

■ Welcome to Meiji University

Thank you for your interest in Meiji University. Meiji University is situated in the center of Tokyo's educational and cultural district, surrounded by Asia's largest area of secondhand bookstores. Meiji, which started as a Law School in 1881, currently has a population of over 33,000 students, enrolled in the Schools of Law, Commerce, Political Science and Economics, Arts and Letters, Science and Technology, Agriculture, Business Administration, Information and Communication, Global Japanese Studies and Graduate School. Each of the Undergraduate and Graduate Schools has its own educational philosophy and aims.

Each School also has its own faculty and its own curriculum, independently organized by each of the schools. This enables the students to study the discipline of the school that they are enrolled in from the start of their education at Meiji.

Meiji's international exchange program, which started in 1987, has accommodated over 200 students from our partner institutions.

■ Meiji University Campuses

Meiji University has three campuses below.

【Surugadai Campus】

(Graduate School) All year for Dept. of Law

Dept. of Commerce

Dept. of Political Science and Economics

Dept. of Arts and Letters

Dept. of Business Administration

Dept. of Information and Communication

(Undergraduate) 3rd and 4th year for School of Law

School of Commerce

School of Political Science and Economics

School of Arts and Letters

School of Business Administration

School of Information and Communication

【Izumi Campus】

(Graduate School) All year for Humanities

(Undergraduate) 1st and 2nd year for School of Law

School of Commerce

School of Political Science and Economics

School of Arts and Letters

School of Business Administration

School of Information and Communication

All years for School of Global Japanese Studies

【Ikuta Campus】

(Graduate School) All year for Dept. of Science and Technology
Dept. of Agriculture

(Undergraduate) All year for School of Science and Technology
School of Agriculture

Campus characteristics : http://www.meiji.ac.jp/cip/english/general_info/campus.html

■ **Characteristics of the Student Exchange Program**

- Basically, international exchange students are assigned an advisory professor within the student's academic field. Each student has an interview with the advisory professor and decides their course plan at Meiji University.
- Exchange students will be able to participate in seminar classes, which are intensive and interactive class consisting of about 10-20 students each. This enables the students to interact with Meiji professors and students in the similar study area.
- Intensive Japanese language programs are offered at two or three levels. This enables the student to acquire the Japanese language skills necessary for university level study.
- Other programs that aim to enhance the understanding of Japanese culture and society are also provided. Field works are offered, which are designed especially for exchange students.

※Important※

From 2010, the new Japanese language educational system will be established. Please note that the present “Intensive Japanese Language Program” may be changed. The details of the new program will be informed later.

- Concerning to the accommodation information in Japan, please read ‘**Housing Guide for International Exchange Students**’ carefully which will be sent later, and fill out ‘**the Accommodation Request for Exchange Students**’.

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- If you hope to be enrolled at School of Global Japanese Studies in 2010, please consult with the International Student Exchange Center in advance through your home institution since other requirements may be added.
 - All courses at School of Global Japanese Studies are conducted at Izumi campus.
 - The international exchange students at School of Global Japanese Studies, whose Japanese language level equal to JLPT Level.3, will be required to attend at Intensive Japanese Language Program or any other alternative Japanese programs which is conducted at Surugadai campus.

■ Becoming an Exchange Student at Meiji University

● Required Japanese Language Proficiency

To become an exchange student at Meiji University, you will need to be recommended through your institution as an exchange student nominee. Since most of the courses at Meiji University are offered in Japanese, you would need a certain level of Japanese language ability. All exchange students would need **at least over 300 hours** of Japanese language studies. Otherwise, you would need to prove your Japanese language competency through official score of JLPT or Meiji University Japanese language Test results at your institution.

Prior to the application, you need to take the Meiji University Japanese Language Test at your institution if you have not obtained official JLPT score. Meiji University will consider the test results and all other documents submitted. Successful applicants will then be admitted as exchange students to Meiji University.

In addition, please note that your Japanese language proficiency may make your registration conditional. If you are classified in more than JLPT Level.2 after your arrival, you can make out your study plan which is focused on your specialty. If you are classified in JLPT Level.3, you can make out the one which is focused on Intensive Japanese language Program or any other alternative Japanese programs.

● How to Get Enrolled into a Seminar or Course

Once you are officially accepted at Meiji, you will receive the Acceptance Letter etc. And upon your arrival, we will provide you a course syllabus which enables you to read and select from the courses offered. Exchange students will have an interview with the advisory professor and the academic officer of the school/department enrolled and decide the courses that you are willing to take.

The first week is a probationary period during which you attend the courses you are interested in registering for. (Some courses might not have such a probationary period and please confirm this upon arrival.)

The registration date depends on each department or School, so you must remember to ask the staff at your School's office for the date of registration at the interview. If you fail to complete proper registration, you will not be able to earn any credits.

At Meiji, students are required to register the courses for the whole academic year at the beginning of the year (April). Please note the students who will be coming from April have to register the courses for the whole year(Spring semester/Fall semester) in April. For students coming from September, they will need to register at the beginning of each semester (September and April).

Also please note that your Japanese language proficiency level, or the department or School's regulations may make your registration conditional.

● Course Information

Course details are offered at <http://oh-o.meiji.ac.jp/index.htm>

Enter the site by "GUEST LOGIN" and follow the instructions. The information is provided only in Japanese. (ID: guest, Password: guest)

Titles of some courses are also listed on the Meiji University Guide Book. Please refer to the booklet as all applicants need to write on their application which courses they intend to take.

And the syllabus, on which the course list, the regulation of each school/department etc are written, can be provided after your arrival.

● Examination / Grades System

At Meiji, examination period are late in July (for 1st semester) and January (for 2nd semester). And most grades will be given at each semester. Grade system are as follows; S(90pts-), A(80pts-), B(70pts-),C(60pts-) and F(-59pts / Fail).

※Please note that the Grade system is different for each school/department.

● Transcript

After you complete your study period at Meiji, one transcript (English) will be issued and sent to your home institution.

※If you complete your study period in March(August), the transcript will be issued in the middle of April(September). Please note this schedule may be changed due to the administrative procedures, without the advanced notice.

Meiji University Academic Calendar 2010-2011

1st semester: April 1 – September 19, 2010

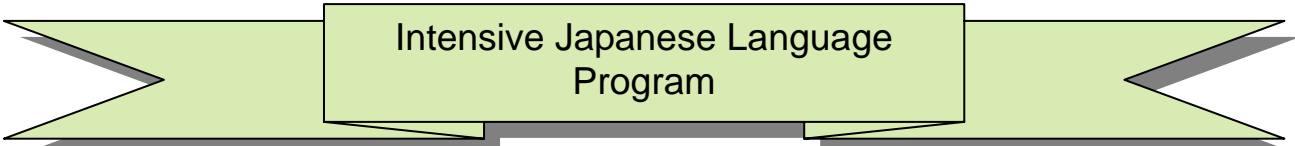
Summer Vacation: August 1 -September 19, 2010

2nd semester: September 20, 2010 – February 3, 2011

(Winter Vacation: December 25, 2010– January 7, 2011)

Spring Vacation: February 4 – March 31, 2011

***Please note this schedule is tentative.**



Intensive Japanese Language Program

※Important※

From 2010, the new Japanese language educational system will be established.

Please note that the present Intensive Japanese Language Program may be changed. The details of the new program will be informed later.

■ Program Objective

This program is a special program coordinated by the Japanese Language Education Center at Meiji University. The objective of this program is to provide international exchange students with classroom and fieldwork studies to improve their Japanese Language ability. This will enable students to smoothly participate in normal academic coursework and to learn the Japanese society and culture through various academic activities.

The emphasis of this program is on improving communicative skills and developing the fundamental skills needed for university-level study in a Japanese-speaking environment. There will be a certificate issued upon the completion of the course but no credit will be offered for this program.

■ Admission Requirements

- Students must be full-time exchange students enrolled in one of the Schools at Meiji University or have special permission from the Japanese Language Education Center to do so.
- **Students must have studied the Japanese language for at least 300 hours prior to entering the student exchange program.**
- Students must achieve a score equivalent to at least the lower intermediate level on the Meiji University Japanese Language Test, given at the time of the student's application.

■ Enrolment in Courses

Upon your arrival, each international exchange student will have an interview with the Intensive Japanese Language Programs Coordinator. After considering the Japanese language background of the student, the application documents and performance in the interview, the Coordinator will advise which programs the student should take.

■ Calendar

First Semester: 11 weeks from the beginning of April

Second Semester: 11 weeks from the end of September

■ Campus

Intensive Japanese Language Program is conducted at Surugadai Campus.

■ Textbooks

Students are asked to buy textbooks if necessary.

■ Program Content

● Japanese Language Courses

The Japanese language course is offered at two or three levels, upper intermediate and lower intermediate. These accommodate the needs of the student at an appropriate Japanese language level. The program coordinator, who is also a professor of Japanese, will interview the student upon arrival and advise the student on which course he/she should take.

This course is divided in two parts, "**General Japanese Language**," which focuses on acquiring general communicative competence in Japanese. This is taught over 60 hours per semester. And "**Japanese language for special purposes**," which focuses on skills of "**Reading**" "**Speaking**" and "**Writing**." Each of the skills is taught for 10 hours each per semester.

The course mentioned above is offered on Tuesdays, Thursdays and Fridays of every week from 9 am to 12 pm. (Please note that these days may change.)

Formal examinations are given every 3 lessons. The final grade is computed on the basis of all assignments, examinations and class participation. The Director of the Japanese Language Education Center and the Coordinator of the Japanese Language Program will issue a course certificate upon the successful completion of the program. The certificate will also include comments from the course instructor as necessary.

● Field Work

The objective of this particular program is to further deepen students' understanding of Japanese culture and society through visiting museums and historical sites. These are usually planned for Tuesday, Wednesday or Thursday and a Professor of Japanese accompanies the group. Previous field work trips include; **A walking tour from Ochanomizu district**, where Meiji University is situated, to the Ueno district, enabling students to visit various historical places. Other visits include tours to the **Ryogoku Sumo Museum**, **Edo Tokyo Museum**, and visit to **the Tsukiji Market**, join in **Tea Ceremony** etc. Fieldwork trips are held 3 times at each semester.

▶ NOTE

It is important for each student to complete all the required application documents so that the course coordinators can properly assess student's Japanese language level. Please prepare and submit all the required documents.

If you have any questions, please contact the International Student Exchange Center through the international office of your home institution.

Housing for Exchange Students

Concerning to the accommodation information in Japan, please read '**Housing Guide for International Exchange Students**' carefully which will be sent later, and fill out '**the Accommodation Request for Exchange Students**'.

Living Expenses in Tokyo

■ Living Costs in Tokyo

The following will give you a rough estimate of your **monthly living expenses** for a single person in Tokyo. **Please think carefully of your financial plans before you come to Japan to avoid the financial problem during your study period.**

Rent for Housing (ex: Izumi International House)	48,000 yen / month~
Transportation	Approx. 10,000 yen~
Meals	Approx.30,000 yen~
Electricity, gas and water charge	Approx. 10,000 yen~
Mobile phone	6,000 yen~
Total	115,000yen~

※According to the JASSO, the general living cost in Tokyo needs approx.¥150,000-.

※If you make a contract for the accommodation by yourself, you will need to prepare furniture etc in addition to the above. Also, please note that you will be required to pay the rent, deposit, key money, brokerage fee etc.

■ Fees You Will Need to Pay Shortly after Your Arrival

The below is a rough estimate of how much you would need upon your arrival.

Meiji Univ. Student Insurance	2,500 yen (Arrivals only)
National Health Insurance	Approx. 12,000 yen~/Year
Daily Necessities	Approx. 20,000 yen~
Text Books	Approx. 5,000 yen~

➤ NOTES

**Meiji University does not allow exchange students to work part-time.
(September, 2009)**



Arrival

■ Orientation for International Exchange Students

This is a supplementary orientation session for international exchange students focusing on important issues such as course selection, registration, credits, Japanese language courses etc. Failure to acquire this information may cause trouble during the academic year, and you are strongly advised to attend this orientation session. **All exchange students are requested to arrive in Japan before the orientation.**

■ Arrival Date

We recommend exchange students to arrive in Japan a few days before orientation. However, if you cannot arrive on time due to the delay in issuing the Certificate of Eligibility, please inform International Student Exchange Center, and we will inform you of other orientation dates. If any problems arise, it is very important for you to make contact with us to avoid difficulties. We will assist you in every way possible regarding registration or other administrative matters so please do not worry if you are not able to come by the above date.

If you have not previously arranged for accommodations, you will need to arrive earlier to find such facilities and settle in.

■ Meeting Service at Tokyo City Air Terminal (T-CAT)

A Meeting Service for new international exchange students is available basically only during the designated day & time, between Tokyo City Air Terminal (T-CAT) and the accommodation (*Izumi International House*).

Airport Limousine Bus connects between Narita New Tokyo International Airport and T-CAT. T-CAT is located in downtown Tokyo and is about a 60-minute bus ride from Narita New Tokyo Airport. This may vary depending on traffic, and it sometimes takes more than two hours. You can purchase a ticket, which costs about 2900 yen, at the airport. Please refer to the attached information sheet and websites for details. We will send you more detailed information after your arrival sheet is submitted.

※Please remember that it is important that you call our office from Narita Airport

before leaving the airport. If we do not receive your phone call before leaving the airport, the student advisor may not be able to see you at T-CAT.

International Student Exchange Center

You will need to be in close contact with the International Student Exchange Center while you are attending the exchange program at Meiji University. This office will be able to give you advice and support on any matters during your stay.



■ Contact Numbers

Meiji University

International Student Exchange Center

International and Exchange Students Section

TEL +81-3-3296-4146

FAX +81-3-3296-4360

General E-mail: cip@mics.meiji.ac.jp

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