

Admission number	ED02 (Spring enrollment) ED06 (Autumn enrollment)
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Graduate School of Economics
Hitotsubashi University
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Graduate School of Economics, Hitotsubashi University
Admissions Office (AO) Selection for International Students
to Enter the Doctoral Program
(Starting in April 2026 or September 2026)

The Graduate School of Economics at Hitotsubashi University admits a limited number of applicants from outside Japan to the Doctoral Program through Admissions Office (AO) selection. Applicants must be highly motivated, possess a strong academic background in economics, and be able to provide a detailed proposal for doctoral research that aims to make a substantive contribution to the field. If admitted, applicants are expected to work closely with their thesis advisors and other faculty members to complete all degree requirements within three years. Please read the following information carefully before preparing your application. We strongly recommend that prospective applicants contact the Admissions Office in advance to confirm their eligibility to apply for the Doctoral Program.

1. Timing of Admission and Eligibility for Applicants

The academic year at Hitotsubashi University begins on April 1 and is divided into four quarters: Spring (early April to early June), Summer (early June to late July), Autumn (mid-September to early November), and Winter (early November to mid-January). Admission to the Doctoral Program is offered twice a year, for Spring and Autumn enrollment.

To be eligible for the program starting in Spring 2026, applicants must meet condition (1) and either condition (2) or (3).

- (1) Hold a nationality other than Japanese.
- (2) Have received (or expect to receive by the end of March 2026) a master's degree or its equivalent from a university outside Japan of recognized standing.
- (3) Have received (or expect to receive by the end of March 2026) a master's degree from the Asia Public Policy Program at the School of International and Public Policy at Hitotsubashi University (hereafter, APPP).

To be eligible for the program starting in Autumn 2026, applicants must meet condition (4) and either condition (5) or (6).

- (4) Hold a nationality other than Japanese.
- (5) Have received (or expect to receive by the end of July 2026) a master's degree or its equivalent from a university outside Japan of recognized standing.
- (6) Have received (or expect to receive by the end of July 2026) a master's degree from the APPP.

2. Documents Required for Application

Applicants are required to register via the Online Application Page and submit documents by mail. For online registration procedures, please refer to the "Graduate School Application Process" as well as this guideline. The Online Application Page and "Graduate School Application Process" can be found at:

<https://www.hit-u.ac.jp/faculties/index.html>

(1) Preparation of documents

Please prepare the following documents. These include "Documents to be submitted by the applicant" listed in Table 1 below and "Documents to be directly submitted by recommenders" (letters of recommendation) listed in Table 2. Some applicants may be exempt from submitting certain items, so read the details for each document carefully.

- A) For the formatted documents, please use the Word or Excel files provided on the following webpage (Admissions to the Graduate Programs). Avoid handwriting, except for your signature.

<https://www.econ.hit-u.ac.jp/eng/page/graduate/admission.html>

- B) If any submitted materials include certificates or other documents written in languages other than English or Japanese, please attach a translation in English or Japanese to the original documents.

(2) Creating PDFs for submission

Once you have prepared the documents, please create PDF files for items (2) through (8), excluding "(1) Application for Admission Form." Upload these PDFs during online registration (see "3. Application Procedure").

- A) Each document must be scanned in color at a resolution of 150 dpi or higher, ensuring there is no distortion or shadows. Use a copier or similar device equipped with a scanning function. Images taken with digital cameras, including smartphone pictures, are not acceptable. Save the scanned image as a PDF. The "(6) Research Proposal" should be directly converted from Word to PDF.

- B) Merge these PDF files into one single PDF file. Name the file as "Last name_First name_application.pdf" using your name in Roman letters.

e.g., Hanako Hitotsubashi: hitotsubashi_hanako_application.pdf

e.g., John Onebridge: onebridge_john_application.pdf

Table 1. Documents to be submitted by the applicant

Documents	Details
(1) Application for Admission Form	<ul style="list-style-type: none"> ● After registering on the Online Application Page, print a color copy (preferably double-sided) from your "Individual Candidate Page." If it is single-sided, please staple the upper-left corner.
(2) Certificates of undergraduate and master's degree	<ul style="list-style-type: none"> ● Provide a certificate of your undergraduate and master's degrees (or a certificate of expected master's degree) issued by the degree-awarding university.
(3) Transcripts	<ul style="list-style-type: none"> ● Submit official transcripts for your undergraduate and master's programs. Current APPP students should also include their latest APPP transcript.
(4) TOEFL® score	<ul style="list-style-type: none"> ● Applicants who earned their degree in a country where English is not the primary language must have a TOEFL-iBT® score above 92. ● The TOEFL® score must be official and sent directly to the Graduate School of Economics, Hitotsubashi University (TOEFL DI Code 0436, Department Code 84 Economics). Additionally, please submit a photocopy of your score report or a printout of your score from the ETS website. Scores must be dated January 1, 2023, or later. ● Instead of a TOEFL® score, applicants may submit alternative evidence of English proficiency. Please consult with the Admissions Office beforehand. ● Applicants who earned their degree in a country where English is the primary language, and APPP master's graduates (or expected graduates), are exempt from this requirement.
(5) Samples of academic work	<ul style="list-style-type: none"> ● Provide samples that demonstrate readiness for doctoral-level research and academic writing skills (e.g., master's thesis, published papers, discussion papers, or term papers).
(6) Research proposal	<ul style="list-style-type: none"> ● Prepare the proposal using 11-point font, double-spaced, and ensure it does not exceed 20 pages in A4 or US letter size. ● Include the following: (1) research topics and objectives; (2) literature review; (3) originality and significance; (4) data and methodology; and (5) reference list. If there are multiple pages, staple the upper-left corner.
(7) Copy of residence card or passport	<ul style="list-style-type: none"> ● Applicants residing in Japan: please provide a copy of your residence card, if available; if not, submit a copy of the photo page of your passport. ● Applicants residing outside of Japan: submit a copy of the photo page of your passport.

(8) Examination fee	<ul style="list-style-type: none"> ● A non-refundable fee of JPY 30,000 is required and must be paid after September 1, 2025. ● The fee is waived for international students who are currently receiving a MEXT (Ministry of Education, Culture, Sports, Science and Technology Japan) scholarship. These applicants must submit a certificate confirming their MEXT scholarship status, issued by their current university. ● The fee is waived for current APPP students.
	<p>[Payment by bank transfer at a bank branch]</p> <ul style="list-style-type: none"> ● Transfer the fee to the account below and mail a copy of the bank receipt along with your other documents. Beneficiary bank: Sumitomo Mitsui Banking Corporation SWIFT Code: SMBCJPJT Branch name: Kunitachi Branch Branch address: 1-8-45 Naka, Kunitachi Tokyo 186-0004, Japan Beneficiary name: Hitotsubashi University Branch code-Account number: 666-7761762 Beneficiary address: 2-1 Naka, Kunitachi Tokyo 186-8601, Japan Phone Number: +81-42-580-8078
	<p>[Applicants living in Japan]</p> <ul style="list-style-type: none"> ● You may pay at a convenience store, via Pay-easy, internet banking, or credit card. ● First, register for the online payment service “e-shiharai” at https://e-shiharai.net/ ● If you pay at 7-Eleven, Family Mart, Lawson, or Mini Stop, be sure to get the "Certificate of Payment" at the counter. If you pay the fee at other convenience stores, Pay-easy, via Net banking, or with credit card, print the "収納証明書(Certificate of Payment)" by accessing "申込内容照会(Inquiry)" at e-shiharai.net. ● Mail the certificate along with your other documents. ● See the following for detailed instructions: https://www.hit-u.ac.jp/faculties/graduate/examfee.html
	<p>[Applicants living outside Japan]</p> <ul style="list-style-type: none"> ● Payment is accepted only by credit card*. Access the online payment service “e-shiharai” at https://e-shiharai.net/english/ and follow the instructions on the following page: https://www.hit-u.ac.jp/faculties/graduate/examfee.html *You may use a card in another person’s name, but the basic information page must contain the applicant’s information. ● Mail the printed “Result” page with your other documents.

Table 2. Documents to be directly submitted by recommenders

Letters of recommendation	<ul style="list-style-type: none"> ● Use the following Word format: https://www1.econ.hit-u.ac.jp/office/bosyu/_recommendation_en.docx ● At least one letter is required, while two or more are preferable. Letters should be written by individuals who can assess the applicant's academic performance and research capabilities. ● Current APPP students applying for Autumn 2026 entry should include at least one letter from a current APPP faculty member. ● Contact the Admissions Office if you cannot submit a letter. ● Letters are only accepted when emailed directly from the recommender's official institutional email address to the address for letters below. Letters sent from free email services (e.g., Gmail, Outlook) or through intermediaries will not be accepted. ● Enter the applicant's name in both the subject line and the file name. Subject: Last name_First name_letter of recommendation (e.g., John Onebridge: Onebridge_John_letter of recommendation) File-name: Last name_First name_recommendation.pdf (e.g., John Onebridge: Onebridge_John_recommendation.pdf) ● Address for letters: Graduate School of Economics Admissions Office at Hitotsubashi University econ-recommendation@ad.hit-u.ac.jp ● Deadline for submission: [Applicants for Spring (April) 2026 enrollment] October 31, 2025 [Applicants for Autumn (September) 2026 enrollment] April 30, 2026
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3. Application Procedures

Register on the Online Application Page (linked from <https://www.hit-u.ac.jp/faculties/index.html>) during the application period, and then mail the required documents within the same timeframe.

Application periods

[Applicants for Spring (April) 2026 enrollment]

From October 1, 2025, to October 31, 2025

[Applicants for Autumn (September) 2025 enrollment]

From April 1, 2026, to April 30, 2026

The email deadline for the letters of recommendation is the last day of each application period. Please ask your recommenders to prepare and send letters of recommendation to meet these deadlines.

I. Register on the Online Application Page

Instructions specific to the Graduate School of Economics are as follows. No changes can be made to the Online Application Page after you have completed online registration.

[Exam no.]

Select "ED02" (Spring) or "ED06" (Autumn).

[Status of Residence]

Residents of Japan should complete this field.

[Research topic]

Enter approximately 30 words.

[Matters requiring special mention 1]

List up to three preferred academic advisors in order of preference.

[Matters requiring special mention 2]

Provide TOEFL score or other evidence of English proficiency (name of the exam, date, score), or state that you earned a degree in a country where English is the primary language (name of the university and the country).

[Matters requiring special mention 3-5]

No entry required.

[Upload of facial photo data]

The photo must be taken within the last 6 months, be a bust shot, and show the subject facing straight at the camera without a hat. It must be saved as a clear color image with an aspect ratio of 3:4 and be a JPEG file sized between 100 KB and 5 MB.

[Upload of application documents]

Upload items (2) through (8) listed in Table 1 as one PDF named "Last name_First name_application.pdf," (e.g., onebridge_john_application.pdf) as "Document 1."

II. Print the documents and the address label.

Print the "(1) Application for Admission Form" and the "Address label" from your "Individual Candidate Page" (the address label is for use within Japan only). Print the items (2) through (8) listed in Table 1.

III. Send your application package by mail.

Place all required materials (except the official TOEFL® score, which ETS should send directly) in an envelope in the order listed in Table 1. Write “Application for Doctoral Program (AO Admission)” in red ink at the bottom of the envelope and send it by registered mail (e.g., EMS) to the address provided.

[Mailing Address]

Admissions Office
Graduate School of Economics
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E-mail: econ-exam.gs[at]ad.hit-u.ac.jp

- * Before applying, ensure there is an academic advisor available to supervise your research at Hitotsubashi University. (List of professors supervising: <https://www.econ.hit-u.ac.jp/eng/page/graduate/supervisors.html>).

You can reach out to your preferred academic advisor during the application period.

- Whether you contact or not does not affect your evaluation in the selection process.
- Applicants can discuss with the preferred advisor the feasibility of conducting applicants' research at Hitotsubashi University, but cannot receive any support for preparing their application documents, especially for the research proposal.

4. Admission Process

(1) The First Stage (Document review)

Evaluation is based on the letters of recommendation, the master's thesis, the research proposal, and other submitted documents. In principle, results are communicated within 50 days following the application period, excluding university holidays.

(2) The Second Stage (Oral examination)

Applicants who pass the first stage will take an online oral examination (via Zoom) covering the master's thesis, other research achievements, and the research proposal. The date and time will be communicated individually.

If you indicate in item 3-5 of the “Matters requiring special mention” on the Online Application Page that you prefer to take the oral examination in English, we will take that preference into consideration. However, this will not apply if the examiners determine that the examination must be conducted in Japanese.

(3) The number of students to be admitted through AO selection for International Applicants

is as follows:

Approximately 5 for Spring 2026 enrollment

Approximately 5 for Autumn 2026 enrollment

5. Announcement of Successful Applicants

The second-stage results will be posted on the website of the Graduate School of Economics (<https://www.econ.hit-u.ac.jp/eng/index.html>) and emailed individually to each applicant.

6. Procedures for Enrollment

(1) To enroll in the Doctoral Program, prospective students must pay a university entrance fee of JPY282,000. The payment period for Spring enrollment is from February 24 to 27, 2026. The payment period for Autumn enrollment is from July 20 to July 27, 2026. Failure to pay within the specified period will be considered a declination. The university entrance fee is waived for current APPP students.

(2) To seek exemption or deferment of the university entrance fee, you should consult with the Student Services Division at Hitotsubashi University and apply during the period specified by the Student Services Division before payment (you cannot apply after payment). Please be ready to pay the university entrance fee if your application for exemption or deferment of the fee is denied.

(3) Other information

- Prospective students will receive further instructions regarding the necessary procedures and documents for enrollment.
- Prospective students must possess or acquire appropriate resident status that allows for enrollment by the start of the program, in accordance with the Immigration Control and Refugee Recognition Act (Cabinet Order No.319 of 1951).
- Prospective students funded by a foreign government must submit a letter of approval for enrollment from that government.
- Tuition fees (JPY535,800 per year) must be paid after enrollment. The details will be provided later.
- The student fees (university entrance and tuition fees) are subject to change.

7. Additional Remarks

(1) The admission process is handled by the Admissions Office of the Graduate School of Economics.

(2) Admission-related inquiries should be sent to the Admissions Office via e-mail ([econ-exam.gs\[at\]ad.hit-u.ac.jp](mailto:econ-exam.gs[at]ad.hit-u.ac.jp)) or fax (+81-42-580-8195). We do not accept inquiries by

telephone.

- (3) Applicants must submit original documents, not photocopies (except for the bank receipt for fee payment and residence card/passport). Application documents submitted to the Admissions Office will not be returned. The examination fee is non-refundable.
- (4) The Admission Office does not confirm whether the application documents have been delivered.
- (5) The evaluation results of successful applicants may be used for educational and academic support purposes after enrollment.
- (6) Regarding the issues on personal information, please refer to the “Handling of personal data” on the Online Application Page. Applicants are required to consent to the “Handling of personal data” before applying.
- (7) The Graduate School of Economics website provides information on the number of applicants, examinees, accepted applicants, and enrollments in the past (https://www.econ.hit-u.ac.jp/jpn/page/examinee/graduate_admissions/requirements.html).

8. Timeline of the Doctoral Program

Students are expected to complete all requirements, including the doctoral dissertation, within three years:

(1) First Year

Choose a main advisor and participate in their seminar (an interactive, discussion-based course with a small group of students who share similar fields of specialization) while developing close working relationships with the advisor. By the end of the first year, establish a dissertation advisory committee (minimum of two faculty members) and submit a dissertation prospectus to the committee for approval. The dissertation prospectus should articulate original and significant research questions along with detailed research plans.

(2) Second Year

Continue attending seminars and report your progress to your advisors regularly. Before submitting the dissertation, present your research in at least two seminars led by your advisors or research workshops.

(3) Third Year

Continue attending seminars. By the end of the third year, submit the dissertation to the Faculty Committee of the Graduate School of Economics. At least two letters of recommendation must accompany the dissertation. The completed dissertation must be defended publicly before the dissertation committee that consists of faculty members of the Graduate School of Economics (or equivalent).

Note on University Dormitories

Hitotsubashi University offers four dormitories for international students in Kunitachi and

Kodaira. You can apply following the guidelines posted in June and December on the websites below:

<https://international.hit-u.ac.jp/en/curr/accom/>

Students with Disabilities or Special Needs

Applicants requiring accommodations during the selection process should inform the Admissions Office prior to submitting application documents by the following dates:

July 25, 2025, for Spring 2026 enrollment

January 27, 2026, for Autumn 2026 enrollment

The Admissions Office accepts notifications after the above dates; however, late requests may delay the necessary arrangements, and adjustments may not be available in a timely manner. Requesting accommodation does not require you to apply, and undecided applicants can still submit accommodation requests. Depending on the requested accommodation, response times may vary.

[Counseling service for academic considerations after admission]

Accessibility Office for Students with Disabilities:

<https://www.hit-u.ac.jp/eng/campuslife/health/center.html>

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Leave blank. Office use only.

Fax: +81-42-580-8195
E-mail: econ-exam.gs@ad.hit-u.ac.jp

Letter of Recommendation

To the recommender:

- Please replace the **bolded** sections with appropriate information.
- Please send this letter of recommendation to econ-recommendation@ad.hit-u.ac.jp from your institutional email account. Private email accounts (e.g., Gmail, Outlook, etc.) are not recommended.
 - Subject: <applicant's name> letter of recommendation (e.g., Onebridge, John letter of recommendation)
 - Filename: <applicant's name>_recommendation.docx (e.g., onebridge_john_recommendation.pdf)

Applicant's Name: **Family name, First name, Middle name**

Please describe your relationship with the applicant, and the applicant's competence in his/her field of study (e.g., past studies and research results, future research plans, any special abilities that should be noted about the applicant)

Relationship with the applicant

Past studies and research results

Future research plans

Any special abilities that should be noted about the applicant

Date: **Month Day, 20XX**

Recommender's name: **Family name, First name, Middle name**

Position or title: **Professor, Senior Economist, etc.**

Affiliation: **Department of X, University of Y**

Address: **Street address, City, State/Province and Postal code, Country**

Phone number: **+country code-XXX-XXX-XXXX**

Email: **Email address (Please use your institutional email account. Private providers (e.g., Gmail, Outlook, etc.) are not recommended)**

受験番号：
※記入しないこと

一橋大学大学院経済学研究科 推薦書

※太字の箇所をご記入ください。

志願者氏名：氏名

推薦内容記入欄

（今までの学習状況や研究成果、将来の研究計画、志願者について特記すべき能力など、参考となる点をなるべく具体的にご記入ください。）

推薦者と志願者との関係

今までの学習状況や研究成果

将来の研究計画

志願者について特記すべき能力など

20XX 年 MM 月 DD 日

推薦者

所属機関・部局・役職：■■大学・経済学部・教授

氏名：氏名

Email: aaa@example.ac.jp

Tel: 00-0000-0000

推薦書の内容について問い合わせさせていただく場合がございますので、連絡先情報も必ずご記入ください。

※所属する組織等の公的なメールアドレスより、メール添付にてご提出をお願いします。Gmail や Outlook などのフリーメールアカウントからの提出はお控えください。

※以下の「姓名」には志願者の名前を記載してください。

提出先：一橋大学大学院経済学研究科入試担当
econ-recommendation@ad.hit-u.ac.jp

件名：姓, 名 letter of recommendation

例) Onebridge, John letter of recommendation

ファイル名：姓_名_recommendation_jp(or en).pdf

例) onebridge_john_recommendation_en.pdf