



# Keio University Exchange Program

## Information Sheet 2014-2015

### NAME OF INSTITUTION

Keio University

### CONTACT INFORMATION

Address	International Exchange Services Group, Office of Student Services Keio University 2-15-45 Mita, Minato-ku Tokyo 108-8345, JAPAN
Manager	Chihiro UEDA (Ms.) E-mail: <a href="mailto:chihiro.ueda@adst.keio.ac.jp">chihiro.ueda@adst.keio.ac.jp</a>
Student Exchange Inquiries	Student Exchange Coordinators Group E-mail: <a href="mailto:ic-student@adst.keio.ac.jp">ic-student@adst.keio.ac.jp</a> Tel: +81 (03) 5427-1798 (Inbound) /1613 (Outbound) Fax: +81 (03) 5427-1638
Student Exchange Coordinators for Inbound Students (Responsible for receiving students from partner institutions at Keio)	Misa MATSUOKA (Ms.) (Coordinator for Asia, Oceania, South America and the USA) Chihiro YAMANAKA (Ms.) (Coordinator for Europe and Canada) Group E-mail: <a href="mailto:ic-student@adst.keio.ac.jp">ic-student@adst.keio.ac.jp</a>
Student Exchange Coordinators for Outbound Students (Responsible for sending Keio students to partner institutions)	Yasuko SHIBATA (Ms.) (Coordinator for Asia, South America and the USA) Hayato SUZUKI (Mr.) (Coordinator for Europe, Oceania and Singapore) Ai NAGAKAWA (Ms.) (Coordinator for Europe, Canada and Russia) Group E-mail: <a href="mailto:ic-student@adst.keio.ac.jp">ic-student@adst.keio.ac.jp</a>
Coordinators for Faculty Exchange	Hayato SUZUKI (Mr.) - Inbound Sumi KATAGIRI (Ms.) - Outbound Group E-mail: <a href="mailto:ic-acex@adst.keio.ac.jp">ic-acex@adst.keio.ac.jp</a> Tel: +81 (03) 5427-1613 Fax: +81 (03) 5427-1638
Coordinator for University-wide Exchange Agreement and MOU	Yasuko SHIBATA (Ms.) Group E-mail: <a href="mailto:ic-student@adst.keio.ac.jp">ic-student@adst.keio.ac.jp</a> Tel: +81 (03) 5427-1613

	Fax: +81 (03) 5427-1638
Housing Coordinators	Keiko TAKAGI (Ms.) Mika BUCKLEY (Ms.) Group E-mail: <a href="mailto:ic-housing-student@adst.keio.ac.jp">ic-housing-student@adst.keio.ac.jp</a> Tel: +81 (03) 5427-1568 Fax: +81 (03) 5427-1569
Emergency Contacts	1. Chihiro UEDA (Ms.) - Manager, International Exchange Services Group, Office of Student Services Tel: +81 (0) 90-3685-3456 2. Hideko SUMITA (Ms.) - Administrative Director, International Exchange Services Group, Office of Student Services Tel: +81 (0) 90-8463-6294

## GENERAL INFORMATION

Programs open to exchange students	<p><b>Keio International Program (KIP)</b></p> <p>Comprehensive program specially designed for exchange students who want to study about Japan and East/Southeast Asia in English and take Japanese language courses as well.</p> <p>*Students with advanced Japanese proficiency may take full-time undergraduate courses taught in Japanese.</p> <p><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></p> <p>Intensive program for students who want to focus on Japanese language learning.</p> <p><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></p> <p>Graduate-level program for students who wish to conduct research under the supervision of an academic advisor at Keio University.</p> <p>(Open only to graduate exchange students)</p> <p><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>
	<p><b>COURSES CONDUCTED IN ENGLISH:</b></p> <ul style="list-style-type: none"> <li><b>International Center Courses:</b></li> </ul> <p>Course descriptions: <a href="http://www.ic.keio.ac.jp/en/iccourse/index.html">www.ic.keio.ac.jp/en/iccourse/index.html</a></p>

	<ul style="list-style-type: none"> <li>• <b>PCP (Keio Economics Professional Carrier Program):</b>  Course descriptions:  <a href="http://www.ic.keio.ac.jp/en/iccourse/procedure.html#PCP">www.ic.keio.ac.jp/en/iccourse/procedure.html#PCP</a>  Prerequisites and English proficiency: <ul style="list-style-type: none"> <li>• Experience in introductory microeconomics, introductory macroeconomics, and introductory statistics or equivalent</li> <li>• Reading, writing and oral skills in English (Non-native English speakers must submit their TOEFL scores).</li> </ul> Initial screening required to take these courses. An interview is required after the student’s arrival.</li> </ul> <ul style="list-style-type: none"> <li>• <b>English-based International Graduate Program (IGP) in the Graduate School of Science and Technology:</b>  (Open only to research program students)  Course descriptions:  <a href="http://www.st.keio.ac.jp/english/admissions/masters_program/index.html">www.st.keio.ac.jp/english/admissions/masters_program/index.html</a>  * Some courses are not open to exchange students.</li> </ul> <ul style="list-style-type: none"> <li>• <b>Master’s Degree Program in Taxation Policy and Management:</b>  (Open only to research program students)  Course descriptions:  <a href="http://www.ic.keio.ac.jp/en/study/jjwbgsp/course_description.html">www.ic.keio.ac.jp/en/study/jjwbgsp/course_description.html</a>  * Some courses are not open to exchange students.</li> </ul>
Required level of language proficiency	There is no language proficiency requirement at the time of admission. However, we always recommend students to learn some basic Japanese before they come to Japan, so they can take full advantage of the program and their time here. All JLP students are required to take the Japanese language placement test at the beginning of each semester. Students with advanced Japanese proficiency (Level 8 or above in the placement test) may take courses in Japanese offered by the various Keio University faculties. KIP and Research program students who wish to take undergraduate faculty courses taught in Japanese or advanced or higher-level Japanese language courses are required to take the JLP placement test.
GPA Requirement	There is no GPA requirement for applying to our exchange program.

<p>2014-2015 Academic Calendar</p>	<p>2014 Spring Semester (First Semester) *tentative</p> <p>Orientation date : March 24</p> <p>Class begins : March 25 for JLP classes April 7 for other classes</p> <p>Class ends : August 1</p> <p>2014 Fall Semester (Second Semester) *tentative</p> <p>Orientation date : Early-September</p> <p>Class begins : September 12 for JLP classes September 22 for other classes</p> <p>Class ends : January 27 for JLP classes February 3 for other classes</p> <p>For details, please refer to our website: <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>
<p>Dates when official transcripts become available</p>	<p>Keio International Program</p> <p>For Spring Semester: After September 22</p> <p>For Fall Semester: After April 1</p> <p>Japanese Language Program</p> <p>For Spring Semester: Early September</p> <p>For Fall Semester: Mid-March</p> <p>Research Program</p> <p>The date of transcript issuance may differ depending on the courses a student takes. The following are tentative dates of issuance.</p> <p>For Spring Semester: After September 22</p> <p>For Fall Semester: After April 1</p> <p>*Please note that we cannot issue official transcript before the designated dates stated above.</p>
<p>Scholarship availability (if any)</p>	<p>Scholarships such as JASSO and Japanese Government (MONBUKAGAKUSHO: MEXT) Scholarship for Japanese and Japanese Studies are available, but are <b>not guaranteed</b> for all exchange students due to a limited number of scholarships available.</p> <p>*Note that it is very difficult for exchange students to apply for a scholarship after they come to Japan. Also it is difficult for exchange students to get a part-time job. So it is important that students have enough</p>

	funding to cover the expected cost of their stay at Keio, which should be at least JPY 130,000 (or equivalent in the student's currency) per month for the expected period of stay (six months or eleven months).
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## APPLICATION

Application deadlines	2014 Fall Semester Admission: <b>March 30, 2014</b> 2015 Spring Semester Admission: <b>October 5, 2014</b>
Website for application information	<p>All students must apply through their home institutions. Application information for Fall 2014 is now ready. The application forms for Spring 2015 will be available in August. Please make sure to use the application forms specific to the semester your students are starting to study at Keio, as we update them for each application period.</p> <p><a href="http://www.ic.keio.ac.jp/en/study/exchange/application.html">www.ic.keio.ac.jp/en/study/exchange/application.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> <p>(The following documents are for Fall 2014. Please note that the application form may change for Spring 2015.)</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> <li>5. Self-evaluation sheet for Japanese language proficiency</li> <li>6. Official transcript</li> <li>7. Certificate of health</li> <li>8. Personal medical report (JLP students only)</li> <li>9. <u>For KIP and research applicants-</u> One photocopied set of documents 2-7 (stapled)</li> <li style="padding-left: 40px;"><u>For JLP applicants-</u> One photocopied set of documents 2-8 (stapled)</li> </ol> <p><b>Step3: Submit visa documents</b></p> <p><u>Visa Documents</u></p> <ol style="list-style-type: none"> <li>1. Send your Application for Certificate of Eligibility (3 pages) to the following e-mail address in Excel format: ic-coe@adst.keio.ac.jp <b>(Not required for Japanese nationals)</b></li> <li>2. Certificate of Financial Support</li> </ol>

	3. One copy of passport
Additional information	<ul style="list-style-type: none"> <li>As a general rule, extensions to a student's period of study at Keio is not permitted. Please advise students to plan their study at Keio very carefully before applying.</li> <li>Keio University does <b>not</b> arrange early exams even for those who wish to leave early due to graduation or academic schedule conflicts. Please plan well in advance.</li> </ul>

## HOUSING

Are university dormitories available?	Yes. Upon request, exchange students can be assigned to one of the accommodations subsidised by Keio. To be allocated to one of the Keio dormitories, students must apply before the deadline.
Rent fees (subject to change)	The rent charged to students varies from ¥56,000 - ¥77,100 (as of April, 2014, rent is subject to change). 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 and application procedures to students together with their acceptance letter.
Additional important information	No transportation services are provided for students. Detailed directions will be given by e-mail after a 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 the 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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