

Online IBEC (IB Educator Certificate) KAMOKUTOURISHUSEI (Credited course student) program in English

FAQ (SY2025)

Q1. What type of people enroll in the program?

→ Pre-service and practicing teachers from around the world take the program.

Q2. What level of English is required to take the program?

→ Please check the English level in the application qualifications. All classes are conducted in English.

Q3. Can I apply even if I don't speak Japanese?

→ All classes are conducted in English, so no Japanese language proficiency is required.

Q4. What should I include in the work history I submit with my application?

→ There is no prescribed format for the CV you, but it should include the following information.

Name Phone, Email, Education, Work Experience, Teaching Experience, References

Q5. Can I consult with someone before applying for the program?

→ Yes, please get in touch with us by e-mail at ibec@tamagawa.ac.jp

Q6. Is there an admission test?

→ There is no entrance exam, however, we will conduct a screening process based on your documentation.

Q7. Do I need to go to school? Is there a residence requirement?

→ No, the program is 100% online.

Q8. How can I get an IB certificate?

→ Upon completion of the program, you will be instructed to apply for the IB educator certificate from the IB. Please note that while you will gain graduate-level credit for your completed courses the program does not result in a master's degree. The IB Certificates in Teaching and Learning are not a teaching license. The IB does not license teachers.

Q9. What is the time commitment?

→ Two graduate credits are equivalent to 25 hours of instruction and 50 hours of independent work, which means that to earn 2 credits for a course, students must devote 75 hours of work in and out of classes per course.

Q10. When are classes held?

→ Synchronous sessions will be scheduled upon negotiation with the instructor considering the cohort members time-zones.

Q11. What teaching materials are used in class?

→ There are no textbooks. Moodle will be used as the e-learning platform. All teaching material will be provided on or through Moodle.

Q12. Can I take a leave of absence?

→ There is no system to grant a leave of absence.

Q13. Can I enroll in the program in the middle of a semester?

→ No, you cannot. You can only apply in December for the Spring semester and fall semester. The program will run for one academic year from April to February.

Q14. How do I pay fees?

→ Bank transfer from a Japanese bank only. Credit card payment is not accepted.

Q15. Can I pay the enrollment fee and tuition in installments?

→ The enrollment fee and tuition cannot be paid in installments, so please prepare the prescribed amount in advance and pay it by the due date.

Q16. Can I defer payment of the enrollment and credit program fees?

→ Deferred payment is not acceptable. Please prepare the prescribed amount in advance and pay by the due date.

Q17. If a proxy pays, in whose name should the payment be made?

→ Please make the payment under the name of the applicant.

Q18. Are there any additional fees besides the screening fee (25,000 yen), enrollment fee and tuition (390,000 yen)?

→ After completing the program, each student will apply to the IB for the IB educator certificate, the IB charges 285USD for the certificate

Q19. Is there a scholarship program?

→ No scholarship program is available.

Q20. Can I purchase a school commuter pass?

→ You cannot. It is not possible to obtain a "School Commuter Certificate" or "School Student Passenger Fare Discount Certificate (Gakuwari Certificate)".

Q21. Can I take courses while enrolled in another graduate school at Tamagawa University?

→ If approved by your graduate school, it is possible.

Q22. Can I get two certificates?

→ At Tamagawa, you can only take courses to apply for one certificate in teaching and learning.

Q23. Is it possible to get job placement advice?

→ Individual employment counselling and referrals are unavailable for KAMOKUTOURISHUSEI (credited course student).

Q24. How many applicants apply, and how many are successful?

→ The number of applicants is not disclosed.

Q25. Do graduate certificates and/or transcripts need to be sealed?

→ They can be sealed, but it is not mandatory.

Q26. Can I send documents issued long time ago?

→ Documents need to be issued preferably within 3 months.

Q27. Can I obtain a transcript from Tamagawa University regarding IBEC courses taken and credits earned?

→ Yes, you can but Tamagawa University can only issue a paper-based transcript, send it to an address in Japan, and students/former students must request this in Japanese language following procedures explained in Japanese language. (No payment using credit cards, bank transfer or international postal money order.)

Please see below for more information.

<https://www.tamagawa.jp/contact/certification.html>