Soka University Student Exchange Program
Acceptance Information
（Enrolment in September 2018）

1. **Admission requirements for exchange students**
   Undergraduate or graduate students enrolled at partner universities who are recommended by their home institutions.

2. **Class Outlines for exchange students**
   Exchange students can take the following classes at Soka University.
   Note:
   - graduate level courses are not available
   - course list of AY2017 is attached for your reference
   - some courses may not be offered depending on the registration situation
   a. Japanese language courses:
      - All international students are eligible
   b. Courses from the Undergraduate Program (Japanese):
      - International students with Japanese proficiency equivalent to N2 in Japanese-Language Proficiency Test (JLPT) or above
        **Students' Japanese level will be determined by the placement test*
   c. Courses from the Undergraduate Program (English):
      **If you wish to take courses from the JAS program, you are required to either be a native speaker of English or have English proficiency equivalent to TOEFL iBT 71*
      **English requirement for other English medium courses differs*

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 waived 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 Exchange Student Application Form:
   Please submit your application form via online application system:
   https://soka-exchange.campus-p.jp
   ② Letter of recommendation from their home institution (any format)
   ③ Physical Examination Certificate to be filled out by a medical doctor (designated format)
   ④ Certificate of enrolment at home institution (original copy)
   ⑤ Latest transcript of one full academic year record (original copy)
   ⑥ 2 headshot photos (4cm×3cm size)
   ⑦ Photocopy of passport
   ⑧ Photocopy of the Certificate of JLPT or certificate issued at the applicant's university regarding his/her Japanese language ability; photocopy of the score report of English exams (e.g., TOEFL iBT) if you wish to take JAS courses

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 (②－⑧) should be sent to Soka University no later than **March 30, 2018** to the address below:

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 may not be completed in time for admission in September 2018.

5. Visa Application Procedure and Arrival Schedule

① Submission of all required documents by home institution, and sent to Soka University no later than **March 30, 2018.**

② Screening of applicants by Soka University

③ Application for the Certificate of Eligibility at Tokyo Immigration Office by Soka University

④ Admission letter and the Certificate of Eligibility is scheduled to be sent around mid-July

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 notify you the designated date of arrival and arrange a pick-up service for exchange students. If a student cannot arrive on the designated dates, we cannot provide a pick-up service from the airport. In addition, there will be no early check-in for the dormitories other than those designated dates.

⑦ Enrolment (early-September)

⑧ Orientation, Course Registration, Placement test (early-September)

⑨ Classes will begin from mid-September

*Please be aware that if the documents are not sent by the due date, it may affect your enrolment and other procedures.