



KANDA UNIVERSITY OF INTERNATIONAL STUDIES Student Exchange Program 2019 FACT SHEET

■ General Information

Name of University	Kanda University of International Studies (KUIS)
Mailing address	International Affairs Office Kanda University of International Studies 1-4-1, Wakaba, Mihama-ku, Chiba-shi, Chiba, 261-0014 JAPAN TEL: +81-43-273-1615 FAX: +81-43-273-1197
E-mail	international@kanda.kuis.ac.jp
Website	《Japanese》 https://www.kandagaigo.ac.jp/kuis/ 《English》 https://www.kandagaigo.ac.jp/kuis/english/
Website for Exchange Program	https://www.kandagaigo.ac.jp/kuis/english/students/bekka/
KUIS at a Glance (as of July 2018)	Private University, Founded in 1987 <u>Program for exchange:</u> Japanese Language and Culture Program <u>Faculty:</u> 4 Departments (English/Asian Languages /Spanish & Portuguese /International Communication) Graduate School (Language Sciences) <u>Partner Institutions:</u> 87 in 24 countries and regions <u>Number of Students:</u> 4,260 (4,064 Undergraduates / 41 Graduate / 155 International Students) Exchange Enrollment - Fall 2018: 77(16 countries and regions) Spring 2018: 76(17 countries and regions)

■ Contact Information

Function	Contact Person	Email address
Operations Supervision	Mr. Toru Ichikawa Manager, International Affairs Office	international@kanda.kuis.ac.jp
English Programs in Asia/UK/USA	Ms. Tomoko Hoshi Assistant Manager, International Affairs Office	
English Programs in Canada/Europe/Oceania	Ms. Misako Hattori Exchange Coordinator, International Affairs Office	
Ibero-America/Italy	Mr. Shinji Naito Exchange Coordinator, International Affairs Office	
Korea	Ms. Tomomi Yanagida Exchange Coordinator, International Affairs Office	
China/Taiwan	Ms. Kanako Nakayama Exchange Coordinator, International Affairs Office	
Indonesia/Thailand/Vietnam	Ms. Yuka Kobori Exchange Coordinator, International Affairs Office	
Housing	Student Affairs Office	gakuseika@kanda.kuis.ac.jp

■ Important Dates

	Spring 2019	Fall 2019
Nomination Period	September 17, 2018 - October 19, 2018	March 1, 2019 - March 30, 2019
Application Period	September 17, 2018 - November 9, 2018	March 1, 2019 - April 19, 2019
Application Deadline	November 9, 2018	April 19, 2019
Notification of result	Middle December 2018	Middle May 2019
Designated Arrival Date	March 26, 2019	August 29, 2019
Orientation Period	March 27, 2019 - April 5, 2019	August 30, 2019 - September 11, 2019
Class Period	April 8, 2019 - July 19, 2019	September 12, 2019 - January 10, 2020

*The dates are subject to change.

*Applicants who have passed N1 Japanese Language Proficiency Test (JLPT) are eligible to take undergraduate courses.

Class period of undergraduate courses may vary.

•Maximum duration of study at the Japanese Language and Culture Program(JLCP) is 1 year (2 semesters)

•Extension of stay that exceeds the maximum duration of 1 year (2 semesters) is not possible.

■ Programs offered to Exchange students

Name of the program	Japanese Language and Culture Program(JLCP)																				
Program Description	Course List https://www.kandagaigo.ac.jp/kuis/english/students/bekka/																				
	Program Guidelines https://www.kandagaigo.ac.jp/kuis/cms/wp-content/uploads/2018/03/2018_bekka_b_e.pdf																				
Grading system/Transcript	<p>Results will be expressed in one of 5 grades: A+, A, B, C, or F.</p> <table border="1"> <thead> <tr> <th colspan="2">Pass</th> <th colspan="2">Fail</th> </tr> </thead> <tbody> <tr> <td>A+</td> <td>100-90 4.0 points</td> <td>F</td> <td>59-0 0 point</td> </tr> <tr> <td>A</td> <td>89-80 3.0 points</td> <td></td> <td></td> </tr> <tr> <td>B</td> <td>79-70 2.0 points</td> <td></td> <td></td> </tr> <tr> <td>C</td> <td>69-60 1.0 points</td> <td></td> <td></td> </tr> </tbody> </table> <p>*Official academic transcript will be sent to the international office of students' home institution with one month after the semester ends.</p>	Pass		Fail		A+	100-90 4.0 points	F	59-0 0 point	A	89-80 3.0 points			B	79-70 2.0 points			C	69-60 1.0 points		
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Credit System	<p><u>Minimum credits required</u> 14 credits/Semester 28 credits/Academic Year</p> <p><u>Calculation of credit</u> 1 credit corresponds to 1,350 minutes of compulsory course instruction. 1 credit corresponds to 675 minutes of elective course instruction.</p> <p>*It is up to the sending institution to determine the credit equivalency when transferring credits back to the student's home transcript.</p>																				
Class Hours	<p>Period 1 9:00 AM - 10:30 AM Period 2 10:40 AM - 12:10 PM Lunch Break Period 3 1:10 PM - 2:40 PM Period 4 2:50 PM - 4:20 PM Period 5 4:30 PM - 6:00 PM</p> <p>*One class hour=90 minutes</p>																				
Language of Instruction	<p>Japanese *Some courses in Certificate Program in Japan Studies(CPJS) are taught in English.</p>																				
Certificate Program in Japan Studies(CPJS)	<p>The Certificate Program in Japan Studies(CPJS) offers students a chance to learn about Japan in English. This program gives foreign exchange students and Japanese students the opportunity to study together.</p> <p><u>Course Examples:</u> The Literatures of Japan/The History of Pre-modern Japan/The History of Modern Japan/Japanese Popular Cultures/The Languages of Japan/Japanese Religions/International Relations:Japan in the Asian Context</p>																				
Requirement to take Undergraduate Courses	<p>Applicants who have passed N1 Japanese Language Proficiency Test (JLPT) are eligible to take undergraduate courses. Class period of undergraduate courses may vary.</p>																				

■ Admission Criteria

Admission Criteria	<p>a. Applicants must be nominated by partner university.</p> <p>b. Applicants must have completed 12 years of formal schooling. If not, applicants must be 18 years old or older at the start of the Japanese Language and Culture Program(JLCP), and have passed an examination which proves that applicants have attained the same or higher academic level as 12 years of formal schooling.</p> <p>c. Applicants must not graduate from their home institution while they are enrolled in Japanese Language and Culture Program(JLCP).</p>
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■ Application Procedure

How to Apply	<p>1) All applicants must be nominated by their home universities. Home universities must first submit the nominations online.</p> <p>2) Applicants submit Application Forms and supporting documents. *Please refer to "Application Guide"</p>
Supporting Documents	<p>1) Letter of Financial Support</p> <p>2) Proof of Financial Resources</p> <p>3) Signed Certificate of Japanese Proficiency form</p> <p>4) Original academic transcript</p> <p>5) 5 ID photos</p>

■ Fees and Other expenses

Admission/Tuition Fees	Waived for Exchange students under bilateral agreement between sending institution and KUIS.		
Insurance *mandatory for all exchange student	<p><u>National Health Insurance</u>(Medical Insurance): approx.12,000 - 17,000 yen/year</p> <p><u>Inbound Insurance</u>(Liability Insurance): approx. 1,200 yen/semester</p>		
Textbooks	approx. 7,000 - 20,000 yen/semester		
SIM card	approx. 12,000 yen/semester		
Accommodation rent	<table border="0"> <tr> <td><u>Dormitory type</u> approx.319,000 - 358,000 yen/Semester only approx.631,000 - 709,000 yen /Academic Year</td> <td><u>Apartment type</u> approx.306,000 - 389,000 yen/Semester Only approx.546,000 - 719,000 yen/Academic Year *Additionally, approx. 10,000 yen/month of Utilities fees(electricity, gas, water, sewerage) are needed.</td> </tr> </table>	<u>Dormitory type</u> approx.319,000 - 358,000 yen/Semester only approx.631,000 - 709,000 yen /Academic Year	<u>Apartment type</u> approx.306,000 - 389,000 yen/Semester Only approx.546,000 - 719,000 yen/Academic Year *Additionally, approx. 10,000 yen/month of Utilities fees(electricity, gas, water, sewerage) are needed.
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Meals	<p>Approx. 40,000 yen/month</p> <p>*All accommodations are self-catering style.</p>		
Commuter pass	<p>Approx. 2,400 yen/month</p> <p>*most of the accommodations are within walking distance.</p>		

■ Other Information

Scholarships	All exchange students from our partner universities are eligible to receive 20,000 - 50,000 yen (depends on the country and region where the student's home institution is located) monthly scholarship if only the student meets the certain requirements.
Housing	Exchange students are allocated in off-campus housing. We have 3 dormitory buildings and 4 apartment buildings.
Airport Pickup Service	We arrange a student volunteer for exchange students to guide to the accommodation from the airport. This service is free of charge but students need to pay own transportation cost.
VISA	All Exchange students must obtain Student Visa before entering Japan
Student Support	Buddy System - A student volunteer for exchange students is available.
Campus Facilities	Exchange students are allowed to use campus facilities as same as local students. e.g. Gym, Medical Center, Library, Self-Access Learning Center, Multi-Lingual Communication Center
Club Activities	Exchange Students are welcome to join students activities on campus: https://www.kandagaigo.ac.jp/kuis/english/campuslife/circle/
Part Time Job	Student Visa holders who receive special work permission are allowed to work part-time up to 28 hours per week/up to 8 hours per day during vacations.
Access to campus	https://www.kandagaigo.ac.jp/kuis/english/location/#accessmap
JLCP Brochure	https://www.kandagaigo.ac.jp/kuis/cms/wp-content/uploads/2018/03/kanda12ryugaku.pdf

■ An important reminder from KUIS to all Japanese language program participants

It is important for all to recognize that Japanese language is fairly different from English. Most people here are not able to communicate in English as well. When it comes to the character set, for instance, it will take about two to three weeks to be able to read and write all basic Japanese 100 characters (50 in both Hiragana and Katakana). In fact, most beginner-level students in the past not only felt that it takes fair amount of time and effort but also recommended to notify all beginner level students to at least master those 100 characters before their arrival for their successful study abroad experience in Japan. Therefore, we decided to remind all of the fact that it is essential for all participants to MASTER (be able to read and write) all Hiragana and Katakana characters before the course begins.