Toyo Study Abroad Program Fact Sheet for 2024 Fall Enrollment (Paid)

Eligibility Eligibility Students who are enrolled in our partner universities and were nominated by their home institution, ISEP Direct, UMAP Program B, CIS Abroad and Knowledge Exchange Institute (KEI) students. Students whose academic performance is GPA2.5/4.0 or higher 【Partner U/KEI],GPA3.0/4.0 or higher [ISEP Direct/UMAP/CIS Abroad]. Students who have a Japanese Language Proficiency Test (JLPT) score of N3 or higher or the equivalent of CEFR B2 or higher in English or who come from a university where the language of instruction is Japanese or English. *We can accept the following English scores. Cambridge Examination 160 or higher Eiken Pre-1 or 1 GTEC Advanced 1190 or higher **GTEC CBT** 1190 or higher **IELTS** 5.5 or higher **TEAP** 309 or higher **TEAP CBT** 600 or higher **TOEFL iBT** 72 or higher TOEIC L&R+TOEIC S&W 1530 or higher *Please calculate as follows. Formula: TOEIC L&R score+(TOEIC S&W score*2.5) e.g. TOEIC L&R 800, TOEIC S&W 300 \rightarrow 800+(300*2.5)=1550 *Students who don't have a Japanese or English language proficiency test score are required to submit an "English-Language Ability Certificate". Students can access the certificate on our website and Toyo Net-ACE. *If your home university mostly offers courses in English, you don't need to submit proof of your English language ability. Application fee Partner university One semester One academic year Payment due **Tuition** and UMAP students: 10,000 JPY 10,000 JPY At the time of Application fee application Tuition 500,000 JPY 1,000,000 JPY About the time of your arrival *Application fee is non-refundable. Tuition refund for cancellation of study abroad program depends on the time of cancellation (see below). *If our tuition changes, we will let you know as soon as possible. Time of cancellation Impact on tuition payment Before the starting date of the study Full refund abroad program After the starting date of the one-semester No refund study abroad program

After the starting date of the first semester

No refund for first semester tuition;

of a two-semester study abroad program	full refund of second semester tuition	
After the starting date of the second	No refund	
semester of a two-semester study abroad		
program		

ISEP Direct, UMAP B, CIS Abroad and KEI students: Please pay the necessary fees to the respective organization by the deadline.

Important considerations

Support system - If you need special support or accommodations because of any sort of disability (learning or otherwise), please consult with us early in the application process. A letter from your physician and an accommodation letter from your home university will be required. We will contact you to confirm your situation and determine what kind of support we can provide.

Affiliated faculty - During your study abroad program, you will be assigned to a faculty at Toyo that may not necessarily match the faculty/department of your home university. The faculty with which you are affiliated has no bearing on the courses you take while at Toyo.

Academic level - Graduate students who participate in the study abroad program at Toyo are regarded as undergraduate students; however, graduate students who satisfy certain conditions may take some graduate level coursework.

Change of period of study – After you have submitted your online application, it is not possible to change your period of study (from one semester to one year, or from one year to one semester).

Course list – Not all Toyo courses are available for study abroad students. Study abroad students choose courses from the list of courses for study abroad students at Toyo. The course list will be available about one month before the semester starts.

After exchange program – You need to return to your country within about two weeks after your program ends. You cannot join an internship/other activities in Japan after your exchange period.

Classes

Academic calendar (provisional)

The academic year of Toyo University is divided into two semesters (spring semester and autumn semester) and four quarters (1st quarter – 4th quarter). We will notify you once the 2025 academic calendar has been confirmed.

For reference, please refer to the 2024 AY calendar below.

Semester	Spring semester		Autumn semester	
Quarter	1 2		3	4
Term of	April 8 – June 10 –		Sept. 20 -	Nov.22-
classes	June 8	August 3	Nov.21	Jan.31
Vacation	April 29 – May 4;		Nov. 1 – 7; Dec. 24 – Jan.3; Jan	
period	August 4 – Sept.19		13; Jan 17-18;Fe	eb. 1 – March 31

Examinations will be held during the term of classes.

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Credit system	One credit is awarded for 45 hours of coursework including classes and self-learning.				
	Of these 45 hours, classes account for 15 hours for lectures/seminars, 30 hours for				
	foreign language courses, and 45 hours for experiments/exercises/practices.				
	st 45 minutes is calculated as 1 hour, so a 90-minute class is calculated as 2 hours.				
	Class, course, etc.	Number of	Number of class	Learn	ing hours
		credits	sessions	Class	Preparation
			(per semester)	hours	and review
	Lecture, seminar	2	15	30 hours	60 hours
	Foreign language	1	15	30 hours	15 hours
	Experiment/exercise	1	15	45 hours	0 hour
	/practice				
N	In general, academic cours				
Number of	To maintain visa status		-	-	
courses to be taken	required to take at leasupper limit to the number		•		reek. There is no
Consultation	Students can consult v				of their exchange
for courses	program regarding acad				•
Courses	The courses you are eli	•	<u> </u>		
available for	Courses	9	Requirements	Notes	,
study abroad	General academic co	urses*	JLPT N2 or above		r exchange
students	(Taught in Japanese)		(or the equivalent)		kes some NEST
					nd reaches evel at the end
				of the 1 st s	
					n take these
				courses ir	
				semester.	
	General academic courses*		English proficiency	,	me university ers courses in
	(Taught in English)		of CEFR B2 or		ou can take
			above	those cou	rses without
			(or the equivalent)		ny additional
	Japanese (NEST Cou	reae)		requireme	ents. who have JLPT 2 or
	·Japanese for Beginners	•	_		not take NEST
	·Japanese for Beginners F	-		courses.	
					would like to take
	·Integrated Japanese Theory I ~ II				urse, he/she needs
	·Integrated Japanese Practice I ~Ⅲ				from the Instructor f the course.
	· Japanese Listening I ~ Ⅲ				
	·Japanese Reading I ∼III				
	Project Work I ~Ⅲ				
	Japanese Writing I ∼III				
	·Japanese Culture and Society A/B				
	·Introduction to Japanolog	ју А/В			

	/Japan ·Japanes ·Japanes ·Japanes A/B (Be ·Japanes	ese culture e IA/IIA e IB/IIB e Language a ginner level s	and Society students) and Culture A/B	JLPT N2 or above (or the equivalent)	If a 1-year exchange student takes some NEST courses and reaches JLPT N2 level at the end of the 1 st semester, he/she can take these courses in the 2 nd semester.		
Courses				Outline			
General academic courses (provisional)	deneral academic courses: General academic courses are courses which are offered to the study abroad study accourses (provisional) *What are General academic courses: General academic courses are courses which are offered to the study abroad study accounts and by the Faculties of Letters, Economics, Business Administration, Law, Sociol Regional Development Studies, Global and Regional Studies and International Tourism Management. Study abroad students choose courses from the course list for study abroad study Note: Not all Toyo courses are available for study abroad students. For your reference please click the link below to see course lists from past semesters and confirm you can study during your study abroad period. Most science and computer science.				ninistration, Law, Sociology, I Studies and International st for study abroad students. students. For your reference, semesters and confirm what		
Grading criteria	/Awarding	courses will not be available to study abroad students. /Awarding of Credits					
Criteria for performance appraisal	Pass/Fail	Grade	Range of grade points		Criteria the attainment target with		
	Pass	S	100 - 90	outstanding results.	the attainment target with		
		Α	89 - 80	Sufficiently reached t	he attainment target.		
		В	79 - 70	Reached the attainm	ent target.		
		С	69 - 60	Barely reached the a			
		D	59 - 40	Some evaluation it attainment target.	tems have not reached		
	Fail	Е	39 or lower	All or most of the eva	aluation items have not arget.		
		*	Not sufficient for appraisal	Appraisal requiremen	nts such as attendance, port submission are not		
	You will receive a grade for each course for which you are registered.						
If you do not meet the appraisal requirements, your p			uirements, your perfo	ormance record for the class			
	will be stamped with "*"(Not sufficient for appraisal.)						
Awarding of Credits	Credits can only be awarded for courses for which students received "Pass" results.						
Academic	Your academic transcript at Toyo University will be sent to your home institute after						
transcript	you complete the study abroad program. (About one and a half months after completion.)						

Campuses https://www.toyo.ac.jp/en/about/access/				
Campus where study abroad program is offered.	Campus	Faculty		
0	Hakusan	Letters, Economics, Business Administration, Law, Sociology, Global		
		and Regional Studies, and International Tourism Management		
×	Akabane-	Information Networking for Innovation and Design,		
	dai	Design for Welfare Society, Health and Sports Sciences		
X	Kawagoe	Science and Engineering/ Information Sciences and Arts		
X	Asaka	Life Sciences/ Food and Nutritional Sciences		

Housing

Introduction

You can move in to the Toyo University dormitory Akabanedai International House ("Al-House HUB-4") or Kokusai Kaikan /International House(I-House). The details of the application will be announced in May. If the number of requests for the Al-House/ I-House exceeds the number of spots available, a lottery will be held to determine placements.

*ISEP, CIS Abroad and KEI students are required to live in the AI-House HUB-4. It is also possible to stay in other student accommodations, general rental properties, with relatives, etc. Conditions vary from facility to facility, so please be sure to check prospective accommodations carefully.

Reference for general rental properties:

Uninest Hakusan: https://unineststudents.jp/en/locations/tokyo/hakusan-house/

Nasic: http://749.jp/

SAKURA HOUSE: http://www.sakura-house.com/en

You need to complete the following ward office procedures within 2 weeks after arrival.

- 1) Register as a resident of your ward
- 2) Enroll in Japan's National Health Insurance plan
- 3) Apply for tax exemption
- -For those who live in the AI-House HUB-4/I-House (国際会館)

International Affairs Office staff will help you out with the above procedures.

- -For students who live in Bunkyo ward or Kita ward, but NOT in Toyo University housing International Affairs Office staff will help you complete the above procedures. Students who live in other wards are asked to complete the procedures themselves within two weeks after arrival.
- *If you come to Japan other than on the arrival dates which are specified by Toyo University, our International Affairs Office staff will not help you with the above procedures. Please kindly complete the ward office procedures by yourself within 2 weeks after arrival.
- -For those who live in areas other than Bunkyo ward or Kita ward Please kindly complete the ward office procedures by yourself.
- * All information above is subject to change.

Facility	Al-House HUB-4	Kokusai Kaikan/International House		
1 domity	7 Thouse FIELD 4	(I-House)		
Arrangement	Student applies via website.			
Address	〒115-0053 Akabanedai 1-7-37, Kita-	〒113-0022 3-2-4 Sendagi, Bunkyo-ku,		
	ku, Tokyo	Tokyo(15 minutes on foot from Hakusan		
	(35-minute commute (15 minutes by	Campus)		
	train plus 17minutes walking) from	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		
	Hakusan Campus, on Akabanedai			
	Campus)			
Period of Stay	Partner ur	niversity students		
	September 9, 2024 to Fe	ebruary 28, 2025 (1 semester)		
	September 9, 2024	to August 9, 2025 (1 year)		
	*ISEP/CIS Al	oroad/KEI students:		
	September 9, 2024 to Fe	ebruary 10, 2025 (1 semester)		
	September 9, 2024	to August 9, 2025 (1 year)		
Rent and room	98,300JPY/month	►Single-occupancy bedroom		
type	Breakdown:	83, <u>300JPY/month</u>		
	Rent 96,000JPY/month	Breakdown:		
	Renting bedding 2,300 JPY/month	Rent 81,000JPY/month		
	All rooms are singles. There are	Renting bedding 2,300 JPY/month		
	shared spaces for kitchens, showers,			
	and toilets.	Double-occupancy bedroom		
	Breakfast and dinner on weekdays	53, <u>300JPY/month</u>		
	(during periods when classes are in	Breakdown:		
	session), electricity, water, heat, and	Rent 51,000JPY/month		
	internet are included in the housing	Renting bedding 2,300 JPY/month		
	fee.			
	If you make excessive use of utilities,	Even if you are placed in a single-occupancy		
	you may have to pay a separate overuse fee.	bedroom, living, kitchen, bathroom and		
	overuse ree.	toilets are shared space.		
		Depending on availability, you may not be assigned the room you want.		
		Electricity, water, heat, and internet are		
		included in the housing fee. If you make		
		excessive use of utilities, you may have to		
		pay a separate overuse fee.		
Payment	After arriving in Japan, you will be required to pay the accommodation fee at a			
method	convenience store every month.			
	The bill will be delivered to the dormitory post.			
		·		

Facility/equipm	∘Refrigerator ∘Air-conditioner ∘Desk	∘Bath ∘Toilet ∘Washstand ∘ Hot water	
ent	∘Chairs ∘Curtains ∘Closet ∘WIFI	supply equipment oRefrigerator oKitchen	
	∘Bed	Oven oMicrowave oAir conditioner	
		∘Washing machine ∘ Dryer ∘TV ∘Bed	
	*You need to pay for renting bedding.	∘Bedding ∘ Desk ∘Chairs ∘Curtains ∘Closet	
		∘Table (except for studio style units) ∘ WIFI	
		*You need to pay for renting bedding.	
Common	∘Lobby ∘Cafeteria ∘Shared kitchen	∘Lobby ∘ Multipurpose room	
facilities	∘Shower room		
	∘Toilet ∘Laundry room ∘Multipurpose		
	room ∘Study room ∘Music studio		
Managers and	There are resident managers who	There are two resident managers who	
securities	oversee the management and	oversee the management and operation of	
	operation of the building. (8:00AM-	the building. (8:00AM-7:00PM)	
	7:00PM on weekdays)		
	Security guards are on duty in the		
	evening (7:00PM-8:00AM).		
Resident	Toyo University student resident assistants provide support to study abroad student		
Assistant (RA)	and organize social and educational events.		
	Only AI-House has special monthly programs for residents.		
Transportation	11,860 JPY for a 3-month student	You don't need a commuter pass because	
expenses	commuter pass	it's within walking distance.	
Website	https://toyo.749.cc/aihouse/	https://toyo.749.cc/kokusai/	
Remarks	Upon receiving the acceptance letter	Upon receiving the acceptance letter from	
	from Toyo, residents are required to	Toyo, residents are required to sign and	
	sign and submit an agreement on	submit an agreement on terms of use. Those	
	terms of use. Those who cannot agree	who cannot agree to the terms of use will not	
	to the terms of use will not be	be permitted to move in.	
	permitted to move in.		
		·With the exception of Toyo students,	
	·Visitors including family members,	visitors, including family members, are not	
	are not allowed to enter the room.	allowed to enter the room.	
	·Please check the occupancy guide	·Please check the occupancy guide for	
	for more details.	more details.	

Life in Japan	
Meals	Campus cafeteria: Meals are available for about 550 JPY. The cafeteria is open 10:00
	am to 8:00 pm, Monday through Saturday except during the university's long vacation
	periods and holidays.
	There are many supermarkets, convenience stores, and restaurants around Hakusan
	Campus.

Health	Study abroad students are required by Japanese law to enroll in Japanese National
Insurance	Health Insurance (NHI). The insurance fee is approximately 1,500 JPY per month. With
	Japanese National Health Insurance, students only have to pay 30% of the medical
	costs when they go to see doctors. More details about the insurance are provided
	during orientation sessions to be held upon your arrival. You will apply for NHI during
	orientation. In addition, we strongly recommend you to make arrangements for
	voluntary travel insurance in your home country that covers emergencies.
Student ID	Toyo University issues study abroad students a student ID card, which is used to
card	access Toyo University's libraries and PC rooms. This card also allows students to
	obtain discounts for travel fares, museum entrance fees, theater fees, etc.
Bank account	Study abroad students can open a bank account with a Japanese bank after they arrive
	in Japan. It takes about two weeks to open a bank account. Remittances from overseas
	to Japan usually take approximately one week to 10 days. We strongly recommend
	bringing a credit card which can be used in Japan. You cannot apply for a Japanese
	credit card until 6 months after you have registered as a resident.
Part-time	As a study abroad student, it is possible to get a part-time job and work up to 28 hours
work	per week. To do so, you must acquire Permission to Engage in Activity Other than that
	Permitted under the Status of Residence Previously Granted. You may get this
	Permission at the airport upon arrival or by going to the Regional Immigration Bureau.
	*The income of a part-time job is not enough to cover all the rent, food and other
	expenses while studying abroad. Make sure you have other ways to cover the expenses
	of studying abroad.

Living Expenses

Living

expenses

(Excluding

housing)

[For one month]

Meals (approximately 50,000 JPY~)

*Residence in the AI-House includes breakfast and dinner on weekdays except during long vacation periods. Beyond that, you should budget approximately 30,000 JPY for meals.

National Health Insurance fees (1,500 JPY~)

SIM card or phone bill (3,000JPY~)

Other such as transportation fee (5,000JPY~)

*If you include commuter pass, you will need more than 10,000JPY~

[For semester]

Textbooks and reference books (20,000 JPY~)

Since Japan is still primarily a cash-based society, there are many cases where credit cards are not accepted. Study abroad students are recommended to have at least 150,000 to 200,000 JPY in cash for their first two months.

*If you live in the AI-House or I-House, you will need to pay your September and October accommodation and bedding rental fees in March by cash.

Visa Procedure

Study abroad students are required to obtain a Certificate of Eligibility and a visa for entering Japan.

• [Certificate of Eligibility] After you submit your completed application for Certificate of Eligibility (COE) to Toyo University Support Office for COE and Status of Residence (TUGS Office), they will apply for your COE to the relevant immigration bureau. We will then upload the COE Data on our portal system.

[Visa] A visa should be obtained in a Japanese diplomatic office in your home country.

Certificate of You need to present your COE when you apply for a visa at a Japanese diplomatic Eligibility office in your country. The COE also has to be submitted to the immigration officer (COE) when you receive landing screening at the port of entry so please printout and bring your COE with you. The certificate becomes invalid unless you apply for landing (entry into Japan) within three months of its issuance. * The Certificate of Eligibility verifies, at the time of landing screening, that the activity in which a foreigner wishes to engage in Japan is not false and that the activity matches landing qualifications such as being an activity stipulated by a relevant status of residence under the immigration law (except the status of residence for short-time [three months] visitors). This document is issued by a regional immigration bureau under the jurisdiction of the Ministry of Justice to foreign nationals in advance of their arrival in Japan. Financial In order to obtain the COE, you are required to submit proof (in the form of bank Supporting statements, certificates of scholarships, etc.) that you can support yourself financially **Documents** with the equivalent of 120000 JPY per month for your study period. Visa A visa is issued at a Japanese diplomatic office in your country. It is usually issued within five days of application. You are expected to enter Japan within three months of the issuance of the visa. The visa you will obtain is valid either for one year or 6 months, allowing you to enter Japan multiple times during your stay. * A visa signifies the judgment that a foreigner wishing to enter Japan has been deemed suitable to enter and stay in Japan. Please be aware that a visa does not guarantee the permission of entry (stay), but is deemed as one of the requirements for landing application at the port of entry (airport/seaport). As in many countries, Japan has a system in which a foreigner wishing to enter Japan is required to have permission from immigration offices,

Visa application procedure

[Necessary items for visa application procedure]

Visa application form (available at a Japanese diplomatic office in your home country)

i.e. the said Certificate of Eligibility, in addition to a visa.

- Valid passport
- Two photos (size: 45 x 45 mm, taken within six months of the date of visa application.)
- Certificate of Eligibility
- Letter of Acceptance issued by Toyo University (photocopy)

Information regarding visa/residing in Japan Please check the latest information.

http://www.mofa.go.jp/mofaj/toko/visa/

Designated Date of Your Arrival in Japan

Study abroad students are informed of the designated date of arrival in Japan when they receive their letter of acceptance. It is not permissible to use the AI House before the designated date or to be absent from any orientation session due to late arrival in Japan. Please come to Japan by the designated dates even if you do not plan to reside in the Al House.

[Tentative arrival dates] September 9,10,11 and 12, 2024.

Orientation

All important information on living and studying in Japan will be provided in detail during orientation. The orientation will cover student registration, issuance of an academic transcript, procedures to be taken at the immigration office and ward office, National Health Insurance, how to open a bank account in Japan, housing, and student life on and off campus. Study abroad students are required to attend the orientation.

Point of contact

Regarding your exchange program International Affairs Office, Toyo University: 5-28-20 Hakusan, Bunkyo-ku, Tokyo 112-8606 E-mail:mlies@toyo.jp

Regarding your COE, PUGS System and Visa

Toyo University Support Office for COE and Status of Residence (TUGS Office) E-mail: toyo-pugs@tugs.co.jp