

**Partner University  
datasheet  
2020/2021  
academic year**



<b>1. Name of University:</b>	Chukyo University
<b>2. Country:</b>	Japan
<b>3. Website :</b>	<a href="https://www.chukyo-u.ac.jp/english/exchange/index.html">https://www.chukyo-u.ac.jp/english/exchange/index.html</a>
<b>4. Postal Address :</b>	<b>NAGOYA Campus</b> 101-2 Yagoto Honmachi, Showa-ku, Nagoya-shi, AICHI (Japan) 466-8666
<b>5. Contact person for exchange (IN-OUT) students:</b>	(OUT) Last name: Kajita First name: Saki e-mail: s-kajita@mng.chukyo-u.ac.jp  (IN) Last name: Zanzi First name: Tamami e-mail: t-zanzi@mng.chukyo-u.ac.jp
<b>6. E-mail for exchange students enquiries:</b>	<a href="mailto:ic@ml.chukyo-u.ac.jp">ic@ml.chukyo-u.ac.jp</a>
<b>7. How many of our exchange students do you accept for next academic year?</b>	n.2 per one year each or n. 4 per one semester each
<b>8. Can you accept more students over those indicated above?</b>	Upon consultation
<b>9. How your academic year is organized? semester..quarter etc. *(please see our note down the form)</b>	<b>Semesters</b>
<b>10. Academic calendar (if not yet available, please provide us the approximate periods):</b>	<b>1<sup>st</sup> term: early April to end July</b> <b>2<sup>nd</sup> term: mid-September to end January</b>
<b>11. Examination periods (if not yet available, please provide us the approximate periods):</b>	<b>1st term: last week of July</b> <b>2nd term: last week of January</b>
<b>12. Deadline for nominations:</b>	<b>1<sup>st</sup> term and full academic year : November 1<sup>st</sup></b> <b>2<sup>nd</sup> term : April 1<sup>st</sup></b>
<b>13. Deadline for applications</b>	<b>1<sup>st</sup> term and full academic year : November 1<sup>st</sup></b> <b>2<sup>nd</sup> term : April 1<sup>st</sup></b>
<b>14. Web link with application procedures information:</b>	N/A
<b>15. Documents list required for application:</b>	A. Application forms; B. Application for Certificate of Eligibility (CoE); C. ID photo data; D. passport copy
<b>16. Are there any kind of mandatory fees our exchange students need to pay?</b>	A. Apartment Rent Fee B. Insurance Fee (Japanese National and Travel) C. Electricity Bill
<b>17. If yes, what is the amount?</b>	See answers to Q. 27 and 33
<b>18. Do you have any specific</b>	Students who wish to take courses taught in Japanese are advised to have a

requirements for admission of exchange students? (e. GPA, language proficiency etc.)	proficiency equal or above JLPT N2. However, this is not to be considered a requirement to apply for the exchange program itself.
19. In case of language proficiency requirements, have our exchange students mandatory to provide any kind of language certification? If yes, which one?	N/A
20. Main language of instruction:	Japanese
21. Others languages of instruction:	English
22. Which department and lessons can our exchange students access to? Can they take classes from different departments?	Classes from all department are available for exchange students.
23. Are there any departments/courses not open to our exchange students?	N/A
24. Could you explain us your grading system in full?	<b><u>S (100-90), A (89-80), B (79-70), C (69-60), F (failed)</u></b>
25. If available, can you indicate the web site link where to find your courses list open to our exchange students?	<a href="https://www.chukyo-u.ac.jp/english/exchange/index.html">https://www.chukyo-u.ac.jp/english/exchange/index.html</a> * *to be updated soon
26. Do you provide accommodation for exchange students?	Yes
27. If yes, what is the average cost?	290,000 JPY per semester
28. Can you provide the web site link for accommodation information?	<a href="https://www.chukyo-u.ac.jp/english/exchange/d4.html">https://www.chukyo-u.ac.jp/english/exchange/d4.html</a> * *to be updated soon
29. E-mail address for accommodation enquires:	<a href="mailto:ic@ml.chukyo-u.ac.jp">ic@ml.chukyo-u.ac.jp</a>
30. What is the average living cost?	50,000 JPY per month
31. Do you have a web site link for living cost details?	<a href="https://www.pref.aichi.jp/kikaku/sumiyasusa/aichi_a4_english_01.pdf">https://www.pref.aichi.jp/kikaku/sumiyasusa/aichi_a4_english_01.pdf</a>
32. Have our exchange students to subscribe any kind of insurance that is mandatory for your university and/or for your country?	Yes
33. If yes, can you give us more details about it and the average cost?	1. National Health Insurance (NHI): 2,000 JPY per month 2. Chukyo University Overseas Travel Insurance: from 14,260 JPY to 72,900 JPY (depending on length of exchange program and type of insurance)
34. Visa information	A student visa granted by the Japanese Government is compulsory to attend the program. Chukyo University International Center will support the students in applying for the visa.
35. Timing of the acceptance letter release	About one month after the deadline of the Application
36. Acceptance letter sending mode	by courier to the student's home University
37. Timing of transcript of records release	1st term: end August 2nd term: end February
38. Transcript of records ending	by courier to the student's home University

mode	
39. Others useful information....	N/A

*\*PLEASE NOTE: Our academic calendar consists in a 1st semester (fall semester) starting on October (es. October 2019) and in a 2nd semester (Spring semester) starting on the middle of February (es. February 2020). For this reason, our Call AY 19/20 will unavoidably concern selection of outgoing students according to this calendar: this means that **just** for those Universities with the AY that starts with a spring semester (es. Spring 2019 + Fall 2019) we will necessarily have to consider the Fall 2019 and the Spring 2020 dates and related deadlines.*

**Partner University  
datasheet  
2020/2021  
academic year**



<b>1. Name of University:</b>	J.F. Oberlin University
<b>2. Country:</b>	Japan
<b>3. Website :</b>	<a href="https://www.obirin.ac.jp/en/">https://www.obirin.ac.jp/en/</a>
<b>4. Postal Address :</b>	3758 Tokiwa-machi, Machida-shi, Tokyo 194-0294 Japan
<b>5. Contact person for exchange (IN-OUT) students:</b>	Last name: Takatoshi First name: Akimoto e-mail: <a href="mailto:inbound@obirin.ac.jp">inbound@obirin.ac.jp</a>
<b>6. E-mail for exchange students enquiries:</b>	<a href="mailto:inbound@obirin.ac.jp">inbound@obirin.ac.jp</a>
<b>7. How many of our exchange students do you accept for next academic year?</b>	n. ___2___ per year <input type="checkbox"/> or n. _____4___ per each semester
<b>8. Can you accept more students over those indicated above?</b>	Yes (In that case on personal expense )
<b>9. How your academic year is organized? semester..quarter etc. *(please see our note down the form)</b>	Our academic calendar consists 2 semesters. 1 <sup>st</sup> semester ( Spring semester ) starting on early in April and 2 <sup>nd</sup> semester (Fall semester ) starting on early in September <a href="https://obirinoip.files.wordpress.com/2019/08/fee-e7b590e59088e6b888e381bf-4.pdf">https://obirinoip.files.wordpress.com/2019/08/fee-e7b590e59088e6b888e381bf-4.pdf</a>
<b>10. Academic calendar (if not yet available, please provide us the approximate periods):</b>	1 <sup>st</sup> term: starting on early in April and end up on early in August 2 <sup>nd</sup> term: starting on early in September to the end of January <a href="https://obirinoip.files.wordpress.com/2019/08/fee-e7b590e59088e6b888e381bf-4.pdf">https://obirinoip.files.wordpress.com/2019/08/fee-e7b590e59088e6b888e381bf-4.pdf</a>
<b>11. Examination periods (if not yet available, please provide us the approximate periods):</b>	1st term: July 16 to July 22 2nd term: Jan 21 to Jan 27 (tentative )
<b>12. Deadline for nominations:</b>	1 <sup>st</sup> term : From October 15 <sup>th</sup> 2019 2 <sup>nd</sup> term : From April 15 <sup>th</sup> 2020
<b>13. Deadline for applications</b>	1 <sup>st</sup> term : Nov 1, 2019 2 <sup>nd</sup> term : May 1, 2020
<b>14. Web link with application procedures information:</b>	<a href="https://obirinoip.wordpress.com/international-programs/exchange-program/">https://obirinoip.wordpress.com/international-programs/exchange-program/</a>
<b>15. Documents list required for application:</b>	<ul style="list-style-type: none"> <li>• ID Photo</li> <li>• Passport Copy</li> <li>• Medical Certificate (Designated form can be downloaded when application is open)</li> <li>• Immunization Record (Designated form can be downloaded when application is open)</li> <li>• Academic Transcript</li> <li>• Financial Guarantee Statement (Designated form can be downloaded when application is open)</li> <li>• Certificate of Guarantor's annual income</li> <li>• One Recommendation Form (Designated form can be downloaded when application is open)</li> </ul>
<b>16. Are there any kind of mandatory fees our exchange</b>	No

students need to pay?	
17. If yes, what is the amount?	
18. Do you have any specific requirements for admission of exchange students? (e. GPA, language proficiency etc.)	GPA: >2.5
19. In case of language proficiency requirements, have our exchange students mandatory to provide any kind of language certification? If yes, which one?	No language requirements
20. Main language of instruction:	Japanese, English,
21. Others languages of instruction:	Chinese
22. Which department and lessons can our exchange students access to? Can they take classes from different departments?	Classis of Global Communication Department , Liberal Art Department and Business Management Department.
23. Are there any departments/courses not open to our exchange students?	Social Welfare Department and Art Department.
24. Could you explain us your grading system in full?	Students register for courses at the beginning of each semester, and are issued grade reports in English following the completion of courses. Grades are based on the following system: A = Excellent; B = Good; C = Satisfactory; D = Minimal; F = Failure.
25. If available, can you indicate the web site link where to find your courses list open to our exchange students?	<a href="https://www.obirin.ac.jp/en/programs/studyabroad/courses/list.html">https://www.obirin.ac.jp/en/programs/studyabroad/courses/list.html</a>
26. Do you provide accommodation for exchange students?	Yes
27. If yes, what is the average cost?	<a href="https://obirinoip.files.wordpress.com/2019/08/fee-e7b590e59088e6b888e381bf-4.pdf">https://obirinoip.files.wordpress.com/2019/08/fee-e7b590e59088e6b888e381bf-4.pdf</a>
28. Can you provide the web site link for accommodation information?	<a href="https://www.obirin.ac.jp/en/campus/dormitories/">https://www.obirin.ac.jp/en/campus/dormitories/</a>
29. E-mail address for accommodation enquires:	Mail: fih@obirin.ac.jp
30. What is the average living cost?	<a href="https://obirinoip.files.wordpress.com/2019/08/fee-e7b590e59088e6b888e381bf-4.pdf">https://obirinoip.files.wordpress.com/2019/08/fee-e7b590e59088e6b888e381bf-4.pdf</a>
31. Do you have a web site link for living cost details?	<a href="https://obirinoip.files.wordpress.com/2019/08/fee-e7b590e59088e6b888e381bf-4.pdf">https://obirinoip.files.wordpress.com/2019/08/fee-e7b590e59088e6b888e381bf-4.pdf</a>
32. Have our exchange students to subscribe any kind of insurance that is mandatory for your university and/or for your country?	National Health Insurance, Inbound Insurance, Gakkensai Insurance
33. If yes, can you give us more details about it and the average cost?	If you are staying in Japan more than 3 months you need to pay National Health Insurance. It costs around 17000 yen per year. Inbound Insurance fee is included in student service fee which is 20000 yen.
34. Visa information	<a href="https://www.mofa.go.jp/j_info/visit/visa/long/visa6.html">https://www.mofa.go.jp/j_info/visit/visa/long/visa6.html</a>
35. Timing of the acceptance letter release	Spring semester : Early in February    Fall semester : Early in July
36. Acceptance letter sending	by mail to the student

mode	by mail to the student's home University by courier to the student ✓ by courier to the student's home University
<b>37. Timing of transcript of records release</b>	
<b>38. Transcript of records sending mode</b>	directly to the student before his departure by mail to the student by mail to the student's home University by courier to the student ✓ by courier to the student's home University
<b>39. Others useful information....</b>	

*\*PLEASE NOTE: Our academic calendar consists in a 1st semester (fall semester) starting on October (es. October 2019) and in a 2nd semester (Spring semester) starting on the middle of February (es. February 2020). For this reason, our Call AY 19/20 will unavoidably concern selection of outgoing students according to this calendar: this means that **just** for those Universities with the AY that starts with a spring semester (es. Spring 2019 + Fall 2019) we will necessarily have to consider the Fall 2019 and the Spring 2020 dates and related deadlines.*

**Partner University  
datasheet  
2020/2021  
academic year**



<b>1. Name of University:</b>	Kyoto University of Foreign Studies
<b>2. Country:</b>	Japan
<b>3. Website :</b>	<a href="https://www.kufs.ac.jp/en/partner/index.html">https://www.kufs.ac.jp/en/partner/index.html</a>
<b>4. Postal Address :</b>	Division of International Affairs, Kyoto University of Foreign Studies 6 Kasame-cho, Saiin, Ukyo-ku, Kyoto 615-8558 JAPAN
<b>5. Contact person for exchange (IN-OUT) students:</b>	Last name: Yano First name: Noriko e-mail: <a href="mailto:oips@kufs.ac.jp">oips@kufs.ac.jp</a>
<b>6. E-mail for exchange students enquiries:</b>	<a href="mailto:oips@kufs.ac.jp">oips@kufs.ac.jp</a>
<b>7. How many of our exchange students do you accept for next academic year?</b>	The number of exchange will be as mentioned our agreement. 2 students per academic year or 2 students per each semester
<b>8. Can you accept more students over those indicated above?</b>	No (at this time)
<b>9. How your academic year is organized? semester..quarter etc. *(please see our note down the form)</b>	The spring semester will be start on around end of March and the fall semester will be start on around beginning of September.
<b>10. Academic calendar (if not yet available, please provide us the approximate periods):</b>	<a href="https://www.kufs.ac.jp/en/partner/pdf/calendar2019.pdf">https://www.kufs.ac.jp/en/partner/pdf/calendar2019.pdf</a> This is the academic calendar 2019. We are in the middle of making one for 2020. Please use 2019 schedule as a reference.
<b>11. Examination periods (if not yet available, please provide us the approximate periods):</b>	<a href="https://www.kufs.ac.jp/en/partner/pdf/calendar2019.pdf">https://www.kufs.ac.jp/en/partner/pdf/calendar2019.pdf</a> This is the academic calendar 2019. We are in the middle of making one for 2020. Please use 2019 schedule as a reference.
<b>12. Deadline for nominations:</b>	Spring semester commencing in April : September 30 <sup>th</sup> Fall semester commencing in September : March 31 <sup>th</sup>
<b>13. Deadline for applications</b>	Spring semester commencing in April : November 30 <sup>th</sup> Fall semester commencing in September : April 30 <sup>th</sup>
<b>14. Web link with application procedures information:</b>	<a href="https://www.kufs.ac.jp/en/partner/index.html">https://www.kufs.ac.jp/en/partner/index.html</a>
<b>15. Documents list required for application:</b>	<a href="https://www.kufs.ac.jp/en/partner/index.html">https://www.kufs.ac.jp/en/partner/index.html</a>
<b>16. Are there any kind of mandatory fees our exchange students need to pay?</b>	Yes
<b>17. If yes, what is the amount?</b>	Study tour fee (once a semester, about 5,000 yen~8,000 yen)  The fees of Japanese traditional & culture classes; Calligraphy, Tea Ceremony, Flower Arrangement, Kyogen, Garden Design & Architecture of Japan (about 2,000yen~8,000yen, only students who choose these classes)

<p><b>18. Do you have any specific requirements for admission of exchange students? (e. GPA, language proficiency etc.)</b></p>	<p>Japanese course : To have studied the Japanese language for 150 hours or more. To be able to read and write Hiragana and Katakana.</p> <p>English course : To have the English language proficiency equivalent to a score of 61 on TOEFL iBT or 5.0 on IELTS for non-English speaking countries and regions.</p>
<p><b>19. In case of language proficiency requirements, have our exchange students mandatory to provide any kind of language certification? If yes, which one?</b></p>	<p>Japanese course : yes <b>Certificate / Letter of Language Proficiency</b> A document certifying that the applicant has studied the Japanese language for a total of more than 150 hours and has basic knowledge of the Japanese language, such as knowing Hiragana and Katakana.</p> <p>English course : no</p>
<p><b>20. Main language of instruction:</b></p>	<p>Japanese course : Japanese</p> <p>English course : English (and few Japanese)</p>
<p><b>21. Others languages of instruction:</b></p>	
<p><b>22. Which department and lessons can our exchange students access to? Can they take classes from different departments?</b></p>	<p>Japanese course : No, only from Japanese course</p> <p>English course : Yes, but students who chose English course can not take subjects from Japanese course Please find the website and the following link. There is the details about English course. <a href="https://www.kufs.ac.jp/en/partner/pdf/guideline_english_2019.pdf">https://www.kufs.ac.jp/en/partner/pdf/guideline_english_2019.pdf</a></p>
<p><b>23. Are there any departments/courses not open to our exchange students?</b></p>	<p>Depends on classes.</p>
<p><b>24. Could you explain us your grading system in full?</b></p>	<p>A+ (Above 90) A(80~89) B(70~79) C(60~69) D and F (Below 60 incomplete or Failure)</p>
<p><b>25. If available, can you indicate the web site link where to find your courses list open to our exchange students?</b></p>	<p><a href="https://www.kufs.ac.jp/en/partner/index.html">https://www.kufs.ac.jp/en/partner/index.html</a></p>
<p><b>26. Do you provide accommodation for exchange students?</b></p>	<p>Yes, we prepare the one of the KUFs dormitory for your student if he/she want. (But students also find the dormitory by themselves.)</p>
<p><b>27. If yes, what is the average cost?</b></p>	<p>Aprx. 264,000 - 336,000 yen / one semester</p>
<p><b>28. Can you provide the web site link for accommodation information?</b></p>	<p><a href="https://www.kufs.ac.jp/en/partner/index.html">https://www.kufs.ac.jp/en/partner/index.html</a></p>
<p><b>29. E-mail address for accommodation enquires:</b></p>	
<p><b>30. What is the average living cost?</b></p>	
<p><b>31. Do you have a web site link for living cost details?</b></p>	
<p><b>32. Have our exchange students to subscribe any kind of insurance that is mandatory for your university and/or for your country?</b></p>	<p>National health insurance All International Students residing in Japan for over 3 months are required to enrol in the Japanese Health Insurance.</p>



33. If yes, can you give us more details about it and the average cost?	Students who hold the Student Visa are required to pay approximately 18,000 yen per year. It covers 70% of the total medical cost, meaning the patient only pays the remaining 30% at a hospital or other medical institutions.
34. Visa information	For a student who has been accepted to KUFS, KUFS will do proxy application for Certificate of Eligibility (COE). Once the COE is issued, KUFS will send the original COE together with their acceptance letter to partner universities by mail. Students should obtain a Student Visa at the nearest Japanese embassy or consulate as soon as they receive their acceptance letter and COE.
35. Timing of the acceptance letter release	
36. Acceptance letter sending mode	<input type="checkbox"/> by mail to the student <input type="checkbox"/> by mail to the student's home University <input type="checkbox"/> by courier to the student <input checked="" type="checkbox"/> by courier to the student's home University
37. Timing of transcript of records release	After Sep. 20 (Spring semester transcript) After Mar. 20 (Fall semester transcript)
38. Transcript of records ending mode	<input type="checkbox"/> directly to the student before his departure <input type="checkbox"/> by mail to the student <input type="checkbox"/> by mail to the student's home University <input type="checkbox"/> by courier to the student <input checked="" type="checkbox"/> by courier to the student's home University
39. Others useful information....	

*\*PLEASE NOTE: Our academic calendar consists in a 1st semester (fall semester) starting on October (es. October 2019) and in a 2nd semester (Spring semester) starting on the middle of February (es. February 2020). For this reason, our Call AY 19/20 will unavoidably concern selection of outgoing students according to this calendar: this means that **just** for those Universities with the AY that starts with a spring semester (es. Spring 2019 + Fall 2019) we will necessarily have to consider the Fall 2019 and the Spring 2020 dates and related deadlines.*



## Kyoto University of Foreign Studies Exchange Program Fact Sheet

<b>University Name</b>	Kyoto University of Foreign Studies (KUFS)
<b>President</b>	Takeshi MATSUDA, Ph.D.
<b>University Website</b>	<a href="http://www.kufs.ac.jp">http://www.kufs.ac.jp</a>
<b>Exchange Program Website</b>	<a href="http://www.kufs.ac.jp/en/partner/">http://www.kufs.ac.jp/en/partner/</a>

### Division of International Affairs

#### Mailing Address

Division of International Affairs  
Kyoto University of Foreign Studies  
6 Kasame-cho, Saiin, Ukyo-ku, KYOTO  
615-8558 JAPAN  
Tel: +81 (0)75 322 6043  
Fax: +81 (0)75 322 6243

#### Agreements/Inbound/Outbound Contact

Email: [oips@kufs.ac.jp](mailto:oips@kufs.ac.jp)  
Tel: +81 (0)75 322 6043  
Fax: +81 (0)75 322 6243

### Academic Calendar

	Spring Semester	Fall Semester
<b>Arrival/Pick-up/Move-in Date</b>	End of March	Beginning of September
<b>Orientation</b>	End of March	Beginning of September
<b>Lecture Period</b>	April 10~End of July	September 20 ~End of January
<b>Semester Period</b>	April 1~September 19	September 20~March 20
<b>Accommodation Period</b>	Scheduled arrival date ~August 16	Scheduled arrival date ~End of February

※Please see the [Exchange Program Website](http://www.kufs.ac.jp/en/partner/) for more details.

### Nomination and Application Procedure

	Spring Semester	Fall Semester
<b>Nomination Deadline</b>	30-Sep	31-Mar
<b>Application Deadline</b>	30-Nov	30-Apr

#### Procedure

##### 1. Nominations

Partner universities must fill in the Nomination Template and send it to [oips@kuf.ac.jp](mailto:oips@kuf.ac.jp).

Incomplete nominations will be returned.

##### 2. Application

Please refer to the [Exchange Program Website](http://www.kufs.ac.jp/en/partner/) for required application documents and application procedure.

We do not require hard copies of any application documents other than photographs.

#### Extension Request

If you (international students) wish to extend your exchange period, please send your request to [oips@kufs.ac.jp](mailto:oips@kufs.ac.jp) from your university before the application deadline.

### Requirements for Exchange Students

<b>Academic Requirements</b>	As per the Exchange Agreement.
<b>Exchange Spaces Available</b>	As per the Exchange Agreement; please contact your university's Outbound Coordinator.
<b>GPA</b>	No GPA requirement, but nominees are expected to have a good academic standing.

#### Language Proficiency

##### 1. Japanese Course

- Required to have studied the Japanese language for 150 hours or more.
- To be able to read and write *Hiragana* and *Katakana*.

##### 2. English Course

- To have the English language proficiency equivalent to a score of 61 on TOEFL iBT or 5.0 IELTS for students in non-English-speaking countries and regions.

## Courses

	Japanese Course	English Course
<b>Minimum Course Load</b>	13 subjects (14 units) per semester	6 subjects per semester
<b>Language of Instruction</b>	Japanese	English
<b>Web Syllabuses / Course Guidelines</b>	Please refer to the <a href="#">Exchange Program Website</a> for details.	
<b>Transcripts</b>	KUFUS will send transcripts to its partner universities after the end of the semester(s). (Fall Semester: After March 20 / Spring Semester: After September 20)	

## Acceptance Letter and Visa

For a student who has been accepted to KUFUS, KUFUS will do proxy application for a Certificate of Eligibility (COE). Once the COE is issued, KUFUS will send the original COE, together with the acceptance letter, to partner universities by mail (post). International students should obtain a Student Visa at the nearest Japanese Embassy or Consulate upon receipt of the acceptance letter and COE from KUFUS.

## National Health Insurance

All international students residing in Japan for over 3 months are required to enroll in the Japanese Health Insurance. Those students holding the Student Visa are required to pay approx. 18,000 yen per year, covering 70% of your total medical cost, which means that you (patients) can pay only the remaining 30% claimed by your hospital(s) or other medical institution(s).

## Accommodations

### Accommodation Arrangement by KUFUS

KUFUS will arrange accommodations only for those who have submitted the application form for accommodations. It should be noted, however, that due to the limited number of dormitory rooms available, it may happen that some of you (international students) will be obliged to live in a KUFUS apartment house(s). KUFUS will decide what type of accommodation you will be put into. All rooms arranged by KUFUS are furnished single rooms. The rent must be paid by credit card per semester (approx. 264,000 - 324,000 yen). The first rent payment (for the 1st semester) is due before coming to Japan, and the second rent payment (for the 2nd semester) is due before the second semester begins.

### 【Pick-up Service】

If you (international students) are moving into an accommodation arranged by KUFUS, you are eligible to use our pick-up service. Please refer to the [Exchange Program Website](#) for more details.

### Finding Housing On Your Own

If you (international students) would like to find your housing on your own, please refer to the website for details, and directly contact the following apartment arrangement company:

### 【Choei Global Desk】

URL: <https://www.kk-choei.co.jp/globalportal/kufs/>

## Cost of Living

It is recommended that you (all international students) have approx. 1,000,000 - 2,000,000 yen per year to cover your rent, meals, books, and mobile phone, as well as your living expenses and other personal costs.

## Students Assistant

KUFUS local students will help you (international students) with moving into your accommodations and with getting your paper work processed at the local ward office, as well as with supporting your campus life.

## Scholarship

None

## Prayer Room

KUFUS has an on-campus prayer room for students, faculty and staff members. (Building 10)

## Other Useful Website

School Location	<a href="http://www.kufs.ac.jp/en/about/school_location.html">http://www.kufs.ac.jp/en/about/school_location.html</a>
Campus Map	<a href="https://www.kufs.ac.jp/en/about/facilities_equipment.html">https://www.kufs.ac.jp/en/about/facilities_equipment.html</a>
KUFUS International Affairs Facebook	<a href="https://www.facebook.com/INTERNATIONAL.KUFUS/?ref=hl">https://www.facebook.com/INTERNATIONAL.KUFUS/?ref=hl</a>
KUFUS Club Activities	<a href="http://www.kufs.ac.jp/universitylife/extracurricularactivities.html">http://www.kufs.ac.jp/universitylife/extracurricularactivities.html</a>
Library Guide	<a href="https://www.kufs.ac.jp/toshokan/eng/eriyomain.htm">https://www.kufs.ac.jp/toshokan/eng/eriyomain.htm</a>
Canteen and Cafeteria (Non-Halal Food)	<a href="https://www.kufs.ac.jp/universitylife/cooperative_store.html">https://www.kufs.ac.jp/universitylife/cooperative_store.html</a>
Local Information About Kyoto	<a href="http://www.kyotoguide.com/">http://www.kyotoguide.com/</a>

**Partner University datasheet  
2020/2021  
academic year**



<b>1. Name of University:</b>	Kyoto Sangyo University
<b>2. Country:</b>	Japan
<b>3. Website :</b>	<a href="http://www.kyoto-su.ac.jp">www.kyoto-su.ac.jp</a>
<b>4. Postal Address :</b>	Motoyama, Kamigamo, Kita-Ku, Kyoto 603-8555 Japan
<b>5. Contact person for exchange (IN-OUT) students:</b>	Last name: Churton First name: Paul e-mail: <a href="mailto:cip-ml@star.kyoto-su.ac.jp">cip-ml@star.kyoto-su.ac.jp</a>
<b>6. E-mail for exchange students enquiries:</b>	<a href="mailto:cip-ml@star.kyoto-su.ac.jp">cip-ml@star.kyoto-su.ac.jp</a>
<b>7. How many of our exchange students do you accept for next academic year?</b>	n. <u>  2  </u> per year <input checked="" type="checkbox"/> or <input type="checkbox"/> and n. <u>  2  </u> per each semester
<b>8. Can you accept more students over those indicated above?</b>	Possibly, but not guaranteed.
<b>9. How your academic year is organized? semester..quarter etc. *(please see our note down the form)</b>	Two semesters
<b>10. Academic calendar (if not yet available, please provide us the approximate periods):</b>	1 <sup>st</sup> term: April - August 2 <sup>nd</sup> term: September - February
<b>11. Examination periods (if not yet available, please provide us the approximate periods):</b>	1st term: July to August (2 to 3 weeks) 2nd term: January to February (2 to 3 weeks)
<b>12. Deadline for nominations:</b>	1 <sup>st</sup> term and full academic year : September 30 2 <sup>nd</sup> term : March 31
<b>13. Deadline for applications</b>	1 <sup>st</sup> term and full academic year : October 31 2 <sup>nd</sup> term : April 30
<b>14. Web link with application procedures information:</b>	<a href="https://www.kyoto-su.ac.jp/english/admin/exchange.html">https://www.kyoto-su.ac.jp/english/admin/exchange.html</a>
<b>15. Documents list required for application:</b>	<a href="https://www.kyoto-su.ac.jp/english/admin/exchange.html">https://www.kyoto-su.ac.jp/english/admin/exchange.html</a> 1. <a href="#">Application for admission</a> (Excel) 2. <a href="#">Japanese Language Proficiency</a> (PDF) 2.1 Exchange student language proficiency questionnaire 2.2 Japanese Computerized Adaptive Test (J-CAT) result and Japanese Language Proficiency Test (JLPT) result if available. (Minimum score of 70 on J-CAT required for registration into Japanese language classes) 2.3 Japanese Language Proficiency Reference Letter 3. Academic transcript from current university in Japanese or English (PDF) Transcripts or an accompanying document should show the student's GPA. 4. Applicants photograph in JPEG or JPG format. <a href="#">Please see here for an example.</a> 5. Passport photocopy (pages showing photo and passport details) (PDF) 6. <a href="#">Application form for Certificate of Eligibility for Student Status</a> (Excel) *(It is advised that students prepare an average of 80,000yen per month for on-campus accommodation and living expenses)

	7. <a href="#">Designated Certificate of Health (PDF)</a> (complete within 6 months of arrival in Japan. Other health forms not accepted. )															
16. Are there any kind of mandatory fees our exchange students need to pay?	Only Japanese National Health Insurance															
17. If yes, what is the amount?	Approx. 20,000yen per year, payable in monthly instalments.															
18. Do you have any specific requirements for admission of exchange students? (e. GPA, language proficiency etc.)	Yes – Japanese language requirement															
19. In case of language proficiency requirements, have our exchange students mandatory to provide any kind of language certification? If yes, which one?	Students need to take a score of 70+ on the on-line J-CAT Japanese test in order to be eligible to take Japanese language classes. Other than that, we entrust judgement to our partners.															
20. Main language of instruction:	Japanese with a selection of English taught language and academic courses also available.															
21. Others languages of instruction:	English as well as language classes in 9 other languages.															
22. Which department and lessons can our exchange students access to? Can they take classes from different departments?	Open dependent on teacher approval and space availability.															
23. Are there any departments/courses not open to our exchange students?	No. However course in computer sciences have strict requirements.															
24. Could you explain us your grading system in full?	<p><b>4) SCHOLASTIC RECORD &amp; TRANSCRIPTS</b></p> <p>Exchange students are issued one transcript free of charge at the completion at each semester. <b>Transcripts from the spring semester are issued in late September and transcripts for the autumn semester are issued in late March.</b> Originals are delivered by express registered mail to the student's home university.</p> <table border="1" data-bbox="917 1153 1465 1415"> <thead> <tr> <th></th> <th>GRADES</th> <th>POINTS</th> </tr> </thead> <tbody> <tr> <td rowspan="4">PASS</td> <td>S</td> <td>90 - 100</td> </tr> <tr> <td>A</td> <td>80 - 89</td> </tr> <tr> <td>B</td> <td>70 - 79</td> </tr> <tr> <td>C</td> <td>60 - 69</td> </tr> <tr> <td>FAIL</td> <td>※</td> <td>59 -</td> </tr> </tbody> </table>		GRADES	POINTS	PASS	S	90 - 100	A	80 - 89	B	70 - 79	C	60 - 69	FAIL	※	59 -
	GRADES	POINTS														
PASS	S	90 - 100														
	A	80 - 89														
	B	70 - 79														
	C	60 - 69														
FAIL	※	59 -														
25. If available, can you indicate the web site link where to find your courses list open to our exchange students?	<a href="https://www.kyoto-su.ac.jp/english/admin/pdf/wyc_study_ksu_fall.pdf">https://www.kyoto-su.ac.jp/english/admin/pdf/wyc_study_ksu_fall.pdf</a>															
26. Do you provide accommodation for exchange students?	Yes, but it is limited and not guaranteed.															
27. If yes, what is the average cost?	19,000yen per month for a twin room. No single rooms now available.															
28. Can you provide the web site link for accommodation information?	<a href="https://www.kyoto-su.ac.jp/english/admin/accommodation.html">https://www.kyoto-su.ac.jp/english/admin/accommodation.html</a>															
29. E-mail address for accommodation enquires:	<a href="mailto:cip-ml@star.kyoto-su.ac.jp">cip-ml@star.kyoto-su.ac.jp</a>															
30. What is the average living cost?	60,000~80,000yen per month															
31. Do you have a web site link for living cost details?																
32. Have our exchange students to subscribe any kind of insurance that is mandatory for your university and/or for your country?	Yes. Japanese National Health Insurance and insurance from their home country.															
33. If yes, can you give us more details about it and the average cost?	20,000yen per year.															
34. Visa information	Country dependent. KSU will apply to Japanese immigration for a															

	Certificate of Eligibility for each student. Once these are issued, they are sent to the home university and the student can then apply for a visa in their home country or region.
<b>35. Timing of the acceptance letter release</b>	2 months
<b>36. Acceptance letter sending mode</b>	<input checked="" type="checkbox"/> by e-mail <input type="checkbox"/> by mail to the student <input type="checkbox"/> by mail to the student's home University <input type="checkbox"/> by courier to the student <input type="checkbox"/> by courier to the student's home University
<b>37. Timing of transcript of records release</b>	Mid-March and mid-September
<b>38. Transcript of records ending mode</b>	<input type="checkbox"/> directly to the student before his departure <input type="checkbox"/> by mail to the student <input type="checkbox"/> by mail to the student's home University <input type="checkbox"/> by courier to the student <input checked="" type="checkbox"/> by courier to the student's home University
<b>39. Others useful information....</b>	

*\*PLEASE NOTE: Our academic calendar consists in a 1st semester (fall semester) starting on October (es. October 2019) and in a 2nd semester (Spring semester) starting on the middle of February (es. February 2020). For this reason, our Call AY 19/20 will unavoidably concern selection of outgoing students according to this calendar: this means that **just** for those Universities with the AY that starts with a spring semester (es. Spring 2019 + Fall 2019) we will necessarily have to consider the Fall 2019 and the Spring 2020 dates and related deadlines.*

**Partner University  
datasheet  
2020/2021  
academic year**



<b>1. Name of University:</b>	Meiji University
<b>2. Country:</b>	Japan
<b>3. Website :</b>	<a href="http://www.meiji.ac.jp/cip/english/prospective/exchange.html">http://www.meiji.ac.jp/cip/english/prospective/exchange.html</a> <a href="http://www.meiji.ac.jp/cip/english/">http://www.meiji.ac.jp/cip/english/</a>
<b>4. Postal Address :</b>	Global Front 2F, 1-1 Kanda-Surugadai, Chiyoda-ku, Tokyo, 101-8301, Japan Meiji University, International Student Office
<b>5. Contact person for exchange (IN-OUT) students:</b>	Taizo Hayashi and Yukiko Hase e-mail: <a href="mailto:exchange@meiji.ac.jp">exchange@meiji.ac.jp</a>
<b>6. E-mail for exchange students enquiries:</b>	<a href="mailto:exchange@meiji.ac.jp">exchange@meiji.ac.jp</a>
<b>7. How many of our exchange students do you accept for next academic year?</b>	n. _____ per year <input type="checkbox"/> or <input type="checkbox"/> and n. _____ per each semester You can nominate a maximum of 2 students, either graduate or undergraduate. (This means 4 students for one semester, or 2 students for the year.)
<b>8. Can you accept more students over those indicated above?</b>	No
<b>9. How your academic year is organized? semester..quarter etc. *(please see our note down the form)</b>	Please refer to page 23 of Fact Sheet. <a href="http://www.meiji.ac.jp/cip/english/prospective/co7mm90000000461-att/co7mm900000004fa.pdf">http://www.meiji.ac.jp/cip/english/prospective/co7mm90000000461-att/co7mm900000004fa.pdf</a>
<b>10. Academic calendar (if not yet available, please provide us the approximate periods):</b>	<b>1<sup>st</sup> term:</b> <b>2<sup>nd</sup> term:</b> Please refer to page 23 of Fact Sheet. <a href="http://www.meiji.ac.jp/cip/english/prospective/co7mm90000000461-att/co7mm900000004fa.pdf">http://www.meiji.ac.jp/cip/english/prospective/co7mm90000000461-att/co7mm900000004fa.pdf</a>
<b>11. Examination periods (if not yet available, please provide us the approximate periods):</b>	<b>1<sup>st</sup> term:</b> <b>2<sup>nd</sup> term:</b> Please refer to page 23 of Fact Sheet. <a href="http://www.meiji.ac.jp/cip/english/prospective/co7mm90000000461-att/co7mm900000004fa.pdf">http://www.meiji.ac.jp/cip/english/prospective/co7mm90000000461-att/co7mm900000004fa.pdf</a>
<b>12. Deadline for nominations:</b>	<b>1<sup>st</sup> term and full academic year :</b> <b>2<sup>nd</sup> term :</b> Please refer to page 1-2 of application guidelines. <a href="http://www.meiji.ac.jp/cip/english/prospective/co7mm90000000461-att/co7mm900000004d1.pdf">http://www.meiji.ac.jp/cip/english/prospective/co7mm90000000461-att/co7mm900000004d1.pdf</a>
<b>13. Deadline for applications</b>	<b>1<sup>st</sup> term and full academic year :</b> <b>2<sup>nd</sup> term :</b> Please refer to page 1-2 of application guidelines. <a href="http://www.meiji.ac.jp/cip/english/prospective/co7mm90000000461-att/co7mm900000004d1.pdf">http://www.meiji.ac.jp/cip/english/prospective/co7mm90000000461-att/co7mm900000004d1.pdf</a>
<b>14. Web link with application procedures information:</b>	<a href="http://www.meiji.ac.jp/cip/english/prospective/co7mm90000000461-att/co7mm900000004d1.pdf">http://www.meiji.ac.jp/cip/english/prospective/co7mm90000000461-att/co7mm900000004d1.pdf</a>
<b>15. Documents list required for application:</b>	Please refer to page 5 and 9 of application guidelines. <a href="http://www.meiji.ac.jp/cip/english/prospective/co7mm90000000461-att/co7mm900000004d1.pdf">http://www.meiji.ac.jp/cip/english/prospective/co7mm90000000461-att/co7mm900000004d1.pdf</a>
<b>16. Are there any kind of mandatory fees our exchange students need to pay?</b>	Please refer to page 4-22, 27 of Fact Sheet. <a href="http://www.meiji.ac.jp/cip/english/prospective/co7mm90000000461-att/co7mm900000004fa.pdf">http://www.meiji.ac.jp/cip/english/prospective/co7mm90000000461-att/co7mm900000004fa.pdf</a>



17. If yes, what is the amount?	Please refer to page 4-22, 27 of Fact Sheet. <a href="http://www.meiji.ac.jp/cip/english/prospective/co7mm90000000461-att/co7mm900000004fa.pdf">http://www.meiji.ac.jp/cip/english/prospective/co7mm90000000461-att/co7mm900000004fa.pdf</a>
18. Do you have any specific requirements for admission of exchange students? (e. GPA, language proficiency etc.)	We do not have the GPA requirements for the exchange application, however, it is anticipated that students be in good academic standing at their home institution. Students are expected to maintain good academic standing while on exchange at Meiji.  Please refer to page 3-4 and 7 of application guidelines. <a href="http://www.meiji.ac.jp/cip/english/prospective/co7mm90000000461-att/co7mm900000004d1.pdf">http://www.meiji.ac.jp/cip/english/prospective/co7mm90000000461-att/co7mm900000004d1.pdf</a>
19. In case of language proficiency requirements, have our exchange students mandatory to provide any kind of language certification? If yes, which one?	Please refer to page 3-4 and 7 of application guidelines. <a href="http://www.meiji.ac.jp/cip/english/prospective/co7mm90000000461-att/co7mm900000004d1.pdf">http://www.meiji.ac.jp/cip/english/prospective/co7mm90000000461-att/co7mm900000004d1.pdf</a>
20. Main language of instruction:	Japanese
21. Others languages of instruction:	English
22. Which department and lessons can our exchange students access to? Can they take classes from different departments?	Please refer to page 28-37 of Fact Sheet. <a href="http://www.meiji.ac.jp/cip/english/prospective/co7mm90000000461-att/co7mm900000004fa.pdf">http://www.meiji.ac.jp/cip/english/prospective/co7mm90000000461-att/co7mm900000004fa.pdf</a> Please consult the school office after arrival to take classes from different departments.
23. Are there any departments/courses not open to our exchange students?	Depends on school. Please inquire the International Student Office. (mail to: exchange@meiji.ac.jp)
24. Could you explain us your grading system in full?	Please refer to page 26 of Fact Sheet. <a href="http://www.meiji.ac.jp/cip/english/prospective/co7mm90000000461-att/co7mm900000004fa.pdf">http://www.meiji.ac.jp/cip/english/prospective/co7mm90000000461-att/co7mm900000004fa.pdf</a>
25. If available, can you indicate the web site link where to find your courses list open to our exchange students?	Please refer to page 28-37 of Fact Sheet. <a href="http://www.meiji.ac.jp/cip/english/prospective/co7mm90000000461-att/co7mm900000004fa.pdf">http://www.meiji.ac.jp/cip/english/prospective/co7mm90000000461-att/co7mm900000004fa.pdf</a>
26. Do you provide accommodation for exchange students?	Yes
27. If yes, what is the average cost?	Please refer to page 4-22 of Fact Sheet. <a href="http://www.meiji.ac.jp/cip/english/prospective/co7mm90000000461-att/co7mm900000004fa.pdf">http://www.meiji.ac.jp/cip/english/prospective/co7mm90000000461-att/co7mm900000004fa.pdf</a>
28. Can you provide the web site link for accommodation information?	Please refer to page 4-22 of Fact Sheet. <a href="http://www.meiji.ac.jp/cip/english/prospective/co7mm90000000461-att/co7mm900000004fa.pdf">http://www.meiji.ac.jp/cip/english/prospective/co7mm90000000461-att/co7mm900000004fa.pdf</a>
29. E-mail address for accommodation enquires:	exchange@meiji.ac.jp
30. What is the average living cost?	Please refer to page 27 of Fact Sheet. <a href="http://www.meiji.ac.jp/cip/english/prospective/co7mm90000000461-att/co7mm900000004fa.pdf">http://www.meiji.ac.jp/cip/english/prospective/co7mm90000000461-att/co7mm900000004fa.pdf</a>
31. Do you have a web site link for living cost details?	Please refer to page 27 of Fact Sheet. <a href="http://www.meiji.ac.jp/cip/english/prospective/co7mm90000000461-att/co7mm900000004fa.pdf">http://www.meiji.ac.jp/cip/english/prospective/co7mm90000000461-att/co7mm900000004fa.pdf</a>
32. Have our exchange students to subscribe any kind of insurance that is mandatory for your university and/or for your country?	Yes



<b>33. If yes, can you give us more details about it and the average cost?</b>	Please refer to page 27 of Fact Sheet. <a href="http://www.meiji.ac.jp/cip/english/prospective/co7mm90000000461-att/co7mm900000004fa.pdf">http://www.meiji.ac.jp/cip/english/prospective/co7mm90000000461-att/co7mm900000004fa.pdf</a>
<b>34. Visa information</b>	<a href="http://www.meiji.ac.jp/cip/english/prospective/exchange.html">http://www.meiji.ac.jp/cip/english/prospective/exchange.html</a>
<b>35. Timing of the acceptance letter release</b>	Please refer to page 1-2 of application guidelines. <a href="http://www.meiji.ac.jp/cip/english/prospective/co7mm90000000461-att/co7mm900000004d1.pdf">http://www.meiji.ac.jp/cip/english/prospective/co7mm90000000461-att/co7mm900000004d1.pdf</a>
<b>36. Acceptance letter sending mode</b>	Original of acceptance letter will be sent to the program coordinator by EMS.
<b>37. Timing of transcript of records release</b>	Please refer to page 26 of Fact Sheet. <a href="http://www.meiji.ac.jp/cip/english/prospective/co7mm90000000461-att/co7mm900000004fa.pdf">http://www.meiji.ac.jp/cip/english/prospective/co7mm90000000461-att/co7mm900000004fa.pdf</a>
<b>38. Transcript of records ending mode</b>	<input checked="" type="checkbox"/> by courier to the student's home University
<b>39. Others useful information....</b>	<a href="http://www.meiji.ac.jp/cip/english/prospective/exchange.html">http://www.meiji.ac.jp/cip/english/prospective/exchange.html</a>

\*PLEASE NOTE: *Our academic calendar consists in a 1st semester (fall semester) starting on October (es. October 2019) and in a 2nd semester (Spring semester) starting on the middle of February (es. February 2020). For this reason, our Call AY 19/20 will unavoidably concern selection of outgoing students according to this calendar: this means that **just** for those Universities with the AY that starts with a spring semester (es. Spring 2019 + Fall 2019) we will necessarily have to consider the Fall 2019 and the Spring 2020 dates and related deadlines.*

**Partner University  
datasheet  
2020/2021  
academic year**



<b>1. Name of University:</b>	Seinan Gakuin University
<b>2. Country:</b>	Japan
<b>3. Website :</b>	<a href="http://www.seinan-gu.ac.jp/eng">http://www.seinan-gu.ac.jp/eng</a>
<b>4. Postal Address :</b>	6-2-92, Nishijin, Sawara-ku, Fukuoka 814-8511 Japan
<b>5. Contact person for exchange (IN-OUT) students:</b>	Last name: (inbound) INOUE (outbound) YAMAGUCHI First name: (inbound) Mariko (outbound) Kaho e-mail: (inbound) inbound@seinan-gu.ac.jp (outbound) outbound@seinan-gu.ac.jp
<b>6. E-mail for exchange students enquiries:</b>	<a href="mailto:inbound@seinan-gu.ac.jp">inbound@seinan-gu.ac.jp</a>
<b>7. How many of our exchange students do you accept for next academic year?</b>	n. <u> 2 </u> per year <input checked="" type="checkbox"/> or <input type="checkbox"/> and n. <u> 4 </u> per each semester
<b>8. Can you accept more students over those indicated above?</b>	Negotiable
<b>9. How your academic year is organized? semester..quarter etc. *(please see our note down the form)</b>	semester
<b>10. Academic calendar (if not yet available, please provide us the approximate periods):</b>	1 <sup>st</sup> term: August – December 2 <sup>nd</sup> term: January – May <a href="http://www.seinan-gu.ac.jp/eng/study_abroad/academic_calendar.html">http://www.seinan-gu.ac.jp/eng/study_abroad/academic_calendar.html</a>
<b>11. Examination periods (if not yet available, please provide us the approximate periods):</b>	1st term: at the end of December 2nd term: at the end of May
<b>12. Deadline for nominations:</b>	1 <sup>st</sup> term and full academic year : March 1 <sup>st</sup> , 2020 2 <sup>nd</sup> term : September 15 <sup>th</sup> , 2020
<b>13. Deadline for applications</b>	1 <sup>st</sup> term and full academic year : March 31 <sup>st</sup> , 2020 2 <sup>nd</sup> term : September 30 <sup>th</sup> , 2020
<b>14. Web link with application procedures information:</b>	<a href="http://www.seinan-gu.ac.jp/eng/study_abroad/exchange_students.html">http://www.seinan-gu.ac.jp/eng/study_abroad/exchange_students.html</a>
<b>15. Documents list required for application:</b>	<a href="http://www.seinan-gu.ac.jp/eng/study_abroad/exchange_students.html">http://www.seinan-gu.ac.jp/eng/study_abroad/exchange_students.html</a>
<b>16. Are there any kind of mandatory fees our exchange students need to pay?</b>	Insurance See more information: <a href="http://www.seinan-gu.ac.jp/eng/study_abroad/costs_aid.html">http://www.seinan-gu.ac.jp/eng/study_abroad/costs_aid.html</a>
<b>17. If yes, what is the amount?</b>	Japan National Health Insurance: 1,500 - 2,000yen approx. / month Personal Accident Insurance for Students: 1,000yen(One-time only) Comprehensive Life Insurance (Personal Liability Insurance): 1,200yen/ 5months - 1,600yen/ 10months approx.
<b>18. Do you have any specific requirements for admission of exchange students? (e. GPA, language proficiency etc.)</b>	If the applicant's native language is not English, it is preferable to have a score of either TOEFL-PBT 550, TOEFL-iBT 79-80, or IELTS 6.0. But exchange students do not need to submit the proof.
<b>19. In case of language</b>	No

proficiency requirements, have our exchange students mandatory to provide any kind of language certification? If yes, which one?	
20. Main language of instruction:	English
21. Others languages of instruction:	Japanese
22. Which department and lessons can our exchange students access to? Can they take classes from different departments?	International Division <a href="http://www.seinan-gu.ac.jp/eng/study_abroad/international_division.html">http://www.seinan-gu.ac.jp/eng/study_abroad/international_division.html</a>
23. Are there any departments/courses not open to our exchange students?	All courses in the regular departments are conducted in Japanese. But there is a possibility to be able to take courses from the regular departments if students' Japanese language proficiency is very high.
24. Could you explain us your grading system in full?	A = 100-90, B=89-80, C=79-70, D=69-60, F=59 or below
25. If available, can you indicate the web site link where to find your courses list open to our exchange students?	<a href="http://www.seinan-gu.ac.jp/eng/study_abroad/courses_offered.html">http://www.seinan-gu.ac.jp/eng/study_abroad/courses_offered.html</a>
26. Do you provide accommodation for exchange students?	Yes
27. If yes, what is the average cost?	31,000 to 60,000yen/ month
28. Can you provide the web site link for accommodation information?	<a href="http://www.seinan-gu.ac.jp/eng/campus_life/housing.html">http://www.seinan-gu.ac.jp/eng/campus_life/housing.html</a>
29. E-mail address for accommodation enquires:	<a href="mailto:inbound@seinan-gu.ac.jp">inbound@seinan-gu.ac.jp</a>
30. What is the average living cost?	Approx. 80,000yen / month
31. Do you have a web site link for living cost details?	<a href="http://www.seinan-gu.ac.jp/eng/study_abroad/costs_aid.html">http://www.seinan-gu.ac.jp/eng/study_abroad/costs_aid.html</a>
32. Have our exchange students to subscribe any kind of insurance that is mandatory for your university and/or for your country?	Yes
33. If yes, can you give us more details about it and the average cost?	Japan National Health Insurance: 1,500 - 2,000yen approx. / month Personal Accident Insurance for Students: 1,000yen(One-time only) Comprehensive Life Insurance (Personal Liability Insurance): 1,200yen/ 5months - 1,600yen/ 10months approx.
34. Visa information	<a href="http://www.seinan-gu.ac.jp/eng/campus_life/visa.html">http://www.seinan-gu.ac.jp/eng/campus_life/visa.html</a>
35. Timing of the acceptance letter release	Fall: at the end of May or early June Spring: November
36. Acceptance letter sending mode	<input type="checkbox"/> by mail to the student <input checked="" type="checkbox"/> by mail to the student's home University <input type="checkbox"/> by courier to the student <input type="checkbox"/> by courier to the student's home University
37. Timing of transcript of records release	Fall: at the end of November or early February Spring: early- mid June
38. Transcript of records ending mode	<input type="checkbox"/> directly to the student before his departure <input type="checkbox"/> by mail to the student <input checked="" type="checkbox"/> by mail to the student's home University <input type="checkbox"/> by courier to the student <input type="checkbox"/> by courier to the student's home University

**39. Others useful information....**

[http://www.seinan-gu.ac.jp/eng/summer\\_program/pre-arrival-information.html](http://www.seinan-gu.ac.jp/eng/summer_program/pre-arrival-information.html)

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**Partner University  
datasheet  
2020/2021  
academic year**



<b>1. Name of University:</b>	Waseda University
<b>2. Country:</b>	Japan
<b>3. Website :</b>	<a href="https://www.waseda.jp/top/en">https://www.waseda.jp/top/en</a>
<b>4. Postal Address :</b>	Waseda University Center for International Education (CIE) Waseda Global Gate 1st Floor, Bldg#22, 1-7-14 Nishi-Waseda, Shinjuku-Ku, 169-0051, Tokyo, JAPAN Tel: +81-3-3203-9079
<b>5. Contact person for exchange (IN-OUT) students:</b>	<b>【Inbound】</b> Last name: Takako First name: Ota e-mail: <a href="mailto:ex-in-cie@list.waseda.jp">ex-in-cie@list.waseda.jp</a> <b>【Outbound】</b> Last name: N/A First name: N/A e-mail: <a href="mailto:out-cie@list.waseda.jp">out-cie@list.waseda.jp</a>
<b>6. E-mail for exchange students enquiries:</b>	<b>【Inbound】</b> <a href="mailto:ex-in-cie@list.waseda.jp">ex-in-cie@list.waseda.jp</a> <b>【Outbound】</b> <a href="mailto:out-cie@list.waseda.jp">out-cie@list.waseda.jp</a>
<b>7. How many of our exchange students do you accept for next academic year?</b>	n. ___1___ per year √ or <input type="checkbox"/> and n. ___1___ per each semester
<b>8. Can you accept more students over those indicated above?</b>	Depends on the situation.
<b>9. How your academic year is organized? semester..quarter etc. *(please see our note down the form)</b>	Our academic year starts in the Spring semester, and admission is either in April (Spring) or September (Fall) with the choice of duration of study, one-semester or one-year. However, some schools (majors) set particular semester of admission/duration of study. Please refer to "Note" for each school's policy.
<b>10. Academic calendar (if not yet available, please provide us the approximate periods):</b>	Please refer to the academic calendar for 2019/20 (Spring 2019 and Fall 2019). The information is subject to change for next academic year (Spring 2020 and Fall 2020). <a href="https://www.waseda.jp/top/en/about/work/organizations/academic-affairs-division/academic-calendar">https://www.waseda.jp/top/en/about/work/organizations/academic-affairs-division/academic-calendar</a>
<b>11. Examination periods (if not yet available, please provide us the approximate periods):</b>	It varies but normally begins in mid-July for spring semester and mid-January for fall semester.
<b>12. Deadline for nominations:</b>	We do not require nominations in advance but please kindly be informed that in the application documents, we do require to submit the nomination letter by using our certain format so please kindly ask your students to act accordingly then.
<b>13. Deadline for applications</b>	1 <sup>st</sup> term and full academic year: The deadline for Spring 2020 (Apr to early Aug 2020) is on Nov 20th, 2019. 2 <sup>nd</sup> term: TBD. For your information, the deadline for Fall 2019 (Sep 2019 to Mar 2020) was on Mar 1st, 2019.
<b>14. Web link with application procedures information:</b>	Online application link will be sent to program coordinators of each school when it becomes available, so please forward the application information to your nominated students. Please see the link below for further information. <a href="https://www.waseda.jp/inst/cie/en/exchange/application">https://www.waseda.jp/inst/cie/en/exchange/application</a>

<b>15. Documents list required for application:</b>	Please refer to "Requirements and Course Lists" on the following URL. <a href="https://www.waseda.jp/inst/cie/en/exchange/application">https://www.waseda.jp/inst/cie/en/exchange/application</a>
<b>16. Are there any kind of mandatory fees our exchange students need to pay?</b>	All exchange students residing with a visa lasting three months or longer are required to enrol Japan's National Health Insurance at the city office they reside. With this insurance, medical expenses will be reduced to 20-30% of total amount (with some exceptions at certain medical facilities).
<b>17. If yes, what is the amount?</b>	Monthly insurance fee may vary by your residential area (city/ward), but usually around 2000 yen or less.
<b>18. Do you have any specific requirements for admission of exchange students? (e. GPA, language proficiency etc.)</b>	Depends on schools. Please refer to "Requirements and Course Lists" for further information. <a href="https://www.waseda.jp/inst/cie/en/exchange/application">https://www.waseda.jp/inst/cie/en/exchange/application</a>
<b>19. In case of language proficiency requirements, have our exchange students mandatory to provide any kind of language certification? If yes, which one?</b>	In case of native speaker, we do not require English language proficiency documents. However, all applicants who are applying to a Japanese-Based program OR applicants whose native language is not English and are applying to English-Based program will need the language proficiency documents (English or Japanese). If the applicant is currently enrolled in a program where the primary language of instruction is English, certificate issued by the home university which confirms his/her enrollment will substitute for the language certificates.
<b>20. Main language of instruction:</b>	English or Japanese
<b>21. Others languages of instruction:</b>	English or Japanese
<b>22. Which department and lessons can our exchange students access to? Can they take classes from different departments?</b>	At Waseda, in principle, students can only take courses from the School they are enrolled in. The options for them to take courses from other schools are quite limited, so please do not rely on taking courses outside the school they apply to. <a href="https://www.waseda.jp/inst/cie/en/exchange/application">https://www.waseda.jp/inst/cie/en/exchange/application</a>
<b>23. Are there any departments/courses not open to our exchange students?</b>	Please refer to "Requirements and Course Lists" on the following URL. Only the schools/departments listed in the webpage are open to exchange students. <a href="https://www.waseda.jp/inst/cie/en/exchange/application">https://www.waseda.jp/inst/cie/en/exchange/application</a>
<b>24. Could you explain us your grading system in full?</b>	Applicants must meet the GPA requirement on a 4.0 scale. In case your university does not adopt a GPA 4.0 scale, the applicant's transcript(s) and grading system chart will be taken into consideration upon recalculating the GPA on a 4.0 scale, and meeting the required GPA of the desired school (major) of Waseda. On a 100-point scale, applicants roughly need to score 75 to satisfy the GPA 3.0.  Students may earn 2 credits for lecture-style course (90mins x15 times) and 1 credit for Japanese language course (90mins x15 times) offered by Center for Japanese Language (CJL) unless otherwise specified.
<b>25. If available, can you indicate the web site link where to find your courses list open to our exchange students?</b>	<a href="https://www.waseda.jp/inst/cie/en/exchange/application">https://www.waseda.jp/inst/cie/en/exchange/application</a>
<b>26. Do you provide accommodation for exchange students?</b>	Waseda University provides dormitories exclusively for students on the exchange program; the Waseda University International Student House, Waseda Hoshien, and Nishi-Waseda International Student House. However, it is not guaranteed due to the limited number of rooms. Please see below for details on the exchange student dormitories. <a href="https://www.waseda.jp/inst/rlc/en/student_dormitory/exchange/">https://www.waseda.jp/inst/rlc/en/student_dormitory/exchange/</a> Information on how to apply to the dorms will be provided to the student once they have been accepted onto the exchange program. Also, if dorms are not provided, assistance to find an accommodation is given. Some students find their room in an apartment or a shared house by themselves. Some choose to live with a host family. For more information on housing, please refer to the following URL. <a href="https://www.waseda.jp/inst/rlc/en/support/housing/">https://www.waseda.jp/inst/rlc/en/support/housing/</a>
<b>27. If yes, what is the average cost?</b>	Depends on the dormitory. For your information, please refer to the following link. <a href="http://www.waseda.jp/rlc/exchangedorm/index.html">http://www.waseda.jp/rlc/exchangedorm/index.html</a>

<b>28. Can you provide the web site link for accommodation information?</b>	Please see below for details on the exchange student dormitories. <a href="https://www.waseda.jp/inst/rlc/en/student_dormitory/exchange/">https://www.waseda.jp/inst/rlc/en/student_dormitory/exchange/</a> For more information on housing, please refer to the following URL. <a href="https://www.waseda.jp/inst/rlc/en/support/housing/">https://www.waseda.jp/inst/rlc/en/support/housing/</a>
<b>29. E-mail address for accommodation enquires:</b>	<a href="mailto:housing@waseda-pm.com">housing@waseda-pm.com</a>
<b>30. What is the average living cost?</b>	Differ depending on individual life styles, but the average monthly cost is 80,000 yen for housing, and 80,000 yen for living expenses (food, transportation and daily necessities).
<b>31. Do you have a web site link for living cost details?</b>	N/A
<b>32. Have our exchange students to subscribe any kind of insurance that is mandatory for your university and/or for your country?</b>	As mentioned before, all exchange students residing with a visa lasting three months or longer are required to enrol Japan's National Health Insurance at the city office they reside. With this insurance, medical expenses will be reduced to 20-30% of total amount (with some exceptions at certain medical facilities).
<b>33. If yes, can you give us more details about it and the average cost?</b>	Monthly insurance fee may vary by your residential area (city/ward), but usually around 2000 yen or less.
<b>34. Visa information</b>	We will apply for student(s)' certificate of eligibility (COE) and send it to their home institution once it is issued by the Immigration Bureau. Please see the following URL for details. <a href="http://www.cie-waseda.jp/visastatus/en/index.html">http://www.cie-waseda.jp/visastatus/en/index.html</a>
<b>35. Timing of the acceptance letter release</b>	Anticipated dates for notification of acceptance For Spring entry: Around the end of January For Fall entry: Around the beginning of June
<b>36. Acceptance letter sending mode</b>	<input type="checkbox"/> by mail to the student <input type="checkbox"/> by mail to the student's home University <input type="checkbox"/> by courier to the student <input checked="" type="checkbox"/> by courier to the student's home University
<b>37. Timing of transcript of records release</b>	The estimated dates which official transcripts will be issued and mailed to home university are bellow. Fall Semester: Semester Program: May, One-year Program: October Spring Semester: Semester Program: October, One-Year Program: May
<b>38. Transcript of records ending mode</b>	<input type="checkbox"/> directly to the student before his departure <input type="checkbox"/> by mail to the student <input type="checkbox"/> by mail to the student's home University <input type="checkbox"/> by courier to the student <input checked="" type="checkbox"/> by courier to the student's home University
<b>39. Others useful information....</b>	All necessary information can be found in the link below. <a href="https://www.waseda.jp/inst/cie/en/exchange">https://www.waseda.jp/inst/cie/en/exchange</a>

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