



School of International and Public Policy Hitotsubashi University

FACT SHEET FOR DOUBLE DEGREE STUDENTS 2025-2026

Naka 2-1, Kunitachi, Tokyo 186-8601, JAPAN
<https://www.ipp.hit-u.ac.jp/english/index.html>

ABOUT US

[School of International and Public Policy \(IPP\)](#) was established in 2005 as a “joint venture” between Graduate School of Economics and Graduate School of Law at [Hitotsubashi University](#) (est. 1875) to offer innovative, interdisciplinary Master’s programs in law, economics, and international relations. Nearly half of its students are international, which makes IPP a unique intellectual community of rich diversity. Courses are offered in Japanese or English.



FOUR PROGRAMS AT IPP

Students at IPP are enrolled in one of the following [four programs](#).

- **Public Law Program (PL):** Focuses on Public law
- **Global Governance Program (GG):** Focuses on International Relations
 - **Foreign Service sub-program (FSS):** Primarily caters to mid-career professionals from abroad. Students can complete the master’s program by taking courses in English only.
- **Public Economics Program (PE):** Focuses on Public Economics
- **Asian Public Policy Program (APPP):** Specializes in Public Economics and is designed mainly for international students working in the public sectors of Asian countries.

While each program has a distinct area of specialization, the fields of Public Law, International Relations, and Public Economics are interrelated. Students can take course across different programs at IPP to enhance their knowledge and skills. Courses within the FSS and APPP are conducted entirely in English, while other courses are offered in Japanese or English.

OVERVIEW OF DOUBLE DEGREE PROGRAM AT IPP

IPP has developed double degree (DD) program with our partner universities. DD students will learn one year at IPP and one year at their home university seeking for two degrees at both universities (one degree at each university).

DD students will be enrolled in [the Foreign Service sub-program \(FSS\) within the Global Governance program](#) at IPP and spend at least one academic year (early September, 2025- early September, 2026) to complete master’s program.

LANGUAGE

Conducted entirely in English.

DEGREE TO BE AWARDED

Master of International and Administrative Policy

DEGREE REQUIREMENT

Completion of 44 credits* and Submission of Master’s Thesis

*Two-credit courses meet once a week for a 105-minute lecture over 14 weeks

ENROLLMENT & TUITION FEE

Exempt for DD students from partner universities with a tuition waiver agreement. DD students should pay tuition to their home institution during the DD period at IPP.

School of International and Public Policy (IPP)

Public Law Program (PL)

Global Governance program (GG)

Foreign Service sub-program (FSS)

Public Economics Program (PE)

Asian Public Policy Program (APPP)

ELIGIBILITY & ADMISSION

PRECONDITION & ELIGIBILITY

Students must be enrolled in a Master's program of IPP's Double Degree partner universities as a full-time student and remain enrolled at the home university during the DD period at IPP.

To be eligible to participate in the DD program at IPP, students should;

- have English proficiency: TOEFL iBT 100 or equivalent is preferred for non-native English speakers
- be nominated by the Home University first.

ADMISSION PROCESS & SCHEDULE

1. Nomination by home university <By April 15,2025>

Students wishing to apply for DD program should contact their home institution for procedures and required documents for nomination. Home institutions submit the nomination form to IPP.

2. Submit application documents to IPP <By April 25, 2025>

Nominated students submit the following application documents to IPP office through their home university.

- Application form
- Resume (CV)
- Official transcript
- Statement of purpose/Research plan
- Recommendation Letter
- A copy of English Test Score Report (TOEFL iBT 100 or equivalent)
- Documents for COE application (Copy of applicants' passport, etc)



3. Admission result announcement <By end of May>

ACADEMIC YEAR 2025-2026 FOR DD PROGRAM

Hitotsubashi University consists of two semesters. The 1st semester (Autumn-Winter) of the Foreign Service sub-programs begins in early September, while the 2nd semester (Spring-Summer) ends in early September. Examinations may occur during or at the end of the lecture period. [Academic calendar](#)

1st semester: Autumn-Winter Semester

| | |
|--|---|
| ➤ Dormitory Move-in Day and University's Orientation | Move-in Day: End of Aug Orientation: Sep.2-5 |
| ➤ IPP's Entrance Guidance for the FSS students *Mandatory | During the first week in September |
| ➤ Course Registration Period | September 12 ~ September 19 |
| ➤ Autumn-Winter Course Period | September 15 ~ December 27 |
| ➤ Winter Intensive Course Period | January 7 ~ March 20 |
| ➤ Grade Announcement (Autumn-Winter, Winter Intensive Courses) | March 9 |

2nd Semester (Spring-Summer Semester)

| | |
|--|----------------------------------|
| ➤ Course Registration Period | Mid-April |
| ➤ Spring-Summer Course Period (excludes exam period) | Early April ~ mid-July |
| ➤ Oral Defense | At end-July or early-August |
| ➤ Master's Thesis Submission | By the graduation day |
| ➤ Grade Announcement (Spring-Summer, All-year Courses) | End of August |
| ➤ Graduation Ceremony | First Monday of September |
| ➤ Dormitory Move-out | The day after the graduation day |

DEGREE REQUIREMENTS

Double-degree students should successfully complete 44 credits in total (14 credits in compulsory subjects and more than 30 credits in elective subjects) and submit Master's thesis (0 credit). DD students may apply for credit transfer at IPP. Up to 16 credits earned at the home institution can be recognized as elective subjects.

| Compulsory Subjects 14 credits | Elective Subjects 30 credits or more | Master's Thesis 0 credits |
|--|---|--|
| <p>Must complete all compulsory subjects listed below</p> <ul style="list-style-type: none">International Security PolicyTwo seminars out of "Global Governance Seminar I~IV" offered at each semesterSpecial Seminar for Research Paper Writing ISpecial Seminar for Research Paper Writing IISupervised Reading for Double Degree Students | <p>Must take 30 credits taking the subjects of the following programs/graduate schools and/or applying for credit transfer.</p> <ol style="list-style-type: none">Foreign Service sub-programs within Global Governance Course ➔No upper limitOther IPP programs (PE, PL and APPP) ➔up to 4 creditsOther graduate school courses ➔up to 8 credits(*)Credit transfer ➔up to 16 credits if approved(*) <p>(*) Up to 20 credits will be regarded as elective subjects in total of 3) and 4)</p> | <p>No credits for the oral defense and Master's thesis.</p> <p>The following compulsory subjects are designed to enhance academic research and writing skills.</p> <ul style="list-style-type: none">Special Seminar for Research Paper Writing I – IISupervised Reading for Double Degree Students <p>DD students also consult with their academic advisor for their thesis writing.</p> |

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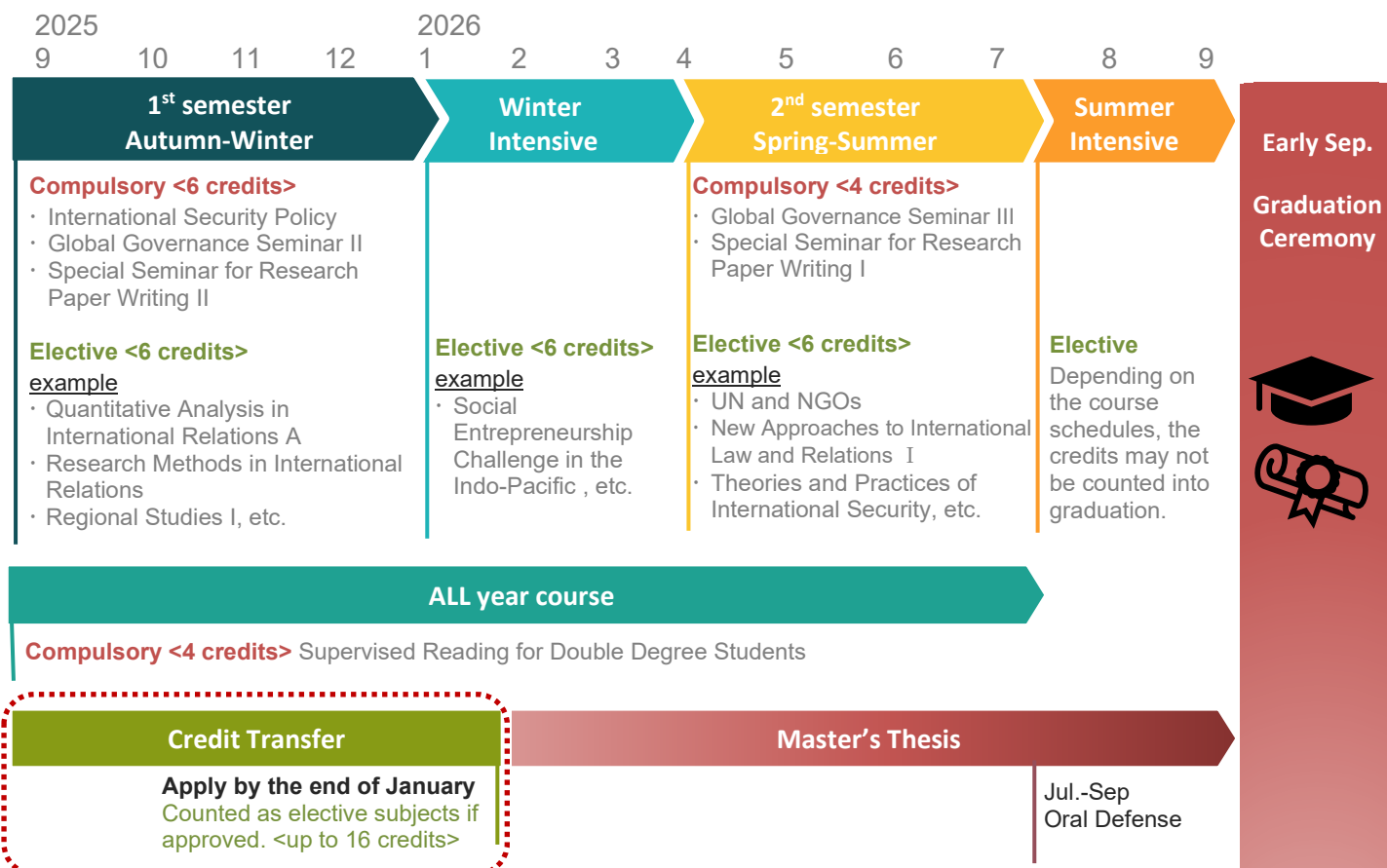
COURSE INFORMATION

Below are the courses DD students must/may take during the DD program at IPP. For detailed course information, please refer to the online syllabus service>> [Syllabi](#)

- (1) The Foreign Service Sub-Program (FSS) within the Global Governance Program**
The main programs that DD students belong to at IPP.
>>[FSS Course](#). The course list will be updated in March and August.
- (2) Other IPP programs (PL, PE and APPP) conducted in English**
Courses conducted in English for PL and PE are already included in the course list of the Foreign Service sub-programs. APP courses are all offered in English.
>>[APPP courses](#)
- (3) Other Graduate School Courses Conducted in English: Hitotsubashi University Global Education Program (HGP)**
Hitotsubashi University Global Education Program (HGP) provides a variety of courses conducted in English. Courses in yellow cell are open to other graduate students including DD students at IPP.
*Some courses are not open to students at IPP and need to check the eligibility before registration.
>>[Additional Course List \(Graduate Schools\) 2024-25](#)
- (4) Japanese Language Courses *Not counted toward graduation**
[Japanese language courses](#) are offered by Hitotsubashi Japanese Language Education Program. Students need to submit online application form and take placement test to take Japanese language courses. Instructions will be announced later by email.

Students who have advanced level of Japanese proficiency (JLPT Level N2 or above) can take IPP courses and courses of other graduate school conducted in Japanese as well. (counted as elective subjects)

ONE-YEAR FLOW FOR DD PROGRAM



CREDIT TRANSFER

DD students may apply for credit transfer at IPP. If approved, up to 16 credits earned at their home institution will be recognized as elective subjects and counted toward graduation. The screening process for credit transfer takes a few months. Therefore, **DD Students should submit their application by mid-December. It is strongly recommended that DD students prepare all necessary documents before coming to Japan.**

GRADE POLICY

In accordance with the Academic Calendar, grades will be announced on Grade release dates. Official transcripts will be issued at mid-March for Autumn-Winter Semester and at the end of August for Spring-Summer Semester. Students can issue their transcripts by themselves using the certificate issuing machine.

The grades for assessment: Students given C or higher and E regarded as being successful.

| Grade | GP |
|--|-----|
| A + (Achievement goals are met. Outstanding.) | 4.3 |
| A (Achievement goals are met. Excellent.) | 4.0 |
| B (Achievement goals are met. Good.) | 3.0 |
| C (Achievement goals are met. Satisfactory.) | 2.0 |
| F (Achievement goals are not met. Non-completion.) | 0.0 |

For some courses, E (Satisfied Requirements) or F (Non-completion) is given for assessment. E is regarded as being successful.

JASSO SCHOLARSHIPS

Students accepted into the Double Degree Program by IPP and who begin the double degree program during the academic year 2025 (April 2025 – March 2026) under an agreement between IPP and the students' home university have the opportunity to apply for the [JASSO scholarship](#).

Monthly stipend: 80,000 yen

To apply for the scholarship, applicants must meet all required qualifications and conditions. The IPP office will provide detailed information to the students' home university.

HOUSING

DD students at IPP are given priority for a single room in **Residence Hall Ikkyo-Ryo**, with use of a common area to be shared with residents on the same floor. However, not all DD students are guaranteed a room due to limited availability.

For more details of housing costs, please refer to the website below:
<https://international.hit-u.ac.jp/en/curr/accom/kodaira/>



USEFUL LINKS for INTERNATIONAL STUDENTS

1. General Information for International Exchange Students (Please note online application procedures on the below website is different from IPP's application procedures. Please ask IPP Office)
<https://www.hit-u.ac.jp/eng/information/prospective.html>
2. International Student & Study Abroad Advising: Incoming Exchange Students
https://international.hit-u.ac.jp/en/cgee/advising/study_abroad_advising/

CONTACT INFORMATION:
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