

2024 ACADEMIC YEAR

FOREIGN STUDENT ENTRANCE EXAMINATION GUIDELINES

(A BRIEF OUTLINE)

GRADUATE SCHOOL  
(MASTER'S COURSE)

※This is a brief outline of the admission guidelines for foreign students who wish to enter Musashino in 2024. For further information please visit Musashino Academia Musicae Japanese Website.

[https://www.musashino-music.ac.jp/entrance/graduate/first\\_foreign](https://www.musashino-music.ac.jp/entrance/graduate/first_foreign)

Complete details can be found by opening the PDF file below.

【2024 年度 大学院音楽研究科（修士課程）外国人留学生入学試験要項】  
[https://www.musashino-music.ac.jp/application/files/5716/8860/7044/2024\\_.pdf](https://www.musashino-music.ac.jp/application/files/5716/8860/7044/2024_.pdf)

MUSASHINO ACADEMIA MUSICAE

## 1. Courses Available

Department			Instrument
Instrumental Music	Instrumental Music Course	Keyboard Instruments	piano, organ
		Wind Instruments	flute, oboe, clarinet, saxophone, bassoon, French horn, trumpet, trombone, euphonium, tuba
		Percussion Instruments	marimba, percussion
		String Instruments	violin, viola, violoncello, contrabass, harp
	Piano Collaborative Arts Course		
Vocal Music	Vocal Music Course		
Composition			
Musicology			
Music Education			

◇ For Instrumental Music and Vocal Music Departments, Musashino has Virtuoso courses. However, at present, foreign students are not eligible to take the examinations for these courses.

◇ The academic year starts in April 2024.

## 2. Number of Applicants to be Accepted

Only a limited number of foreign applicants can be accepted each year

## 3. Prerequisites

(1) Non-Japanese nationality. However, non-Japanese living in Japan with permanent visas are not eligible.

(2) Applicants must meet one of the following three requirements.

① They have, or will have, completed 16 years of school education in countries other than Japan by March 2024.

② They have, or will have, completed at least 3 years of university education and possess a bachelor's degree. (Including those expected to be completed by March 2024.)

③ They are recognized to have academic ability equivalent to or higher than the above.

(3) Applicants must have sufficient Japanese language ability to study in the language and present master's theses in Japanese.

## 4. Examination Subjects

Subjects marked ○ are compulsory.

Subject Department	Performance	Sight- reading	Basic harmony (on bass)	Short essay	Oral exam	Translation (English into Japanese)	Interview	Document check
Instrumental Music	○	○*	○	-	-	-	○	○
Vocal Music	○	-	○	-	-	-	○	○
Composition	○	-	-	-	○	-	○	○
Musicology	-	-	○	○	○	○	○	○
Music Education	○ (Instrumental music, Vocal Music)	-	○	○	○	-	○	○

Note:

\*Sight-reading is applicable only to those applying for Piano Collaborative Arts Course.

◇The interview, together with an essay in Japanese submitted at the time of application, is used to assess whether the applicant's proficiency in Japanese is equivalent to N2 level of the Japanese-Language Proficiency Test.

◇The applicant's previous school transcript is used for his/her document check.

## 5. Examination Schedule

(1) Place: Musashino Academia Musicae Ekoda Campus

(1-13-1, Hazawa, Nerima-ku, Tokyo 176-8521 Japan)

(2) Examination date: Saturday and Sunday, December 2 and 3, 2023

(3) Examination schedule

Department			December 2	December 3
Instrumental Music	Instrumental Music Course	Piano	Performance	Basic harmony, Interview
		Organ	Performance	Basic harmony, Interview
		Wind Instruments	Performance	Basic harmony, Interview
		Percussion Instruments	Performance	Basic harmony, Interview
		String Instruments	Performance	Basic harmony, Interview
	Piano Collaborative Arts Course		Performance, Sight-reading	Basic harmony, Interview
Vocal Music	Vocal Music Course		Performance	Basic harmony, Interview
Composition			Practical skill	Oral examination, Interview
Musicology			Translation (English into Japanese)	Basic harmony, Oral examination, Interview
Music Education			Performance	Basic harmony, Oral examination, Interview

◇For details, please refer to the Application Guidelines (受験要領) to be sent to the email addresses registered on our application website on November 24.

◇Accompanists/Co-performers

- ① When an accompanist is necessary, only a piano accompanist is acceptable.
- ② Musashino will provide accompanists for applicants who take a vocal performance test. However, applicants can provide their own accompanists if they wish.
- ③ In cases when accompanists are necessary, applicants who take an instrumental performance test must make their own arrangements. However, in such cases, no Musashino faculty and staff can be accompanists.
- ④ Applicants for Piano Collaborative Arts Course must provide their own co-performers for their performance examination. No Musashino faculty and staff can be co-performers.

## 6. Application Procedure

As for the details of application procedure, please see “Guidance on Web Application” in Foreign Student Entrance Examination Guidelines posted on our website in Japanese.

### (1) Application period, Application address, Application Fee

Registration period on the website	[Registration of the applicant's information online] Registrations are accepted from 10:00, Tuesday, October 3, to 23:59, Tuesday, October 10, 2023.
Application by post	Ensure your applications arrive no later than Thursday, October 12, 2023. They should be postmarked on or after October 3, 2023. ※When sending from within Japan, be sure to use Acceptance-Recorded Mail ( <i>Letter Pack Light</i> ). When sending from abroad, please send by EMS. ※Documents can only be submitted by post.
Application address	Academic Affairs Department, Musashino Academia Musicae: Admissions Office 1-13-1, Hazawa, Nerima-ku, Tokyo, 176-8521, Japan Tel +81-3-3992-1119 (direct number)

※As a rule, the entrance examinations for 2024 will be held on the Musashino campus with applicants attending in person. However, for those who cannot take in-person examinations for unavoidable reasons, conducting ICT-based examinations might be considered. Those who want to take online examinations must submit a written request by Tuesday, September 19. Regarding the format of a request form, please contact our admissions office. Accepted applicants will be informed of the details of the online examination procedure.

## Application process

- ① Prepare the documents to submit (certificates, letter of recommendation, essay, etc.)
- ② Enter the basic information on website form. (First time applicants)
- ③ Enter the application information and upload a face photo.
- ④ Submit application fee.
- ⑤ Print, complete and submit the documents by post.

## Application fee

Application fee: ¥37,000

For details, please see “Guidance on Web Application” in Japanese on our website.

\*Choose a way of payment:

by credit card,  
at convenience stores,  
by pay-easy.

However, if you apply from abroad, you should pay the application fee by credit card.

\*Handling charge will be necessary for the payment.

\*Once paid, the application fee will not be returned.

## (2) Required documents

### ① Entrance examination application form

Enter the necessary information on our application website form, download and print the form.

### ② Registration form for the academic background and pieces to be performed

The applicant must download and print the form on our official application website and fill it out in handwriting using a black permanent ballpoint pen.

The period the form can be downloaded: September 3 to October 10

### ③ Essay in Japanese

Applicants must download and print the essay form on our official application website.

The essay, written in Japanese by the applicant, must explain his/her motives for applying for the Graduate School of Musashino, research proposal, and prospects after his/her study in Japan, etc. It should be hand-written with a black permanent ballpoint pen and be about 800 letters (kanji, etc.) Typed essays will not be accepted.

The period the form can be downloaded: September 3 to October 10

### ④ Accompanist scores

Vocal Music applicants must submit the scores with their application, if Musashino-provided accompanists are to be used. (Those who provide their own accompanists do not need to submit the scores.) The size of the score should be approximately 26 centimeters in height and 19 centimeters in width, (no more than 27 centimeters in height and 21

centimeters in width). However, A4 size scores are also acceptable. The score should be bound in long edge binding in a way that is easy to open. Thick sheets of paper should not be used for scores. Song titles, the applicants' names and vocal ranges must be written on the top page.

⑤ Composition score, etc.

A composition applicant must submit a copy of his/her original composition with his/her name written on the top page.

⑥ Essay

Musicology and Music Education applicants must submit short essays written in Japanese. The applicant's name must be written on the top page.

⑦ Graduation certificate

Applicants must submit original certificates of university graduation or future graduation issued by their universities. The certificate in the original language must be submitted with a Japanese or English translation.

※ The certificate of graduation is not the diploma presented in graduation ceremonies.

- If the certificate of future graduation is submitted, then following actual graduation, the certificate of graduation must be submitted to the Admissions Office.

- If an original document cannot be submitted, please submit a certified true copy\* of the graduation certificate. If a certificate of graduation cannot be issued by their universities, then a certified true copy\* of the diploma may be submitted.

⑧ Official transcript

An application document must include a transcript of grades issued by universities in the original language with Japanese or English translation. If the original document cannot be submitted, please submit a certified true copy\* of the document.

⑨ Recommendations

The applicant must enclose a letter of recommendation written by the college or university president, or his/her substitute, from which the applicant graduated. This letter must be written in either Japanese or English. (There is no specific format, but it must be signed or sealed.)

⑩ Certificate of family register

An abstract of the applicant's family register or similar document which shows the birth and the relation of the applicant to the parents is required. The certificates in the original language must be submitted with Japanese or English translations.

If the original document cannot be submitted, please submit a certified true copy\* of it.

⑪ Passport copy

A copy on A4 size paper of the applicant's passport pages showing his/her passport number, name, birth date, nationality, face photo, valid period and details of any entry to or departure from Japan, is required.

⑫ Copy of residence card / Certificate of residence

Applicants residing in Japan must submit an A4 size copy of both sides of their Residence Card or Certificate of Residence. The applicant's nationality/region, status of residence, permitted period of stay, and date of expiration, must be shown. The Certificate of Residence needs to have been obtained within three months prior to the application.

\*A certified true copy is a document which has been certified as a true copy of the original by a public institution such as a college, university, embassy, consulate or a notary public. It has been affixed with an official seal by the issuing institution or a notary public. Japanese language schools and translation companies are not recognized as public institutions. Translations of the documents must be done by the public institutions concerned.

Attention:

※ Submit all the necessary documents during the specified period by post. Once submitted, no document will be returned.

※ Please check the document for any errors or omissions before you send.

※ Early preparation for application is a key to meet the deadline because issuing a certificate or certifying a true copy of the original takes considerable time.

※ Please submit all the documents by the deadline. Late submissions will not be accepted under any circumstances.

## **7. Examination Result Announcement**

(1) Results of the examination will be announced on Friday, December 8, 2023.

(2) Results will be available using Pass/Fail Inquiry System on the Musashino Academia Musicae Website from 16:00, Friday, December 8 to 16:00, Sunday, December 10. Immediately after the announcement, it may be hard to access to the website due to the heavy traffic.

The results will also be sent by post to all the applicants. However, they will not arrive on the date of the announcement.

※ No inquiry over the telephone is accepted.

## **8. Enrollment Procedure**

(1) “Enrollment [Admission] Procedures for International Students 2024” will be sent to all successful applicants. It includes the information regarding the payment of the tuition and other fees. Payment must be made between Wednesday, December 13, 2023, and 15:00, Friday, December 22, 2023. (In case the payment is not made by the above-indicated deadline, the approval of admission will be canceled.)

(2) Tuition and equipment fees can be paid in two installments (first and second semesters).

(3) In principle no refund of entrance or tuition fee is possible. However, if a written notification of withdrawal is received by Sunday, March 31, 2024, at the very latest, the tuition fee only, will be refunded.

(4) Successful applicants must make their own applications regarding visa status as foreign students studying in Japan or must change to such a visa. They should do this as quickly as possible and then complete their enrollment procedure. An application for a Musashino scholarship can only be made after the Status of Residence of “Student” has been obtained.

### **Status of Residence of “Student”**

- New students without a Status of Residence in Japan must obtain a “Student” visa. They must have a Certificate of Eligibility (COE) issued before applying for the visa. Musashino Academia Musicae will act as proxy and apply for a Certificate of Eligibility (COE) upon request. Once Musashino submits their COE application, it usually takes 2-3 months to process. The student will have a “Student” visa issued at Japanese embassy/consulate in their home country by submitting the required documents such as a letter of admission and a Certificate of Eligibility.

- New students who need to renew their Status of Residence of “Student” must carry out the procedure. The applications for extension of period of stay can be accepted three months before the expiration date of the current period of stay.

- If the expiration date of the Status of Residence comes after April 1, new students must submit two Notifications to the Immigration Service Agency. One must be submitted within 14 days after graduating or withdrawing from the institutions such as a Japanese language school. The other must be submitted within 14 days after entering Musashino Academia Musicae.

- If people with a Status of Residence of “Student” stay in Japan for more than three months, without an enrollment at an educational institution, they might have their Status of Residence revoked.

- If those with a Status of Residence other than “Student” (except for those with a “Temporary Visitor” status) wish to change it to “Student”, they must submit an “Application for Change of Status of Residence”. The application will take approximately a month to be completed after the submission.



• Necessary documents for the above applications will be sent by post after the completion of the enrollment procedure.

## 9. Tuition and Other Fees

Academic year	Entrance fee	Tuition	Equipment fee	Supporters' membership fee	Total (yearly)
1st year	¥350,000	¥1,220,000	¥220,000	¥10,000	¥1,800,000
2nd year	-	¥1,220,000	¥220,000	¥10,000	¥1,450,000

○Additional fee needs to be paid to borrow school instruments to be used for practice.

## 10. Additional Information

(1) All classes at Musashino are taught in Japanese.

(2) Musashino Academia Musicae has “The Fukui Naoaki Memorial Scholarship” (for 2nd year master's students) which is awarded to students showing outstanding academic achievement, character, and a strong desire to learn. In addition, there is a “Student Life Support Fund for International Students” which helps all international students.

(3) If application documents contain any false statements, the approval of admission will be canceled.

✂Please check the PDF file on our website for complete details regarding the admission of foreign students.

### CONTACT DETAILS (Ekoda Campus)

Place	Contact details	Phone number
Admissions Office	Entrance Examination in General	03-3992-1119
Student Affairs Office	Scholarship	03-3992-1129
Finance & Accounts Department	Tuition & Other Payment	03-3992-1254