



Information Sheet for AY2015-2016

A. General Information

University Name: Tokyo University of Foreign Studies
Office in charge of Agreement: Research Promotion Division
Office in charge of international academic exchange: Student Exchange Division
Contact address: 3-11-1, Asahi-cho, Fuchu-shi, Tokyo, Japan, 183-8534

1. Contact information of Agreement:

Ofias Office
ofias-office@tufs.ac.jp
Tel: +81-42-330-5594
Fax: +81-42-330-5599

2. Contact information of incoming students:

Student Exchange Division
Study Abroad Team
short_exchange@tufs.ac.jp
Tel: +81-42-330-5182
Fax: +81-42-330-5189

3. Contact person of outgoing students:

Same as above

4. Term structure and tentative dates of academic year 2015-2016:

Spring semester (First semester): April 1, 2015 to July 10, 2015
Summer semester (Second semester): July 13, 2015 to August 7, 2015 (Intensive)
Fall semester (Third semester): October 1, 2015 to January 23 2016
Winter semester (Fourth semester): January 24 2015 to February 28, 2016 (Intensive)

* Our semester system will change from 2semesters to 4 semesters from April, 2015. Exchange Students are able to attend our intensive classes. Most classes are one or two week classes.

B. Application

5. Deadline:

Spring Entry(First semester): December 20, 2014 Fall Entry(Third semester): March 31, 2015

6. Qualifications for incoming exchange students:

Undergraduate and Graduate (Other than Doctorate)



7. Length of the exchange period:

Full year or one semester (Students must attend at least either/ both Spring (1st) or/ and Fall (3rd) semester.

8. Application Information

http://www.tufs.ac.jp/english/intlaffairs/exchange_in/program/application.html

C. Scholarships

9. Scholarship Information:

http://www.tufs.ac.jp/english/intlaffairs/exchange_in/program/scholarship.html

<TUFS Scholarship Program>

Exchange students are qualified to apply for this program, but please note that not every student can be a recipient.

D. Courses

10. Course information

Website: http://www.tufs.ac.jp/english/intlaffairs/exchange_in/program/
http://www.tufs.ac.jp/english/intlaffairs/exchange_in/program/program01.html

When students to receive 24 credits from TUFS, students receive the completion certificate.

E. Accommodations

11. Dormitory

We try to offer all exchange students a room in one of our on-campus International Halls. However, in the rare case when there are no open rooms to accommodate students, they may have to reside in another international students' dormitory in the Tokyo area or find a private apartment on their own.

12. Accommodation fee (Campus Dormitory)

International Residence Hall No.1 ¥21,000 per month (Single room)

International Residence Hall No.2 ¥22,000 per month (Single room)

International Residence Hall No.3 ¥46,000 per month (Single room) plus key money (¥25,000)

13. The application deadline for housing is:

Spring Entry: December 20 Fall Entry: March 31

F. Language & Visa Requirements

14. Language requirements

English or Japanese

English: TOEFL - PBT530 (CBT197, iBT71), IELTS - 6.0, Cambridge CAE - Grade C, and Cambridge CPE - Grade C

Japanese: Level N2 (Level N1 preferred) of Japanese Language Proficiency Test



15. Visa requirements

Student Visa

Students need to send required documents when they apply for our exchange program. Detailed information is instructed in the application web-site.

G. Others

16. Work

You may work no more than 28 hours a week in the event that you receive permission from the Immigration Office before you start. During long holidays, the limit is eight hours per day.)

17. Health facilities/insurance provided on campus

Health Care Services Center on campus is available.

Exchange Students need to join the National Health Insurance Program. With this insurance, you will pay only 30% of the total medical expenses.

18. Living Costs

Textbooks/ Stationery	20,000yen/ semester
Food	30,000yen/ month
National Health Insurance	1,100yen/ month
Accommodation	Dormitory on campus ¥21,000-¥22,000month
Utilities	10,000yen/ month

19. Other Information

- Tokyo University of Foreign Studies
<http://www.tufs.ac.jp/english/>
- TUFs Exchange Program
http://www.tufs.ac.jp/english/intlaffairs/exchange_in/program/
- TUFs Web Syllabus (Japanese)
<http://syllabus.tufs.ac.jp/syllabus/index.php>
- JASSO Study in Japan
<http://www.g-studyinjapan.jasso.go.jp/>
- Ministry of Education, Culture, Sports, Science and Technology- Japan
Monitoring information of environmental radioactivity level
<http://radioactivity.nsr.go.jp/en/>
- Tokyo Fire Department
<http://www.tfd.metro.tokyo.jp/eng/index.html>
<http://www.tfd.metro.tokyo.jp/eng/earthquakes.html>