



WASEDA UNIVERSITY

Student Exchange Program Information Sheet for the academic year 2014/2015

Contact Information

University Website	http://www.waseda.jp/top/index-e.html
Student Exchange Program Website	http://www.waseda.jp/cie/select/step01.html
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Academic Calendar (2014-2015)

1st Semester (2014 Spring Semester)	Orientation date:	In late March
	Classes begin:	In early April
	Semester ends:	In early August
	Summer break:	From early August to late September
2nd Semester (2014 Fall semester)	Orientation date:	In early September
	Classes begin:	In mid-September
	Winter break:	From late December to early January
	Semester ends:	In early February
	Spring break:	From early February to late March

Admission (2014-2015)

Number of Students we would accept from your university	Please refer to the official announcement.	
Application materials	Please visit our webpage to download application forms and a list of required documents. http://www.waseda.jp/cie/select/step01.html	
How to apply for the program.	Please send us all application documents by a Courier Service Company We do not accept photocopies, Fax or electronic files by e-mail applications.	
Application deadline for admission	Spring Semester Deadline: From November 1 to November 20, 2013	
	Fall Semester Deadline : From February 1 to March 1, 2014	
Anticipated dates for notification of admissions.	Spring Admission: Around the end of January	
	Fall Admission: Around the beginning of June	
Name of schools/Faculties OPEN for exchange students and Requirements	Graduate:	http://www.waseda.jp/cie/exchange/graduate/01_materials.html
	Undergraduate:	http://www.waseda.jp/cie/exchange/undergraduate/01_materials.html
	JLP:	http://www.waseda.jp/cie/exchange/ijlp/01_materials.html
	SILS:	http://www.waseda.jp/cie/exchange/sils/01_materials.html
Length of the exchange period	Graduate:	One year OR one semester
	Undergraduate:	One year OR one semester (Some schools offer only one year)
	JLP:	One academic year ONLY
	SILS:	One year OR one semester
Qualification for incoming exchange students	Graduate:	Graduate ONLY
	Undergraduate:	Undergraduate ONLY
	JLP:	Undergraduate and Graduate
	SILS:	Undergraduate ONLY
GPA Requirement	Depends on the programs. Please see the website as follow: http://www.waseda.jp/cie/select/step01.html	
Language Proficiency Requirements	Depends on the programs. While most of the courses are conducted in Japanese, some courses are in English. Please see the Website for further information. http://www.waseda.jp/cie/select/step01.html	
Can students whose language proficiency does not meet our requirement still be considered?	Application requirements including language requirement are strictly applied. http://www.waseda.jp/cie/select/step01.html	

***Our Website will be updated in late October**

Scholarship availability for exchange students

Value of Scholarship	Depends on the scholarship	
JASSO & MEXT (JLP only)	http://www.waseda.jp/cie/exchange/graduate/02_scholarship.html	
	http://www.waseda.jp/cie/exchange/undergraduate/02_scholarship.html	
	http://www.waseda.jp/cie/exchange/ijlp/02_scholarship.html	
	http://www.waseda.jp/cie/exchange/sils/02_scholarship.html	

***Scholarship information will be updated as soon as it becomes available.**

Accommodation

Is there a pick-up service provided upon arrival?	Yes, we provide free Limousine Bus Service between Narita Airport and a dormitory on recommended arrival date.
Recommended arrival date	We will announce the expected arrival date together with acceptance notification.
Housing options	University dormitories (Rooms are very limited.) Homestay Share house
Application procedures for housing	Dormitory application form will be sent together with acceptance notification.
When is the application deadline?	To be announced in Dormitory application form.
Is there a kitchen facility available in the student accommodations?	Yes
Are there any included services with accommodation? (e.g. Utilities, electricity, internet service, Air conditioning)	Depends on the dormitories. http://www.waseda.jp/cie/dorm/index.html
Estimated fees for a 10-month stay	Please refer to our website.
If accommodation on campus is not available, is there any assistance in finding private housing?	In case students choose to live in an apartment, they have to find one on their own through private house agent.
Living expenses	Costs vary by individual. (at least 150,000JPY/per month) http://www.jasso.go.jp/study_j/documents/sgtj2012chap04_e.pdf

Visa related documents

VISA Related documents		
Are exchange students requires to obtain a student VISA.	Yes	
What are the procedures?	Please see the website below.	
Are exchange students allow to work?	Yes, but you are required to obtain work-permit at the immigration office.	
Certificate of Eligibility (COE) / VISA related documents	Graduate:	http://www.waseda.jp/cie/exchange/download/graduate/gs_coe_uptodateform.pdf
		http://www.waseda.jp/cie/exchange/download/graduate/visa_related_documents.pdf
	Undergraduate:	http://www.waseda.jp/cie/exchange/download/undergraduate/ug_coe_uptodateform.pdf
		http://www.waseda.jp/cie/exchange/download/undergraduate/visa_related_documents.pdf
	JLP:	http://www.waseda.jp/cie/exchange/download/ijlp/ijlp_coe_uptodateform.pdf
		http://www.waseda.jp/cie/exchange/download/ijlp/visa_related_documents.pdf
	SILS:	http://www.waseda.jp/cie/exchange/download/sils/sils_coe_uptodateform.pdf
		http://www.waseda.jp/cie/exchange/download/sils/visa_related_documents.pdf

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Academic Information

Schools/faculties open to your exchange students and prerequisites.	Almost all courses are open to the exchange students (depend on the schools).
Is course information available online?	Information on the courses available at <Syllabus search> English: https://www.wsl.waseda.jp/syllabus/JAA101.php?pLng=en Japanese: https://www.wsl.waseda.jp/syllabus/JAA101.php
Language(s) of Instruction	Mainly most courses are conducted in Japanese; however, some are in English.
Course registration period and	At the beginning of the semester (no pre-arrival registration is available)
Number of course per week per course	Depend on the school
Required number of courses	Depend on the school
Minimum and maximum number of credits to be taken each semester.	Depend on the program
Examination dates	It varies but normally begin in mid-July for Spring Semester and mid-January for Fall semester.
Credit/ Grading System	Depend on the program
Number of weeks of study	Usually 7.5 weeks
Language support/ academic advisor	We have the International Community Center and they provide language exchange programs to support Japanese language. SILS program provides the academic advisor to assist in choosing courses.
Will official transcript automatically be sent to our institute upon completion of exchange? Can students order extra transcripts?	Yes, students can also order extra transcripts (they need to pay fees for them).
Official transcript delivery	Late March for Spring semester Early October for Fall semester

Health & Medical Insurance

Are students covered by in-country insurance or program insurance in addition to our study abroad plan?	No, international students staying in Japan are required to enroll in the National Health Insurance Scheme (Kokumin Kenko Hoken). For more information, please see the website below. http://www.mhlw.go.jp/english/wp/wp-hw4/02.html http://www.mhlw.go.jp/english/wp/wp-hw4/dl/health_and_medical_services/P26.p
Are students required to buy our university insurance?	Not university's, but the students need to enroll in the National Health Insurance.
How much does it costs?	Around 1,500 JPY/ month, however it differs from the ward where your students live.
Is there a hospital staffed with English speaking or Western-trained physicians available to students in the program's city?	Yes, Please refer to the following information. National Center for Global Health and Medicine: +81-3-3202-7181/ http://www.ncgm.go.jp/eng/ Tokyo Metropolitan Medical Institution Information: +81-3-5285-8181/ http://www.himawari.metro.tokyo.jp/qa/qa13enmmlt.asp
Is there a student clinic available on the university campus?	Yes, phone number is +81-3-3202-0580. Please refer to the website for further information. http://www.waseda.jp/kenkou/center/HSC/english/index.html
Is there a suicide or sexual assault hotline available to students?	Yes, phone number is +81-3-3204-9068. Please refer to the website for further information. http://www.waseda.jp/stop/index-e.html
Vaccines required to enter Japan	No