



AOYAMA GAKUIN UNIVERSITY (TOKYO)

Fact Sheet for Student Exchange Program 2019-20

General Information	
Office Dealing with Student Exchange Program	International Center 4-4-25 Shibuya, Shibuya-ku, Tokyo 150-8366 Phone: +81-3-3409-8462 Fax: +81-3-3409-7923
Contact Persons at Aoyama Campus	Inbound Exchange (Partner University students to AGU) Exchange Program Coordinator: Kana Sugahara (Ms.) Email: exchange@iec.aoyama.ac.jp Outbound Exchange (AGU students to Partner Universities) Study Abroad Coordinator: Ayah Kakinuma (Ms.) Email: akakinuma@aoyamagakuin.jp
Website	Inbound Exchange Program Website: http://web.iec.aoyama.ac.jp/english/index.html University Website: http://www.aoyama.ac.jp/ Aoyama Gakuin Website: https://www.aoyamagakuin.jp/
Academic Information	
Academic Calendar	<u>Spring 2019 (1st Semester)</u> March 28: Arrive to Tokyo. Dormitory opens. April 1 – April 5: Orientation week April 6 – July 26: Classes July 27 – August 3: Final Exam Period <u>Fall 2019 (2nd Semester)</u> September 9: Arrive to Tokyo. Dormitory opens. September 12 – September 19: Orientation week September 20 – January 25: Classes January 27 – February 3: Final Exam Period
Academic Departments	<u>Aoyama Campus</u> -Located in the heart of Tokyo (Shibuya, Tokyo) -7 Academic Departments: Literature; Education, Psychology & Human Studies; Economics; Law; Business; International Politics, Economics & Communication; Cultural and Creative Studies <u>Sagamihara Campus</u> -Located in Sagamihara city, 90minutes by train from Aoyama Campus (Sagamihara, Kanagawa) -3 Academic Departments: Science & Engineering; Social Informatics; Global Studies & Collaboration (Japan Studies Program)
Japanese Courses for Exchange Students	<u>Aoyama Campus</u> Japanese Language & Culture Classes (Level 1 – 7) -Japanese(A),(B),(C),(D):4 classes per week -Japanese Culture & Society:1 class per week -Japanology: 1 class per week <u>Sagamihara Campus</u> Japanese Language & Culture Classes (Level 1 – 3) -Japanese(A),(B),(C),(D):4 classes per week -Japanese Culture & Society:1 class per week NOTE: Those students who will take ONLY English-taught courses does not necessary apply to above.

Course Syllabus	http://syllabus.aoyama.ac.jp/ NOTE: Course information and English course list for every Academic Year will be updated at end of March.
List of Courses taught in English (UG)	http://web.iec.aoyama.ac.jp/foreigner/exchange/course
Course Restrictions for Exchange Students	MBA program, Physical Education classes, Teacher's Certificate courses, Foreign Language courses for Japanese students, some courses offered by Department of Education, and courses that are full NOTE: Graduate students may be accepted on a limited basis subject to approval from the academic staff based on academic objectives. Most courses are taught in Japanese. High level of Japanese proficiency is mandatory.
Minimum number of credits	14 credits per semester NOTE: To qualify for student visa requirement, a student is required to take at least 10 hours of class time per week. Ref.) 1 period: 90 minutes, 1 semester:15 weeks
Course Registration	Register online during the registration period after attending the course registration orientation upon arrival
Transcripts	<u>Spring (1st Semester):</u> -Grade Report (in Japanese, on student portal): September -Official Transcript (in English, sent to International Office): October <u>Fall (2nd Semester):</u> -Grade Report (in Japanese, on student portal): March -Official Transcript (in English, sent to International Office): April
Application for Inbound Exchange Program	
Duration of Exchange	1 semester or 1 full-year (two semesters)
Required G.P.A	G.P.A. 2.5 (4.0 scale) or above NOTE: If G.P.A. is not on a 4.0 scale, submit a 'Verification of Academic Standing' written by the International Office Director that states that the student has scored on average or above average in his or her official grades.
Required Language Proficiency	<p><Aoyama Campus></p> <ul style="list-style-type: none"> <u>Literature; Education, Psychology & Human Studies; Economics; Law; Business; International Politics, Economics & Communication; Cultural and Creative Studies</u> <p>A) have studied Japanese for more than 1 year, and have JLPT N5 or equivalent OR B) Japanese Proficiency NOT REQUIRED if the applicant will take only English-taught courses. Instead, student must have the following English Proficiency: TOEFL iBT 68 or IELTS 5.5 or higher, unless English native※</p> <p>NOTE: B) does not apply to Graduate level applicants. Courses in Graduate level are taught in Japanese. Therefore high level of Japanese ability is mandatory.</p> <p><Sagamihara Campus></p> <ul style="list-style-type: none"> <u>Science & Engineering; Social Informatics</u> <p>- have studied Japanese for more than 1 year, and have JLPT N5 or equivalent</p> <ul style="list-style-type: none"> <u>Global Studies and Collaboration (Japan Studies Program)</u> <p>A) have studied Japanese for more than 1 year, and have JLPT N5 or equivalent OR B) Japanese Proficiency NOT REQUIRED if the applicant will take only English-taught courses. Instead, student must have the following</p>

	<p>English Proficiency: TOEFL iBT 68 or IELTS 5.5 or higher, unless English native✕</p> <p>*For details regarding School of Global Studies and Collaboration, please contact agu-exchange@aoyamagakuin.jp at Sagami-hara Campus.</p> <p>✕NOTE: In case TOEFL or IELTS are not held at your country, follow below</p> <p>1) Submit Official English Test Score along with an official conversion table of IELTS or TOEFL iBT score, issued by the test organization.</p> <p>OR</p> <p>2) Submit the 'English Proficiency Report' (download the form from below website) completed by a full-time faculty member teaching English language classes or a full-time faculty member who has obtained a degree from a university where the instruction was in English.</p>															
Application Forms	http://web.iec.aoyama.ac.jp/foreigner/exchange/material															
Deadline for Nomination	<p>Spring (1st Semester):</p> <p>September 1 to October 31, 2018</p>	<p>Fall (2nd Semester):</p> <p>February 1, 2019 to March 31, 2019</p>														
	<p>Check with us about requirements & number of student exchange spot at exchange@iec.aoyama.ac.jp beforehand.</p> <p>After the confirmation, we will inform you about online nomination. (Nominations must be submitted by coordinators).</p>															
Deadline for Application materials	<p>November 15, 2018</p>	<p>April 15, 2019</p>														
	<p>After the nominations, please send all application materials by post by the deadline.</p> <p>Posting Address: Inbound Exchange Program International Center Aoyama Gakuin University 4-4-25 Shibuya, Shibuya-ku Tokyo 150-8366, JAPAN</p>															
Accommodation and Others																
Housing Information	<p>http://web.iec.aoyama.ac.jp/foreigner/exchange/housing</p> <p>Our international dormitory is located on Musashi-Kosugi, approximately 45 minutes from Aoyama Campus. All single rooms are with bathroom, refrigerator, and Wi-Fi connection.</p> <p>Easy access from airports to Musashi-Kosugi station: Narita Express train directly from Narita Airport or Airport Bus directly from Haneda Airport.</p>															
Estimated Living Costs	<p>The following is an estimate living costs of attending AGU as an Exchange Student for a full academic year (12 months).</p> <table border="0" data-bbox="678 1624 1276 1870"> <tr> <td>Room & Board</td> <td style="text-align: right;">¥ 1,260,000</td> </tr> <tr> <td>Books and Materials</td> <td style="text-align: right;">¥ 60,000</td> </tr> <tr> <td>Transportation</td> <td style="text-align: right;">¥ 35,000</td> </tr> <tr> <td>Extracurricular activities</td> <td style="text-align: right;">¥ 70,000</td> </tr> <tr> <td>National Health Insurance</td> <td style="text-align: right;">¥ 25,000</td> </tr> <tr> <td>Miscellaneous</td> <td style="text-align: right;">¥ 100,000</td> </tr> <tr> <td style="text-align: right;">Total</td> <td style="text-align: right;">¥ 1,550,000</td> </tr> </table>		Room & Board	¥ 1,260,000	Books and Materials	¥ 60,000	Transportation	¥ 35,000	Extracurricular activities	¥ 70,000	National Health Insurance	¥ 25,000	Miscellaneous	¥ 100,000	Total	¥ 1,550,000
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Health Insurance	<p>National Health Insurance (NHI) is compulsory (approx. 2000yen per month. Varies according to city/ward). Must apply on arrival at city ward where student reside in.</p> <p>http://www.g-studyinjapan.jasso.go.jp/en/modules/pico/index.php?content_id=28</p> <p>Besides the above, it is highly recommended that students arrange appropriate Overseas Insurance at your home country, which covers through your study period in Japan.</p>															

Fitness Center	Costs 3000yen/per academic year. Required to take Fitness Center orientation, and university health check-up to join. http://agufitnesscenter.web.fc2.com/
Support for Exchange Students	
International Center	English-speaking staff and faculty members will provide orientations (in Japanese and English), and general / academic advising after arrival.
Buddy System	Student volunteers (mostly local Japanese students) will be assigned upon requests to provide peer support on school and day-to-day matters.
Chat Room	Chat Room is a space on campus where international students and Japanese students teach their languages to each other. https://www.youtube.com/watch?v=0YkFBMy26M0 -Japanese Sessions: Japanese students teach exchange students conversational Japanese (free to participate) http://web.iec.aoyama.ac.jp/chat_room/jct -English Sessions: English-speaking exchange students can work as chat leaders to teach Japanese students conversational English (will be paid per hour) -Other language sessions may be offered
Social and Cultural Events *varies each year	-International Coffee Hour (twice every semester) -1 Day Bus trip outside Tokyo (once every semester) e.g.) Cherry picking, Grape picking, sightseeing, etc. -Other optional events: Tea leaves harvesting experience, Kabuki watching, Sumo Tournament watching, Kimono Workshop, Japanese Floral Art demonstration. etc.

Note: The information on this sheet is subject to change.