

Soka University Student Exchange Program
Acceptance Information
(Enrolment in Fall 2014)

1. Admission requirements for exchange students

Undergraduate or graduate students enrolled at partner Universities who are recommended by their home institutions and meet the following requirements.

- a. Students who wish to take Japanese Language Class should have a Japanese level equivalent to N5 in the JLPT (Japanese Language Proficiency Test).
- b. Students who wish to take classes taught in English should either have at least score of 71 in the TOEFL iBT, or be a native speaker of English.
- c. Students who do not have a Japanese level equivalent to N5 in the JLPT cannot register for the Japanese Language Class.

2. Class Outlines for exchange students

Exchange students can take the following classes at Soka University.

- a. Students with the equivalent level of N5~N2 in JLPT
 - **Japanese language compulsory class:**
(All classes are conducted five times a week.)
 - Second semester elementary class is equivalent to N5 (JLPT)
 - Pre-intermediate class equivalent to N4 (JLPT)
 - First semester intermediate class equivalent to N3 (JLPT)
 - Second semester intermediate class equivalent to N2 (JLPT)
 - **Japanese language elective class:**
 - Listening Comprehension, Oral Expression, Composition
- b. Students with the equivalent level above N1 in the JLPT
 - **Japanese language elective classes (Advanced class)**
 - **Select and register for classes opened for undergraduate students**
- c. Student who would like to take undergraduate classes (JSP, JAS etc.) in English.
 - This class is for the students whose native language is English or those with score of 71 or higher in the TOEFL iBT.

3. Tuition and Accommodation Fees

- a. Soka University offers free tuition and accommodation to all exchange students for one academic year.
- b. The fees for accommodation will be paid only for the University dormitory.

4. Required Documents

Exchange student who are planning to apply must submit the following documents. (All documents must be filled out in either Japanese or English)

- ① Letter of recommendation from the Head of International Affairs Office at their home institution (any format)
- ② Exchange Student Application for Admission (To be filled in by the applicant. Original copy required)
- ③ Physical Examination Certificate (To be filled in by a medical doctor)
- ④ Statement of Financial Eligibility (To be completed by the person responsible for the applicant's living expenses in Japan.) and evidence to prove that you have enough living expenses, e.g. Bank statement, Account balance.
- ⑤ Certificate of Japanese Proficiency or certificate issued at the applicant's university regarding his/her Japanese language ability. (required for those who wish to take Japanese language classes)
- ⑥ TOEFL iBT score (required for those who wish to take classes taught in English)
- ⑦ 4 photos (Size 4cm × 3cm)
- ⑧ Passport copy
- ⑨ Certificate of enrolment at home institution (Original)
- ⑩ Latest transcript of one full academic year record

Soka University and the Tokyo Immigration Office require all the documents mentioned above to be eligible for the Certificate of Eligibility (a document needed for visa application). The documents (①—⑩) should be sent to Soka University no later than **April 30th, 2014** to below address:

International Affairs Office
Soka University
Tangi-machi 1-236
Hachioji, Tokyo, 192-8577, Japan
Tel +81-42-691-8200 Fax +81-42-691-9456

If you fail to submit all completed documents or do not have all documents by the deadline, visa procedures will not be completed in time for admission in September 2014. In that case, there is a possibility for the admission to be delayed in following April, so please make sure to have all documents in by the deadline.

5. Visa Application Procedure and Arrival Schedule

- ① Submission of all required documents (①－⑩) by home institution, no later than **April 30th, 2014.**
- ② Screening of applicants by Soka University
- ③ Application for the Certificate of Eligibility at Tokyo Immigration Office by Soka University (the procedures will take about 2 months)
- ④ Admission letter and the Certificate of Eligibility will scheduled to be sent scheduled in the middle of July 2014.
- ⑤ Application for visa at the nearest Japanese embassy or consulate by the applicant
- ⑥ Arrival in Japan at the beginning of September. (we will let you know the designated date of arrival, and arrange a pick-up service for exchange student. If student cannot arrive on the appointed date, we cannot accommodate pick-ups service from the airport. Also, there will be no early check-in for the dormitories, other than the appointed date.)
- ⑦ Orientation and Admission, Placement test (Beginning of September)
- ⑧ Class will begin from September 15th.

*Please be aware that if the documents are not sent by the due date, it will influence on enrolment and class schedules.

We wish to ask the home institution to nominate your student and follow the above dates and procedures.