



# Keio University Exchange Program

## Information Sheet 2015-2016

### NAME OF INSTITUTION

Keio University

### CONTACT INFORMATION

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## GENERAL INFORMATION

Programs open to exchange students	<p><b>Keio International Program (KIP)</b> Comprehensive program designed for exchange students who want to study about Japan and East/Southeast Asia in English and take Japanese language courses as well. *Students with advanced Japanese proficiency may take undergraduate courses in Japanese offered by faculties open to exchange students. <a href="http://www.ic.keio.ac.jp/en/study/exchange/courses/kip.html">www.ic.keio.ac.jp/en/study/exchange/courses/kip.html</a></p> <p><b>Japanese Language Program (JLP)</b> Intensive program for students who wish to focus on Japanese language learning. *The new JLP curriculum has been effective since Spring 2015. <a href="http://www.ic.keio.ac.jp/en/study/exchange/courses/jlp.html">www.ic.keio.ac.jp/en/study/exchange/courses/jlp.html</a></p> <p><b>Research Program</b> Graduate-level program for students who wish to conduct research under the supervision of an academic advisor at Keio University. (Open only to graduate exchange students) <a href="http://www.ic.keio.ac.jp/en/study/exchange/courses/research.html">www.ic.keio.ac.jp/en/study/exchange/courses/research.html</a></p>
Courses conducted in English open for exchange students	<p><b>International Center Courses</b> The curriculum of the International Center Courses focuses on Japan and East/Southeast Asia as a central theme. There are about 70 courses in various fields such as language and literature, arts, culture and cross-cultural understanding, science, religion and thought,</p>

	<p>history, media and communications, social issues, politics, diplomacy and international exchange, business and economy, and law.</p> <p><b>Keio Economics Professional Career Program (PCP)</b>  The Professional Career Program (PCP) is established within the Faculty of Economics. PCP courses emphasize practical education in economics that will be of direct use for students' future careers.</p> <p><b>Global Passport Program Courses (GPP)</b>  The GPP (Global Passport Program), established by the Faculty of Business and Commerce and the Graduate School of Business and Commerce, is an educational program held in English whose aim is to enable students to discover problems companies or organizations might face in a global society, and to cultivate the ability to solve these problems.</p> <p>Course descriptions:  <a href="http://www.ic.keio.ac.jp/en/aboutic/aboutcourse/">http://www.ic.keio.ac.jp/en/aboutic/aboutcourse/</a></p> <p>Course list:  <a href="http://www.ic.keio.ac.jp/en/iccourse/The_List_of_2015-2016_International_Center_Courses.pdf">http://www.ic.keio.ac.jp/en/iccourse/The_List_of_2015-2016_International_Center_Courses.pdf</a></p>
<p>Courses conducted in Japanese (Undergraduate Faculty Courses)</p>	<p>Students who have Japanese language proficiency equivalent to JLPT level N2 or above may take courses in Japanese offered by various Keio University faculties.</p> <p>*Some registration restrictions and/or course prerequisites may apply. Physical education courses, foreign language courses, and courses in the School of Medicine are not open to exchange students.</p>
<p>GPA requirement</p>	<p>There is no GPA requirement to apply for our exchange program.</p>
<p>Required level of language proficiency</p>	<p>There is no language proficiency requirement for application.</p>
<p>Japanese language placement</p>	<p><b>Japanese Language Program (JLP) students:</b> All JLP students are required to take the Japanese language program placement test at the beginning of each semester.</p> <p><b>Keio International Program (KIP) students and Research Program students:</b> The level of the courses at which a student will be placed is determined by his/her score on the self-graded test and on the first-class test.</p>

	*In addition, students who wish to take advanced subjects must take the JLP placement test and test into advanced or higher study levels.
2015-2016 academic calendar	<p><u>2015 Fall Semester (Second Semester)</u></p> <p>Check-in Dates for Keio Housing: September 7-9</p> <p>Orientation for Exchange Students: September 10</p> <p>Final Exam Period:</p> <p>Until January 29, 2016 (Japanese Language Courses),</p> <p>Until February 2, 2016 (International Center Courses &amp; Others)</p> <p><u>2016 Spring Semester (First Semester) *tentative</u></p> <p>Check-in Dates for Keio Housing: Around March 23</p> <p>Orientation date: Around March 24</p> <p>Class ends : End of July</p> <p>For details, please refer to our website:</p> <p><a href="http://www.ic.keio.ac.jp/en/study/exchange/academic_calendar.html">www.ic.keio.ac.jp/en/study/exchange/academic_calendar.html</a></p>
Dates when official transcripts are sent out to the partner universities	<p>For Fall Semester: after April 1</p> <p>For Spring Semester: after September 22</p> <p>*Please note that we cannot issue official transcripts before the designated dates stated above.</p>
Scholarship availability (if any)	<p>JASSO scholarship: All exchange students may apply if they meet the specific requirement. For 2015-2016, JASSO scholarships are available for approx.40% of exchange students.</p> <p>Japanese Government (MONBUKAGAKUSHO: MEXT) Scholarship for Japanese and Japanese Studies: Available for JLP students from selected university</p>

## APPLICATION

Application deadlines	<p>2016 Spring Semester admission: <b>October 5, 2015</b></p> <p>2016 Fall Semester admission: <b>March 30, 2016</b></p>
Website for application information	<p>Application information for Spring 2016 is now ready. The application forms for Fall 2016 will be available in January.</p> <p><a href="http://www.ic.keio.ac.jp/en/study/exchange/apply.html">www.ic.keio.ac.jp/en/study/exchange/apply.html</a></p> <p><b>Step 1: Online registration</b></p> <p><b>Step 2: Submit application documents</b></p> <p><u>Application Documents</u></p> <ol style="list-style-type: none"> <li>1. Official nomination letter (cover letter) from home institution</li> <li>2. Application form with three official ID photos</li> <li>3. Study proposal</li> <li>4. One academic reference (recommendation letter)</li> </ol>

	<p>5. Self-evaluation sheet for Japanese language proficiency  6. Official transcript  7. Certificate of health  8. Personal medical report (JLP students only)  9. Certificate of financial Support  10. One copy of passport  11. For KIP and research applicants-  One photocopied set of documents 2-7 (stapled)  For JLP applicants-  One photocopied set of documents 2-8 (stapled)</p> <p><b>Step 3: Submit visa documents</b></p> <p><u>Visa Documents</u></p> <p>Send "APPLICATION FOR CERTIFICATE OF ELIGIBILITY" in Excel format via e-mail to ic-coe@adst.keio.ac.jp. (Not required for Japanese nationals)</p>
Additional information	<p>As a general rule, extending one's study period is not permitted. Please advise students to plan and choose their study period very carefully when applying.</p> <p>Keio University does <b>not</b> arrange early exams even for those who wish to leave early due to graduation or academic schedule conflicts.</p>

### APPLICATION & SELECTION TIMELINE

Spring Admission	Fall Admission	Procedures
October 5	March 30	<u>Application deadline</u>
October - November	April - May	Screening of application documents by the Keio exchange student selection committee.
Mid-December	Mid-June	Once accepted, acceptance package will be sent to the exchange coordinator by express mail.
Mid-December	Mid-June	Housing information will be sent by e-mail.
Mid-February	Late July	Keio will send the students the Certificate of Eligibility. With this certificate, students can apply for a student visa at the Japanese Embassy or consulate.
Late March *Usually around 23rd	Early September *Usually around 10th	Housing check-in
Late March	Mid-September	Orientation for exchange students

### LIVING EXPENSES

Monthly living costs	Taking utilities, food, clothes, transportation, books and miscellaneous expenses into consideration, monthly living costs should come to about ¥130,000 - ¥170,000.
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Example	<p>Keio Housing*: ¥51,000(room only) - ¥78,000 (breakfast and dinner inclusive for weekdays) *Utilities included</p> <p>Food: ¥30,000 - ¥60,000</p> <p>Clothes: ¥10,000 - ¥20,000</p> <p>Books: ¥7,000</p> <p>Transportation: ¥8,000+</p> <p>Medical Insurance: ¥1,500</p> <p>Mobile Phone: ¥5,000+</p> <p>Miscellaneous: ¥15,000</p>
Important Notes:	<p>It is important that students have enough funding to cover the expected costs of their stay at Keio, which should be at least ¥130,000 (or equivalent in the student's currency) per month for the expected period of stay. It is very difficult for exchange students to apply for a scholarship after they come to Japan. It is also difficult for exchange students to get a part-time job.</p>

## HOUSING

Availability of university dormitories	Keio housing (accommodations subsidized by Keio) is GUARANTEED for exchange students if they apply for housing on time.
Rent (subject to change)	The rent charged to students varies from ¥ 51,000 to ¥78,000 yen (approx. \$430 to \$650). Students will also be charged a one-time, additional maintenance fee of ¥20,000 for their first month's rent. Deposits and key money are not required.
Application procedures for housing	We will send housing information including the application procedures to students together with their acceptance letter.
Additional important information	No airport pick-up services are provided for students. Detailed directions will be given by e-mail after the student's dormitory is confirmed.

## WEBSITES

Official Website of Keio University: <a href="http://www.keio.ac.jp/index-en.html">www.keio.ac.jp/index-en.html</a>
Official Website of Keio International Center: <a href="http://www.ic.keio.ac.jp/en/">www.ic.keio.ac.jp/en/</a>
Official Website for Incoming Exchange Students: <a href="http://www.ic.keio.ac.jp/en/study/exchange/apply.html">www.ic.keio.ac.jp/en/study/exchange/apply.html</a>

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