

Seisen University
2022 Fall Incoming Student Exchange Program
Information Sheet

As of January ,2022

General Information

Name of University	Seisen University	
Website (Japanese)	https://www.seisen-u.ac.jp/abroad/acceptance/index.php	
Website (English)	https://www.seisen-u.ac.jp/eng/academics/intl/index.php	
PR Movie (English subtitles)	https://youtu.be/XiV4QV3QHE0	
Liaison Office for the Student Exchange Program	International Center	
Contact Information	Name	Tomoko Yano (Ms.)
	E-mail	intlcenter-c@ml.seisen-u.ac.jp
Mailing Address	3-16-21 Higashi Gotanda, Shinagawa-ku, Tokyo, Japan 141-8642	
School Introduction	<p>Seisen University is a Catholic liberal arts university focusing in particular on women's education, located in the central area of Tokyo.</p> <p>We have 5 departments as follows; Japanese Language and Literature, English Language and Literature, Spanish Language and Literature, Cultural History and Global Citizenship Studies. Exchange students are enrolled in one of the departments; however they have the liberty of selecting classes across different departments, following their interdisciplinary study plan.</p> <p>Furthermore, the convenient location of Seisen, in the heart of Tokyo, will facilitate students' enjoyment that Tokyo can offer!</p>	

Academic Information

Academic Calendar for 2022	<p>Second (fall) semester: October 1, 2022 - March 31, 2023 *Classes will be held from October 1 through end January 30.</p> <p>First (spring) semester: April 1, 2023 - Late September, 2023 *Classes will be held from early April through mid July.</p>
Length of the Exchange Period	1 academic year or 1 semester
Subjects Available	https://www.seisen-u.ac.jp/department/syllabus/syllabus.php
Courses taught in English	Please see the separate file of course list.
Japanese Language Courses	<p>We provide 4 classes of Japanese as a second language for international students per semester: grammar, reading, speaking, and comprehensive Japanese. (total 8 credits per semester, free of charge)</p> <p>For more information; https://www.seisen-u.ac.jp/eng/academics/intl/classesinjapanese.html</p>
Transcript offered	A transcript will be provided to each home institution.

Application Information

Requirement	Academic requirement	Based on each institution's internal requirements. Applicants need to be selected by their home institutions and recommended to Seisen University.
	Language Proficiency	Applicants are required to have a basic level of Japanese proficiency. JLPT N2 or equivalent level would be recommended.
	Note: Seisen University is a women's university; and male students are welcome only for Graduate School.	
Required Documents for Application	<p>https://www.seisen-u.ac.jp/eng/admissions/Application.php</p> <p>Please send the materials below to our office <u>by post</u>.</p> <ol style="list-style-type: none"> 1. Exchange Student Application Form, including Study Plan and Statement of Purpose. *downloadable: https://www.seisen-u.ac.jp/eng/admissions/Application.php 2. Certificate of the Japanese Language Proficiency Test 3. Academic transcript from home institute (most recent one) 4. Letter of recommendation by a faculty member of home institution 5. Proof of financial ability, including a bank certificate and affidavit of support 6. Health certificate 7. Certificate of Immunization 8. Photocopy of the first page of your passport 9. Three(3) head-shoulder photos (3 cm x 4 cm) *Please write down your name on the back of these photos, and paste one of them on the application form. 10. Application for Certificate of Eligibility *Please fill in the form and send it back to us by Excel format. 	
Application Deadline	<p>May 10, 2022 for the 2nd(fall) semester, 2022</p> <p>October 30, 2022 for the 1st(spring) semester, 2023</p>	
Required Documents for Admission	<p>Following documents are needed, after your application is approved. Please send them to our office <u>by email</u>.</p> <ol style="list-style-type: none"> 1. Housing Application (optional) 2. Flight Information 	

Scholarship

<p>Scholarship for Exchange Students</p>	<p>【Seisen Reisen-kai Scholarship】 Upon recommendation by a partner university or college, this scholarship is offered to <u>one exchange student per partner institution each year.</u> The amount is ¥40,000 per month, and will be offered for 10 months (one year exchange), or 5 months (one semester exchange).</p> <p>Nomination Procedure: Please select one exchange student for the academic year 2022, and send a recommendation letter to our office <u>by post</u>. In your letter of recommendation, please explain why you are recommending the student. Nomination Deadline: June 5, 2022 for the 2nd (fall) semester, 2022 / January 10, 2023 for the 1st(spring) semester, 2023</p>
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Others

<p>Accommodation</p>	<p>Seisen University doesn't have official student dormitories. However, residential information is available at the International Center, which also offers assistance in searching and contracting.</p> <p>Examples of our housing options: -Meguro Womens' Student Dormitory https://www.megurojk.jp/ -Kitazono Women's Student Dormitory http://www.kitazono-j.co.jp/kitazono/ -Tokyo Gakusei Kaikan https://www.tokyo-gakusei-kaikan.co.jp/</p> <p>Period of dormitory application is informed after your exchange application is accepted.</p>	
<p>Approximate Expenses per Semester</p>	<p>Tuition fees</p>	<p>Waived</p>
	<p>Accommodation</p>	<p>Recommended dormitories Monthly rent: approx. 55,000-80,000 yen Entrance fee 110,000 -150,000yen</p>
	<p>Scholarship</p>	<p>Seisen Reisen-kai Scholarship is guaranteed for 1 exchange student(each academic year)selected by each partner institutions. Please find the previous page for more details.</p>
<p>Work-Study Program (Financial Aid)</p>	<p>Work-Study is a financial assistance program which offers an opportunity for our students to work part-time on campus. International students may also apply for it. Students are hired by International Center, Information Technology Center and Career Center.</p> <p>*Note: Student VISA holders are not allowed to do part-time jobs without work permit. Work-permit can be obtained at your entry airport or Immigration Bureau after your arrival in Japan.</p>	

Students' Support	<p>【Academic Advisor & Student Buddy】 Each student is assigned an academic advisor and buddy students from the department in which they enroll; however they have the liberty of selecting classes across different departments, following their interdisciplinary study plan.</p> <p>【SEISEN AMIGAS】 Members of SEISEN AMIGAS (volunteer student staffs of International Center) plan lots of activities for international students to experience Japanese culture and make friends with other students.</p> <p>【Wellness Center】 Wellness Center is staffed with healthcare professionals and counselors to support students for physical and mental health. The services include medical and health consultations, and first aid, counseling in mental health, career planning, human relations, and so forth.</p>
Other useful Information	<ul style="list-style-type: none"> •All facilities at Seisen campus are available to exchange students. •Seisen University is a member of "The Campus Members Program" offered by National Art Museums and National Theatres. Students are eligible for free admission to regular exhibitions, and also receive additional discounts on special exhibitions.
Insurance	<p>All international students are strongly recommended to have overseas travel insurance for health, accident and personal properties before coming to Japan.</p> <p>In addition, all students who will stay in Japan longer than 3 months are required to join the National Health Insurance in Japan. Approximately 70% of their medical expenses will be covered by the National Health Insurance.</p>
Suggested Arrival Date and Orientation Date	<p>Orientation date for the 2nd(fall) semester, 2022 : Mid September, 2022</p> <p>Orientation date for the 1st(spring) semester, 2023 : Late March, 2023</p> <p>Check-in date of dormitory: TBA</p>
Airport Pick-up Service	<p>It is available only for students who arranged their housing through Seisen University.</p>
Zoom Question Session	<p>Candidates with questions can speak directly with the staff member in charge of accepting international students via Zoom. Please don't hesitate to contact us. e-mail:intlcenter-c@ml.seisen-u.ac.jp</p>