

FACT SHEET for Student Exchange Program AY2019 (Spring/Admission)

(As of August 2018)

1. General Information

Name of the University	Chuo University
Contact Office	International Center Address: 742-1 Higashinakano, Hachioji-shi, Tokyo, Japan, 192-0393 Tel: +81-42-674-2211 Fax: +81-42-674-2214 E-mail: exchange@tamajs.chuo-u.ac.jp
Official website	http://www.chuo-u.ac.jp/chuo-u/index_j.html http://global.chuo-u.ac.jp/english/
Coordinators	Incoming Exchange Coordinator (general) >Ms. Inobe (exchange@tamajs.chuo-u.ac.jp) Regional Incoming & Outgoing Exchange Coordinator >Ms. Sato (rumikosc@tamajs.chuo-u.ac.jp) Korea >Mr. FUJISAWA (international@tamajs.chuo-u.ac.jp) Europe (except for Belgium, France, Switzerland, Netherlands). Mexico, Australia >Ms. Kurita (kurita@tamajs.chuo-u.ac.jp) China, Taiwan, South East Asia >Ms. Watanabe (yumiko@tamajs.chuo-u.ac.jp) U.S.A., Canada, Europe (Belgium, France, Switzerland, Netherlands), Turkey >Mr. Kanemura (kkanemura435@tamajs.chuo-u.ac.jp) Netherlands
Language in Use	Japanese (Partially English)
Number of Exchange students	Based on our student exchange agreement. Please contact with area coordinator before your selection procedure.

2. Application

Levels of study of exchange students	Undergraduate/Graduate Law / Economics / Commerce / Letters / Science and Engineering / Policy Studies (except Professional Graduate Program)
Length of Study	One year (two semesters) / One semester
Eligibility	One year at a undergraduate faculty/graduate school
GPA	N/A (2.5 out of 4.0 is preferable)
Language requirement	N/A (JLPT-N3 is preferable) Chuo does not request an official language proficiency score, but students should be able to take courses taught in either English or Japanese. *Some faculties such as Faculty of Commerce and Faculty of Science of Engineering don't have courses offered in English. *If you nominate a student who wish to be enrolled in Faculty of Science of engineering is highly recommended to have a JLPT N3 certificate.
Application deadline	April admission (enroll from 1 st semester) AY2019 Undergraduate Program : March 15, 2018 Graduate Program : April 15, 2018
Application form and materials	http://global.chuo-u.ac.jp/english/admissions/exchange/semester-or-full-year/ NO on-line application needed. *We are considering whether to introduce on-line application system from September admission AY2019, we will inform to our partner when it is ready. Meanwhile, for April admission AY2019 we will receive hard copy of the application materials via postmail.
Application Procedure	1. Selection procedure at home institution 2. Student exchange coordinator send email to each Chuo coordinator nominating the student's name for the exchange program. ※Please use nomination list 3. Submit application materials through home institution by the deadline. (NO online application accepted.)

	<p>4. Receive the Welcome package* sent out via express mail to student's home university. *Welcome package includes; -Official letter of acceptance -Certificate of Eligibility for student visa -Latest schedule of Orientation week and other useful information etc.</p> <p>5. Apply student visa at the Japanese Embassy/Consulate. 6. Receive Information on the accommodation by email. 7. Inform flight schedule to International Center, Chuo. 8. Come to Chuo University!</p>		
Timeline	-----	April Admission	September Admission
	Application deadline	October 31	April 15
	Welcome package will be sent	Mid- February	Late July
	Housing information will be provided	Late February	Early August
	Arrival & Orientation	Early April	Mid September

3. Academic Information

Levels of study of exchange students	<p>*Undergraduate *Graduate (<u>Except</u> for professional graduate programs) Law / Economics / Commerce / Letters / Science & Engineering / Policy Studies</p>
Academic calendar	<p>Academic year: April to March 1st semester: April 1st to the end of July 2nd semester: Mid September to the end of January</p> <p>*<u>tentative</u> schedule for April admission of AY2019 Arrival: April 1 Orientation week: April 2 to 9 Class starts: April 10 Exam. Period: Late July</p> <p>* <u>tentative</u> schedule for September admission of AY2019 Arrival: September 9 Orientation week: September 10 to 19 Class starts: September 20 Exam. Period: Late January</p>
Student status at Chuo	<p>Undergraduate program: Senkasei * Graduate program: Senkasei or Kenkyusei**</p> <p>*Senkasei: Full time non-degree student Credits and grades will be granted if the student satisfactorily fulfills the course requirements. ** Kenkyusei (Non-degree research student) A <i>Kenkyusei</i> conducts specific research under the supervision of an academic adviser. Credits or grades are not granted.</p>
Japanese Language course for exchange students	<p>Available (free of charge) 7 levels from Beginner to JLPT N1. *Beginner to Intermediate: 4 levels intensive course *Intermediate to Advanced (JLPT N1): 3 levels</p> <p>*Student enrolled in Graduate program can take Japanese language course as an audit student; they cannot obtain any credit or grade. *Above condition might be changed without notice.</p>
Transcript issuance	<p>2 Original academic transcripts will be issued after each semester and send it to student's home university. Date of Issue *First semester --- Late September *Second semester --- Early March</p>

Credit	Academic course (Major course subject) 100min./class x 14 weeks/semester = 2 credits 100min./class x 14 weeks/year = 4 credits Japanese Language class 100min./class x 13 weeks/semester = 1 credits																																							
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Course registration	Exchange student register academic courses after arrival. No registration needed before arrival.																																							

4. Other Information

Student Support	Meeting service at the airport on arrival
Accommodation	<p>Guaranteed University accommodation (only for single occupancy) Rent (45,000yen/month) :</p> <p>➤ 1 semester Spring (4 months: April-July) 180,000 yen Fall (5 months: Mid/September – Mid/February) 225,000 yen</p> <p>➤ 1 year Spring (10.5 months: April-Mid/February) 472,500 yen Fall (10.5 months: Mid/September-July) 472,500 yen</p> <p>Type of the accommodation 1) International Shared house (dormitory: off-campus) 2) Apartment (off-campus)</p> <p>*Please note: The amount of rent fee is subject to change without notice.</p>
Estimated Living costs	50,000-60,000 yen/month (without accommodation)
Insurance in Japan	Exchange student required to enroll into Japanese National Health Insurance after arrival.
Other useful information for Exchange students	<p>Study in Japan Comprehensive Guide http://www.studyjapan.go.jp/en/index.html</p> <p>Living Guide http://www.clair.or.jp/tagengo/index.html</p>