

St. Luke's International University Graduate School of Public Health Application Guidelines for Audit Students (2022 Academic Year)

1. Eligibility for Application

1) MPH Course

- (1) Those who have a bachelor's degree (including those who will graduate by the time of enrollment)
- (2) Those who have obtained a bachelor's degree or equivalent in another country
- (3) Those who are recognized by the St. Luke's Graduate School of Public Health to possess an academic ability equivalent to a bachelor's degree holder.

2) Doctoral Course

Those who have a master's degree (Public Health) or Public Health master's (professional degree) (including those who will graduate by the time of enrollment)

2. Application Documents

(1) Application Form (including CV information)

Complete the required application form in English, attaching a recent photo taken within the last 3 months (face from the shoulders up).

(2) Certificate of Completion/Graduation (issued by the institution where the applicant obtained their highest diploma or degree)

(3) Proof of English Proficiency

Submit the results of any English proficiency tests or the document which indicates that English is the medium of instruction for the degree program.

Any type of examination, such as TOEFL, TOEIC, IELTS, Eiken, GTEC, Cambridge English, is acceptable.

[For Applicant's Reference] The following scores are suggested as the standard.

TOEFL (iBT)	TOEFL (PBT)	TOEIC	IELTS
≥80	≥550	≥800	≥6.0

3. Submission of Application Documents

(1) Submission Only applications sent by registered postal mail will be accepted

(2) Mailing Address GSPH Academic and Student Affairs Office

St. Luke's International University

10-1, Akashi-cho, Chuo-ku, Tokyo, 104-0044 Japan

(3) Application Period

(Spring) February 21 (Mon) – March 4, 2022 (Fri)

(Application documents must be postmarked by March 4)

(Fall) July 1 (Fri) – July 11, 2022 (Mon)

(Application documents must be postmarked by July 11)

(Except when a lead instructor allows a submission out of the period)

4. Selection Methods Document review

5. Notification of Application Results

(Spring) March 9, 2022 (Wed)

(Fall) July 13, 2022 (Wed)

(Results will not be provided by telephone)

6. Auditing Tuition 30,000 JPY per credit

St. Luke's International University alumni are eligible for a waiver equivalent to half of the application fee, registration fee, and course tuition expenses.

7. **Period of Registration** The semester in which a course permitted to audit is conducted

8. **Course Schedule** (Spring Semester) April 1, 2022 - August 31, 2022
(Fall Semester) September 1, 2022 - March 31, 2022
The number of classes varies depending on the course.

9. **Courses Allowed to Audit** See Appendix

Please Note:

- Decision to allow enrollment into a course is at the discretion of the instructor; class capacity, fulfillment of prerequisites (at St. Luke's or elsewhere), and other possible circumstances will be considered.

- There is no upper limit to the number of courses which audit students are able to audit.

10. Others

- (1) Incomplete application documents may not be accepted.
- (2) The auditing tuition is non-refundable.
- (3) Contact GSPH Academic and Student Affairs for inquiries.
- (4) Audit students will be provided a student ID number.
- (5) Audit students are allowed to use the following university facilities and services:

Student ID card	Not available (security card only)
Use of JR student discount	Not available
Purchase a commuter pass	Not available
University email address	Available
Campus intranet	Available
LMS Service	Available
Off-hours admission	Not Available
Library	Available
Media Room	Available
Parking area for bicycles	Available
Student Health Management Office	Available only in case of emergency
PC rental	Not available
Student Lounge in Bldg. No. 2	Not available

For inquiries:

GSPH Academic and Student Affairs, St. Luke's International University
OMURA Susumu & Mieko Memorial St. Luke's Center for Clinical Academia, 5th Floor
3-6-2, Tsukiji, Chuo-ku, Tokyo 104-0045 Japan
TEL: +81 3-5550-4101 Email: sph@slcn.ac.jp