

## Response to COVID-19

*UTokyo continues to monitor the COVID-19 situation carefully. Please note that admission to the USTEP program for Autumn 2023 may be cancelled in light of the current global pandemic and related global situation. Any updates will be communicated to our partners.*

- *University Response to COVID-19:* <https://www.u-tokyo.ac.jp/en/general/COVID-19.html>
- *Notice for international students regarding COVID-19 (Website for International Students):* <https://www.u-tokyo.ac.jp/adm/inbound/en/index.html>

## ***Type U (For Undergraduates)***

The University of Tokyo, as declared in its charter, aims to “be a world-class platform for research and education, contributing to human knowledge in partnership with other leading global universities.”

USTEP (University-wide Exchange Program) is an embodiment of this goal, as it facilitates active undergraduate and graduate student exchanges with leading universities of the world.

USTEP at the University of Tokyo offers highly motivated and academically-oriented students an invaluable experience of studying at Japan's premier institution of higher education. The university is renowned for both its research and education throughout the world and offers a range of academic experiences through its College and Faculties as well as Graduate Schools. USTEP students at the University of Tokyo may take these courses both in English and Japanese, provided they satisfy certain language requirements.

USTEP also offers international students an opportunity to experience the life in Japan. Students will reside in Tokyo, one of the most exciting metropolises of the world. They will learn about traditional and contemporary life in Japan and will also be able to reflect upon the meaning of living in a "global city" where an amazing range of values and expectations exist, at times in harmony and other times in tension.

Through USTEP and other educational programs, the University of Tokyo strives to nurture students with global outlook who will become leaders of the next generations. We invite the students at our partner-universities to come and join our community of excellence!

# 1. Qualifications

## Exchange Students' Status

Students participating in the Type U program will be affiliated with the Division for Global Campus Initiatives of UTokyo. Their status will be “Special Auditors” who are eligible to register for university courses for credit. (Students should consult their home universities for procedures regarding credit transfers.)

## Eligibility

Only undergraduate students satisfying all of the following requirements may apply:

1. Students who will be enrolled full-time at a Partner University during their entire period of study at UTokyo. (See “7 Partner Universities”)
2. Students who will return to their home university after completing their study at UTokyo.
3. Students who demonstrate excellent academic performance.
4. Students who have a clear intention to study at UTokyo.
5. Students who have official proof of their required language proficiency and meet other conditions at the time of submission of application.

Note: In principle, first- and second-year undergraduate students are not accepted for USTEP. For students enrolled in three-year undergraduate programs, they must have finished at least 1.5 years of the program at the time of their arrival at UTokyo.

## Language Requirement

The Type U program requires exchange students to meet the language requirements in English and/or Japanese, depending on the courses they wish to take.

<b>Students who wish to take courses offered in <u>English</u></b>	<div>- A minimum TOEFL iBT score of 90, IELTS overall band score of 6.5, or Cambridge English Qualifications "C1 Advanced"</div> <div>*TOEFL iBT Home Edition and IELTS Indicator are accepted.</div> <div>*TOEFL iBT “MyBest scores” is not accepted.</div> <div>*TOEFL iBT and IELTS scores are valid only if dated within two years of the USTEP application deadline.</div> <div>or</div> <div>- Attend a university or have graduated from a high school where the medium of instruction is English</div> <div>*Applicants must submit a proof that certifies that the degree program they belong to is taught <u>entirely</u> in English, unless they attend a university in an English speaking country or are a native speaker of the language (*A native</div>
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	speaker is defined here as someone who graduated from a high school where the medium of instruction is English).
<b>Students who wish to take courses offered in <u>Japanese</u></b>	<ul style="list-style-type: none"> <li>- JLPT Level N1, or</li> <li>- Have graduated from a high school where the medium of instruction is in Japanese</li> </ul>

## 2. Courses and Academic Calendar

Students will officially register for courses in April or September after their arrival and orientation at UTokyo.

Note: Since students admitted to the Type U program may take various courses offered across the College and Faculties, please take careful note where the courses are held. There are two main campuses—Hongo and Komaba—and travel between the two takes about one hour by public transportation. Because of this we recommend that students select most of their courses at one of the campuses. However, this does not mean students are not allowed to choose courses on the other campus.

### Academic Calendar

The Academic Calendar for AY 2023 will be available around January 2023.

### Period of Study

1	April to August [1 semester (S1S2)]
2	April to March [2 semesters (S1S2 A1A2 (W))]
3	September to March [1 semester (A1A2 (W))]
4	September to August [2 semesters (A1A2 (W) S1S2)]

Note: S: summer, A: autumn, W: winter (W term is optional).

### Course Catalogue

Courses offered in the Type U program can be found in the [Course Catalogue for Type U students](#).

Note:

1. Available courses change every year and the courses currently on the website may not be offered in the following year.
2. List of courses open to USTEP students for AY 2023 (April-March) will be available in late March of 2023.

3. Some academic fields may only have a limited number of courses. The course listing should be reviewed carefully to assess whether it meets the students' needs and expectations.
4. Courses offered by the College of Arts and Sciences (course codes starting with 08) will be held on Komaba Campus. Most of the other courses offered by other Faculties will be held on Hongo Campus.

In principle, courses worth 2 credits consist of 13 weeks of 105-minute classes. The length of each class period may vary depending on college/faculty.

### **Special Certificate Programs**

- [Global Studies in Asia \(GSA\)](#)

\*The information for 2023 will be announced later.

### **Japanese Language Education**

Type U students accepted to the student exchange program are eligible to register for these courses.

Further information about the courses are available on the following websites:

(Hongo Campus) [JLCSE](#)

(Komaba Campus) [Global Komaba](#)

### **Restrictions:**

1. Students interested in taking seminars offered in “Japanese” and “Japanese and English” at the Faculty of Law are allowed to apply for only one seminar course per semester. Further information will be provided to those who have been successfully accepted to study at UTokyo. There is no such restriction for the number of seminar courses students can apply for and take, if the seminars are noted as being instructed in “English.”
2. In principle, Type U students are not allowed to participate in practical work (e.g. laboratory work, design studio work etc.)
3. Type U students are required to register for minimum of 10 hours worth of classes per week during their stay (this is a Japanese legal requirement). At least one of the classes must be a non-language class.

## **3. Tuition and Fees**

Pursuant to the memorandum on student exchange, exchange students are exempt from paying examination fees, admission fees and tuition fees to UTokyo.

## **4. University Housing**

Exchange students may apply for University Housing arranged by UTokyo. However, due to the limited number of facilities available, housing cannot be guaranteed. The International Exchange Group at

UTokyo will contact the students with further details about applying for housing once application to study at UTokyo has been approved.

Exchange students can also apply for privately managed residence of Kyoritsu Maintenance Co., Ltd.

- [RUTIL \(Residence of the University of Tokyo for International Life Guide\)](#)

- [Other student residences](#) managed by Kyoritsu Maintenance Co. Ltd

Further information about university housing is available at the following website:

[Housing Office](#)

## **5. Additional Information**

### **Entry to Japan / Visa (eligibility to reside in Japan)**

Exchange students must have a valid passport during their stay in Japan. In principle, students must possess “College Student” visa during their stay. After their application to study at UTokyo has been approved, the International Exchange Group at UTokyo will provide information about the process for obtaining a Certificate of Eligibility. Students will then need to take the Certificate of Eligibility and other required documents to the nearest Japanese Embassy or Consulate to obtain a College Student visa. In order to obtain a Certificate of Eligibility, students must be able to provide an official proof that they will have a minimum of 120,000 JPY per month during their stay. For example, if they are staying for seven months, they must submit a proof that they will have 840,000 JPY.

Note:

The coursework at the University of Tokyo is rigorous. Though legally possible for international students with a valid work permit, the University of Tokyo strongly advises its exchange students not to seek off-campus part-time work during the academic terms. We require students to register for minimum of 10 hours of classes per week during a semester (this is a legal requirement as well). Each class can be quite demanding in its expectations. Students who wish to gain work experience while studying in Japan should not apply to USTEP. Any students who wish to work during the break(s) must obtain work permit before they begin their employment.

### **Scholarships**

A Japan Student Services Organization (JASSO) Scholarship for students who meet the requirements as well as scholarships from private foundations may be available. For further information, please refer to each link:

[Japan Student Services Organization \(JASSO\) Scholarship](#): application will be provided once students are successfully accepted for USTEP.

\*[Sumitomo Corporation Scholarship](#) (for students of Peking University, Nankai University, Fudan University): application will be provided through partner universities.

\*[Sato Yo International Scholarship Foundation \(SISF\)](#) (students of Gadjah Mada University, University of Indonesia, Nanyang Technological University, National University of Singapore, University of the Philippines, University of Malaya, Chulalongkorn University): application will be provided through partner universities.

\*These scholarships are available only for Autumn Admission.

The above information is subject to change.

Students can apply for both JASSO and Sumitomo Corporation Scholarship/SISF at the same time.

Students with scholarships from other foundations must check beforehand if their scholarship allows receiving other scholarships.

Replies to inquiries concerning these scholarships will only be sent to those who have been accepted to study at UTokyo.

## **Insurance**

- It is the exchange students' own responsibility to be insured for the entire period of their stay in Japan.

- **National Health Insurance Program**

USTEP students must join the National Health Insurance (NHI) Program regardless of the kind of insurance they may already have. This is a strict legal requirement in Japan. Once they arrive in Japan, they must complete the required procedures at their local city/ward office.

- **Personal Accident Insurance for Students Pursuing Education and Research** "[Gakkensai](#)" and the optional "[Futai Gakuso](#)".

"Gakkensai" provides necessary support in the case of accident or injury suffered in the course of activities related to research or education. Exchange students do not need to apply for this insurance as UTokyo enrolls all its students and pays premiums. "Futai Gakuso" is an option that can be added to "Gakkensai" for a fee (JPY 8,060 for six months). It complements a scope of insurance liabilities in the student's daily life such as compensation responsibility. We particularly recommend those who will be riding bicycles in Japan to obtain "Futai Gakuso," as bicycle-related accidents are common.

## **Inbound Medical Assistance Service (IMAS)**

IMAS is the "Inbound Medical Assistance Service" for international students at UTokyo. (This is NOT an insurance.) All USTEP students must register for IMAS.

IMAS offers:

- Telephone consultation for medical issues, 24/7, 365 days a year.
- Referral to an appropriate hospital.
- Interpretation service over the phone while in the hospital or during transfer to the hospital.
- Contacting the University if necessary
- Arrangement of transportation to a medical facility or for transfer to another medical facility in Japan or in one's home country.
- Contacting and assisting family members in one's home country, etc.

See below for further information:

IMAS: Inbound Medical Assistance Service for International Students at UTokyo

## **6. FAQs**

### **Application**

#### **Eligibility**

Q1. My university is not listed on the USTEP site as a partner university. Can I still apply?

A1. No. UTokyo accepts exchange students from partner universities with which the University has a Memorandum of Understanding concerning university-wide student exchange. Applications to USTEP will be accepted only through the partner universities' offices responsible for student exchange. However, your university may have College/Faculty-level exchange agreement(s) with UTokyo. Please consult your home institution first.

Q2. I would like to participate in the Type U during my first (or second) year in a 4-year bachelor's program. Am I eligible?

A2. No. The Type U students will be registered in the Senior Division of UTokyo, which is for the 3rd and 4th year undergraduate students. Thus in a four-year degree program, students must have completed 2 years of study at their home institutions before coming to UTokyo. For students enrolled in three-year undergraduate programs, they must have finished at least 1.5-year of the program at the time of their arrival at UTokyo.

#### **Letters of reference**

Q3. Who should write my letter of reference?

A3. The reference must be filled out by a full-time faculty member of the department you are currently affiliated with. It should, in other words, be filled out by a faculty member who can assess your academic performance in your specialty/major and who has the authority to give official grades to students at your institution. The reference should not be filled out by a Japanese language faculty unless the student is

specializing in the field. The reference cannot be filled out by a teaching assistant. Additional references are accepted as long as you provide the first reference in accordance with the requirement explained above.

### **Language and other requirements**

Q4. I am a Type U (undergraduate) applicant. What is the language requirement?

A4. The Type U program requires exchange students to be proficient in English and/or Japanese, depending on the courses they wish to take.

Students who wish to take courses offered in English:

Unless they attend a university or have graduated from a high school where the medium of instruction is English, students must submit an official certificate of a minimum TOEFL iBT score of 90, IELTS overall band score of 6.5 or Cambridge English Qualifications "C1 Advanced". TOEFL iBT Home Edition and IELTS Indicator are accepted. TOEFL iBT "MyBest scores" is not accepted. TOEFL iBT and IELTS scores are valid only if dated within two years of the USTEP application deadline.

Students who wish to take courses offered in Japanese:

Unless they have graduated from a high school where the medium of instruction is in Japanese, students must submit an official certificate of JLPT Level N1.

### **Course selection**

Q5. I want to see the list of next year's courses. When will it be available?

A5. Our online course catalog is updated in March.

Q6. The language of instruction for the course I wish to take at UTokyo is "Japanese/English". What does that mean?

A6. The language of instruction in "Japanese/English" indicates that the course is taught in both languages. Therefore, proficiency in both languages is required.

Q7. I want to receive course selection advice.

A7. You will receive such advice once you are admitted to USTEP, and you can modify your course list before registration.

Q8. I want to take courses other than those in my major.

A8. You can take any course listed in our Course Catalogue regardless of your major as long as you satisfy the prerequisites. UTokyo offers a variety of courses, but some academic fields may only have a limited number of courses. Please check the course catalogue carefully and understand what kind of courses you may take during your stay at the University of Tokyo.

### **Credits**



Q9. How are the credits defined?

A9. At UTokyo, courses worth 2 credits consist of 13 weeks of 105-minute classes. The length of each class period may vary depending on college/faculty. Please consult with your home university to see how those credits would be counted and whether the courses you wish to take would be transferable.

## Financial support

### Scholarships

Q10. Are there scholarships available for USTEP students? How do I apply?

A10. Scholarships from other sources, such as the Japan Student Services Organization (JASSO), may be available. For further information, refer to "Scholarships" in *5. Additional Information*.

## Student life

### Housing

Q11. Is university housing guaranteed?

A11. No. Exchange students may apply for university housing. However, because of the limited number of facilities, housing cannot be guaranteed. The International Exchange Group at UTokyo will contact students with details about housing application after their admission is granted. For further information, please visit our [Housing Office website](#).

### Other

Q12. Does UTokyo offer any short-term, non-degree programs held in English?

A12. Every year, there are some short-term, non-degree programs offered in English for a limited number of students (subject to change). See:

[http://www.u-tokyo.ac.jp/en/prospective-students/special\\_programs.html](http://www.u-tokyo.ac.jp/en/prospective-students/special_programs.html)

A new short-term program for summer called [GUC \(Global Unit Courses\)](#) started in the summer 2021.

## 7. Partner Universities (student exchanges administered by the Division for Global Campus Initiatives)

Country/Region		Partner University
Asia	China	Fudan University
		Nankai University
		Nanjing University
		Peking University
		Shanghai Jiao Tong University
		Tsinghua University
		Zhejiang University

Country/Region		Partner University
	Hong Kong	The Hong Kong University of Science and Technology (HKUST)
		The University of Hong Kong
	Indonesia	Gadjah Mada University
		University of Indonesia
	Malaysia	University of Malaya
	Philippines	University of the Philippines
	Republic of Korea	Korea University
		Pohang University of Science and Technology (POSTECH)
		Seoul National University
		Yonsei University
	Singapore	Nanyang Technological University
		National University of Singapore
	Taiwan	National Yang Ming Chiao Tung University
		National Taiwan University
	Thailand	Chulalongkorn University
Central and South America	Brazil	University of São Paulo
	Chile	The Pontifical Catholic University of Chile
		The University of Chile
	Mexico	El Colegio de México
		The National Autonomous University of Mexico
North America	Canada	McGill University
		University of British Columbia
		University of Toronto
		University of Victoria
	United States of America	Johns Hopkins University
		Northeastern University
		Princeton University
		Swarthmore College
		University of California, Santa Cruz
		University of Illinois at Urbana–Champaign
		University of Washington
Oceania	Australia	Australian National University
		Monash University

Country/Region		Partner University
		The University of Adelaide
		The University of Melbourne
		The University of Queensland
		The University of Sydney
		The University of New South Wales
	New Zealand	The University of Auckland
		University of Otago
Middle East	Turkey	Bogazici University
Europe	Denmark	University of Copenhagen
	Finland	University of Helsinki
	France	École Polytechnique
		Institut d'etudes politiques de Paris (SciencesPo)
		The Université Grenoble Alpes
		University of Strasbourg
	Germany	Free University of Berlin
		Ludwig-Maximilians-University of Munich
		University of Cologne
	Ireland	Trinity College Dublin, University of Dublin
		University College Dublin
	Italy	Sapienza University
	Netherlands	Leiden University
		University of Groningen
	Russia	Saint Petersburg State University
	Spain	Autonomous University of Madrid
	Sweden	KTH Royal Institute of Technology
		Lund University
		Stockholm University
		Uppsala University
	Switzerland	Swiss Federal Institute of Technology in Zurich (ETH Zurich)
		University of Geneva
		University of Zurich
	United Kingdom	Durham University
		School of Oriental and African Studies (SOAS), University of London

Country/Region		Partner University
		The University of Glasgow
		The University of Manchester
		The University of Sheffield
		University College London
		University of Exeter
		University of Southampton
		The University of Warwick
		London School of Economics and Political Science

## 8. Inquiries

***Please read our FAQs before making inquiries. We are unable to reply to inquiries already addressed in FAQs.***

You can contact the International Exchange Group using the form linked below. **Be sure to include the following information in your message:**

**[Home university]**

**[Current year (Type U or G)]**

**[Planned period of exchange at UTokyo]**

**[Major]**

**[International Exchange Group Contact Form](#)**

Related Links: [Overview](#)      [Type G \(For Graduate students\)](#)

# Application instruction

## Application Procedures and Deadlines

See eligibility noted in “1 Qualifications.” Exchange students need to be nominated by the student's home university to UTokyo. They must contact the office responsible for student exchange at their home university and check the application procedures for the exchange program to study at UTokyo. All applicants nominated by their home universities to apply to the University of Tokyo will receive the link to access an online application form.

## [Application Instructions](#)

### Application documents

[All documents must be in English or Japanese.]

#### Must be submitted through online system

1. Application Form (online form)
2. [Consent Form](#) with the applicant's signature and date
3. Passport Data which is valid through the end of the student's exchange period.
4. Proof(s) of Language Proficiency

#### Must be submitted by exchange coordinators

5. One [Letter of Reference](#) by a full-time teaching faculty of the major/specialty of the student.  
\*The reference should provide a detailed assessment of the applicant in light of their academic performance.
6. Official Academic Transcript with grading scale from each college, university or any other institutions of higher learning the applicant has attended in PDF format.

#### \*Important notes:

- 1) Nominees without required documents such as Proof of Language Proficiency and Academic Transcript will not be accepted.
- 2) Nominees must be the students who are or will be registered at their home university throughout the period of their academic stay at the University of Tokyo. Students who are not registered at partner institution will not be accepted.

### Deadline for application and its procedure

- Autumn Admission:  
**February 28**
- Spring Admission:  
**September 30**

#### Note

- The deadlines for above are for the online application form. Partner universities may set their own deadlines for other documents for their students.

### Application result

The result of the student's application will be available around December (for Spring Admission) or May (for Autumn Admission). Students will be notified of the result by their exchange coordinator. Those who are accepted will receive a welcome package directly from UTokyo.

### Schedule

	<b>Autumn Admission</b>	<b>Spring Admission</b>
<b>Application period</b>	From January 1 to February 28	From August 1 to September 30
<b>Nomination deadline</b>	February 14	September 16
<b>Application deadline</b>	February 28	September 30
<b>Result announcement</b>	By early May	By early December
<b>Courses start (Note)</b>	Late September to Early October	Early April
<b>Courses end (Note)</b>	Late January to Early February (A1A2), Late July to Early August (S1S2)	
<b>Transcripts available from</b>	April for A1A2 and September for S1S2	

Note: The actual period of study (including examination periods) will vary depending on the College and Faculty. Please refer to the [Academic Calendar](#).