

## Fact Sheet

University-wide Student Exchange Program (USTEP)

Academic Year 2024-25

<b>General Information</b>	
<a href="#"><u>Brief Introduction of the University</u></a>	<p>The University of Tokyo, also known and hereinafter referred to as "UTokyo", was established in 1877 as the first national university in Japan. As a leading research university, UTokyo offers courses in essentially all academic disciplines at both undergraduate and graduate levels and conducts research across the full spectrum of academic activity. The university aims to provide its students with a rich and varied academic environment that ensures opportunities for both intellectual development and the acquisition of professional knowledge and skills.</p>
<a href="#"><u>University-wide Student Exchange Program</u></a>	<p>UTokyo accepts exchange students from partner universities with which the University has entered into a Memorandum of Understanding concerning student exchange. Exchange students can choose between Type U and Type G programs.</p> <p>Type U program is designed for undergraduate students to take various courses given in English and/or Japanese in the various Faculties/College in accordance with their English and/or Japanese language proficiency.</p> <p>Type G program is designed for graduate students. Type G participants will belong to one of the Graduate Schools to which they are admitted and will be able to take various courses or conduct research under the guidance of a faculty advisor.</p>
<a href="#"><u>Type U Qualifications</u></a>	<p>Undergraduate students satisfying all of the following requirements are eligible to apply :</p> <ol style="list-style-type: none"> <li>1. Students who will be enrolled full-time at a Partner University during their entire period of study at UTokyo.</li> <li>2. Students who will return to their home university after completing their study at UTokyo.</li> <li>3. Students who demonstrate excellent academic performance.</li> <li>4. Students who have a clear intention to study at UTokyo.</li> <li>5. Students who have official proof of their required language proficiency and meet other conditions at the time of submission of application.</li> </ol> <p>Note: In principle, first- and second-year undergraduate students are not accepted for USTEP. For students enrolled in three-year undergraduate programs, they must have finished at least 1.5 year of the program at the time of their arrival at UTokyo.</p>
<a href="#"><u>Type G Qualifications</u></a>	<p>Graduate students satisfying all of the following requirements are eligible to apply :</p> <ol style="list-style-type: none"> <li>1. Students who will be enrolled full-time at a Partner University during their entire period of study at UTokyo.</li> <li>2. Students who will return to their home university after completing their study or research at UTokyo.</li> <li>3. Students who demonstrate excellent academic performance.</li> <li>4. Students who have a clear intention to study or research at UTokyo.</li> <li>5. Students who have official proof of their required language proficiency and meet other conditions that may be set by individual Graduate Schools. (For more details, see <a href="#"><u>Prerequisites for USTEP Type G Applicants</u></a> and check the other conditions.)</li> </ol>

## Type U (For Undergraduates)

Type U Academic Information			
Exchange Students' Status	<b>Status</b>	<b>Definition</b>	<b>Credits awarded</b>
	Special Auditors	Students registered for courses	Yes
	<p>Note 1: Students participating in the Type U program will be affiliated with the Center for Global Education of UTokyo.</p> <p>Note 2: Credit transfer must be determined by the students' home university.</p>		
Period of Study	<ol style="list-style-type: none"> <li>1. April to August [1 semester (S1S2)]</li> <li>2. April to March [2 semesters (S1S2 &amp; A1A2 (W))]</li> <li>3. September to March [1 semester (A1A2 (W))]</li> <li>4. September to August [2 semesters (A1A2 (W) &amp; S1S2)]</li> </ol> <p>*W term is optional.</p> <p><a href="#">Academic Calendar</a></p> <p>*The Academic Calendar for AY 2024 will be available in March 2024.</p>		
<a href="#">Course Catalogue</a>	<p>Students will officially register for courses in April or September after their arrival and orientation at UTokyo.</p> <p>Courses offered in the Type U program can be found in the <a href="#">Course Catalogue for Type U students</a>.</p> <p>Note:</p> <ol style="list-style-type: none"> <li>1. Available courses change every year and the courses currently on the website may not be offered in the following year.</li> <li>2. List of courses open to USTEP students for AY 2024 (April-March) will be available in late March of 2024.</li> <li>3. Some academic fields may only have a limited number of courses. The course listing should be reviewed carefully to assess whether it meets the students' needs and expectations.</li> <li>4. It is not possible to take graduate-level classes that are not listed in the course catalogue for Type U students. There is limited availability for graduate-level classes that Type U students can access and register for.</li> <li>5. Courses offered by the College of Arts and Sciences (course codes starting with 08) will be held on Komaba Campus. Most of the other courses offered by other Faculties will be held on Hongo Campus.</li> </ol> <p>Since students admitted to the Type U program may take various courses offered</p>		

	<p>across the College and Faculties, please take careful note where the courses are held. There are two main campuses—Hongo and Komaba—and travel between the two takes about one hour by public transportation. Because of this we recommend that students select most of their courses at one of the campuses. However, this does not mean they are not allowed to choose courses on the other campus.</p> <p>Restrictions:</p> <ol style="list-style-type: none"> <li>1. Students interested in taking seminars offered in “Japanese” and “Japanese and English” at the Faculty of Law are allowed to apply for only one seminar course per semester. Further information will be provided to those who have been successfully accepted to study at UTokyo. There is no such restriction for the number of seminar courses students can apply for and take, if the seminars are noted as being instructed in “English.”</li> <li>2. Type U students are not allowed to participate in practical work (e.g. laboratory work, design studio work etc.)</li> <li>3. Type U students are required to register for minimum of 10 hours worth of classes per week during their stay (Japanese immigration law stipulates that international students with a “student” visa spend a minimum of ten hours in class per week.). <u>At least one of the classes must be a non-language class.</u></li> </ol> <p>In principle, courses worth 2 credits consist of 13 weeks of 105-minute classes. The length of each class period may vary depending on college/faculty.</p>
Special Certificate Programs	<p>- <a href="#">Global Studies in Asia (GSA)</a> *The information for 2024 will be announced later.</p>
Japanese Language Education	<p>Type U students accepted to the student exchange program are eligible to register for these courses. Further information about the courses are available on the following websites: <a href="#">Hongo Campus (JSCSE)</a> <a href="#">Komaba Campus (Global Komaba)</a></p>

### Type U Application Procedures and Deadlines

Outline	<p>Exchange students need to be nominated by their home universities to UTokyo. They must contact the office responsible for university-wide student exchange at their home universities and check the application procedures and deadline for the exchange program. All applicants nominated by their home universities will then receive the link to access the online application system from UTokyo.</p> <p>Please note that UTokyo may reject a student’s application and revoke their qualifications for admission if it becomes apparent that false declaration was made in the application or application is incomplete.</p> <p><a href="#">Application Instructions</a></p>
Qualifications	<p><u>Exchange Students' Status</u> Students participating in the Type U program will be affiliated with the Center for Global Education of UTokyo. Their status will be “Special Auditors” who are eligible to register for university courses for credit. (Students should consult their home universities for procedures regarding credit transfers.)</p> <p><u>Eligibility</u> Only undergraduate students satisfying all of the following requirements may apply: 1. Students who will be enrolled full-time at a Partner University during their</p>

	<p>entire period of study at UTokyo.</p> <ol style="list-style-type: none"> <li>Students who will return to their home university after completing their study at UTokyo.</li> <li>Students who demonstrate excellent academic performance.</li> <li>Students who have a clear intention to study at UTokyo.</li> <li>Students who have official proof of their required language proficiency and meet other conditions at the time of submission of application.</li> </ol> <p>Note: In principle, first and second year undergraduate students are not accepted for USTEP. For students enrolled in three-year undergraduate programs, they must have finished at least 1.5-year of the program at the time of their arrival at UTokyo.</p>				
<p>Language Requirement</p>	<p>The Type U program requires exchange students to meet the language requirements in English and/or Japanese, depending on the courses they wish to take.</p> <table border="1" data-bbox="411 616 1476 1395"> <tr> <td data-bbox="411 616 667 1243"> <p>Students who wish to take courses offered in <u>English</u></p> </td> <td data-bbox="667 616 1476 1243"> <ul style="list-style-type: none"> <li>- A minimum TOEFL iBT score of 90, IELTS overall band score of 6.5, or Cambridge English Qualifications "C1 Advanced"</li> <li>*TOEFL iBT Home Edition, IELTS Indicator and IELTS Online are accepted.</li> <li>*TOEFL iBT "MyBest Scores" is not accepted.</li> <li>*TOEFL iBT and IELTS scores are valid only if dated within two years of the USTEP application deadline.</li> </ul> <p>or</p> <ul style="list-style-type: none"> <li>- Attend a university or have graduated from a high school where the medium of instruction is English</li> <li>*Applicants must submit a proof that certifies that the degree program they belong to is taught <u>entirely</u> in English, unless they attend a university in an English-speaking country or are a native speaker of the language (*A native speaker is defined here as someone who graduated from a high school where the medium of instruction is English).</li> </ul> </td> </tr> <tr> <td data-bbox="411 1243 667 1395"> <p>Students who wish to take courses offered in <u>Japanese</u></p> </td> <td data-bbox="667 1243 1476 1395"> <ul style="list-style-type: none"> <li>- JLPT Level N1</li> </ul> <p>or</p> <ul style="list-style-type: none"> <li>- Have graduated from a high school where the medium of instruction is in Japanese</li> </ul> </td> </tr> </table>	<p>Students who wish to take courses offered in <u>English</u></p>	<ul style="list-style-type: none"> <li>- A minimum TOEFL iBT score of 90, IELTS overall band score of 6.5, or Cambridge English Qualifications "C1 Advanced"</li> <li>*TOEFL iBT Home Edition, IELTS Indicator and IELTS Online are accepted.</li> <li>*TOEFL iBT "MyBest Scores" is not accepted.</li> <li>*TOEFL iBT and IELTS scores are valid only if dated within two years of the USTEP application deadline.</li> </ul> <p>or</p> <ul style="list-style-type: none"> <li>- Attend a university or have graduated from a high school where the medium of instruction is English</li> <li>*Applicants must submit a proof that certifies that the degree program they belong to is taught <u>entirely</u> in English, unless they attend a university in an English-speaking country or are a native speaker of the language (*A native speaker is defined here as someone who graduated from a high school where the medium of instruction is English).</li> </ul>	<p>Students who wish to take courses offered in <u>Japanese</u></p>	<ul style="list-style-type: none"> <li>- JLPT Level N1</li> </ul> <p>or</p> <ul style="list-style-type: none"> <li>- Have graduated from a high school where the medium of instruction is in Japanese</li> </ul>
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<p>Application Documents</p> <p>[All documents must be in English or Japanese.]</p>	<p>Must be submitted through online system</p> <ol style="list-style-type: none"> <li><a href="#">Application Form</a></li> <li><a href="#">Consent Form</a> with the applicant's signature and date</li> <li>Valid Passport Data</li> <li>Proof(s) of Language Proficiency</li> <li>ID Photo Data: <ul style="list-style-type: none"> <li>- File size: Less than 2MB</li> </ul> </li> </ol> <p>Must be submitted by exchange coordinators</p> <ol style="list-style-type: none"> <li>One <a href="#">Letter of Reference</a> by a full-time teaching faculty of the major/specialty of the student. <ul style="list-style-type: none"> <li>*The reference should provide a detailed assessment of the applicant in light of their academic performance.</li> </ul> </li> <li>Official Academic Transcript with grading scale from each college, university or any other institutions of higher learning the applicant has attended in PDF format.</li> </ol> <p>Important Notes:</p> <ol style="list-style-type: none"> <li>Nominees without required documents such as Proof of Language Proficiency</li> </ol>				

	<p>and Academic Transcript will not be accepted.</p> <p>2) Please make sure to nominate the students who are or will be registered at your University throughout the period of their academic stay at the University of Tokyo. Students who are not registered at your institution will not be accepted.</p>																								
Nomination and Application Deadline	<ul style="list-style-type: none"> <li>● Autumn Admission Nomination deadline: February 14 Application deadline: February 29</li> <li>● Spring Admission Nomination deadline: September 16 Application deadline: September 30</li> </ul> <p>Note 1: The application deadlines above are for the nominated students, to be submitted online. Partner universities may set their own deadlines for their students. Note 2: Exchange students need to be nominated by the students' home universities. Students need to complete the required procedures at their home universities and then apply through the office responsible for student exchange.</p>																								
Result of Application	The result of application will be available by early December (for Spring Admission) or early May (for Autumn Admission). Students will receive result through their exchange coordinator. Those who are successfully accepted will receive a welcome package directly from UTokyo.																								
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### Type U Others

Tuition and Fees	Pursuant to the memorandum of student exchange, exchange students are exempt from paying examination fees, admission fees and tuition fees.
<a href="#">University Housing</a>	<p>Exchange students may apply for university housing arranged by UTokyo. However, due to the limited number of facilities available, we cannot guarantee that all students who apply for university-managed housing will be allocated a place. The International Education Promotion Group at UTokyo will contact the students with further details about applying for housing once their applications to study at UTokyo have been approved.</p> <p>Exchange students can also apply for privately managed residence of Kyoristu</p>

	<p>Maintenance Co., Ltd.</p> <p>- <a href="#">RUTIL (Residence of the University of Tokyo for International Life Guide)</a></p> <p>- <a href="#">Other student residences</a> managed by Kyoritsu Maintenance Co. Ltd</p> <p>Further information about residence is available at the <a href="#">Housing Office</a>.</p>
<p>Entry to Japan / Visa (eligibility to reside in Japan)</p>	<p>Exchange students must have a valid passport during their stay in Japan. In principle, students must possess “College Student” visa during their stay. After their applications to study at UTokyo have been approved, the International Education Promotion Group at UTokyo will provide information about the process for obtaining a Certificate of Eligibility. Students will then need to take the Certificate of Eligibility and other required documents to the nearest Japanese Embassy or Consulate to obtain a College Student visa.</p> <p>In order to obtain a Certificate of Eligibility, students must be able to provide that they will have minimum of 120,000 JPY per month during their stay. For example, if they are staying for seven months, they must submit official proof that they will have 840,000 JPY.</p> <p>The coursework at the University of Tokyo is rigorous. Though legally possible for international students with a valid work permit, the University of Tokyo strongly advises its exchange students not to seek off-campus part-time work during the academic terms. We require students to register for minimum of 10 hours of classes per week during a semester (this is a Japanese legal requirement). Each class can be quite demanding in its expectations. Students who wish to gain work experience while studying in Japan should not apply to USTEP. Any students who wish to work during the break(s) must obtain work permit before they begin their employment.</p>
<p>Scholarship</p>	<p>A Japan Student Services Organization (JASSO) Scholarship for students who meet the requirements as well as scholarships from private foundations may be available. For further information, please refer to each link:</p> <p><a href="#">A Japan Student Services Organization (JASSO) Scholarship</a>: Obtaining grants from JASSO is becoming more difficult each year. There is a possibility that we may not be able to provide the scholarship.</p> <p><a href="#">*Sumitomo Corporation Scholarship</a> (for students of Peking University, Nankai University, Fudan University: application will be provided through partner universities.</p> <p><a href="#">*Sato Yo International Scholarship Foundation (SISF)</a> (students of Gadjah Mada University, University of Indonesia, Nanyang Technological University, National University of Singapore, University of the Philippines, University of Malaya, Chulalongkorn University): application will be provided through partner universities.</p> <p>*These scholarships are available only for Autumn Admission.</p> <p>The above information is subject to change.  Students can apply for both JASSO and Sumitomo Corporation Scholarship/SISF at the same time. Students with scholarships from other foundations must check beforehand if their scholarship allows receiving other scholarships.  Replies to inquiries concerning these scholarships will only be sent to those who have been accepted to study at UTokyo.</p>

Insurance	<ul style="list-style-type: none"> <li>● National Health Insurance Program USTEP students must join the National Health Insurance (NHI) Program regardless of the kind of insurance they may already have. This is a strict legal requirement in Japan. Once they arrive in Japan, they must complete the required procedures at their local city/ward office.</li> <li>● Personal Accident Insurance for Students Pursuing Education and Research "<a href="#">Gakkensai</a>" and the optional "<a href="#">Inbound futai-gakuso</a>" "Gakkensai" provides necessary support in the case of accident or injury suffered in the course of activities related to research or education. Exchange students do not need to apply for this insurance as UTokyo enrolls all its students and pays premiums. "Futai Gakuso" is an option that can be added to "Gakkensai" for a fee (JPY 8,060 for six months). It complements a scope of insurance liabilities in the student's daily life such as compensation responsibility. We particularly recommend that those who will be riding bicycles in Japan obtain "Futai Gakuso," as bicycle-related accidents are common.</li> </ul> <p>Students are strongly recommended to come with sufficient insurance coverage for the entire period of their stay. Payment of medical bills is the students' own responsibility and the university does not provide any assistance.</p>
Inbound Medical Assistance Service (IMAS)	<p>IMAS is the "Inbound Medical Assistance Service" for international students at UTokyo. (This is NOT an insurance.) All USTEP students must register for IMAS.</p> <p>IMAS offers:</p> <ul style="list-style-type: none"> <li>- Telephone consultation for medical issues, 24/7, 365 days a year.</li> <li>- Referral to an appropriate hospital.</li> <li>- Interpretation service over the phone while in the hospital or during transfer to the hospital.</li> <li>- Contacting the University if necessary.</li> <li>- Arrangement of transportation to a medical facility or for transfer to another medical facility in Japan or in one's home country.</li> <li>- Contacting and assisting family members in one's home country, etc.</li> </ul> <p>See below for further information: IMAS: <a href="#">Inbound Medical Assistance Service for International Students at UTokyo</a></p>
International Student Handbook	<p>Useful information for international students at UTokyo: <a href="#">International Student Handbook</a></p>