



Information Sheet for AY2018-2019

A. General Information

University Name: Tokyo University of Foreign Studies
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 incoming students:

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

2. Contact person of outgoing students:

Same as above

3. Term structure and tentative dates of academic year 2018:

Spring quarter (First quarter): April 2, 2018 to July 13, 2018
Summer quarter (Second quarter): July 17, 2018 to September 28, 2018 (Intensive)
Fall quarter (Third quarter): October 1, 2018 to January 29, 2019
Winter quarter (Fourth quarter): January 30, 2019 to February 15, 2019 (Intensive)
* Taking subjects during summer quarter is subject to negotiation for exchange students taking only spring quarter.
* This schedule is subject to change.

B. Application

4. Deadline:

Spring Entry: November 30, 2017

Fall Entry: March 31, 2018

5. Qualifications for incoming exchange students:

Undergraduate and Graduate (Other than Doctorate)

6. Length of the exchange period:

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

7. Application Information

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



C. Scholarships

8. 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

9. 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 receive 24 credits from TUFS, students receive the completion certificate.

E. Accommodations

10. Dormitory

We try to offer all exchange students a room in one of our on-campus International Residence 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.

11. Accommodation fee(Campus Dormitory) SINGLE ROOM ONLY

International Residence Hall No.1 ¥22,000 per month (Single room)

International Residence Hall No.2 ¥21,000 per month (Single room)

International Residence Hall No.3 ¥46,000 per month (Single room) plus key money (¥30,000)

* Students who would like to live with someone need to find private apartments on their own.

12. Available period for accommodation (Campus Dormitory)

Spring entry: From April 1st to the middle of July or the end of February.

Fall entry: From the latter part of September to the end of February or the middle of July.

13. The application deadline for housing is:

Spring Entry: November 30, 2017

Fall Entry: March 31, 2018



F. Language & Visa Requirements

14. Language requirements

Sufficient language proficiency to follow lectures at TUFS is required.

Such as:

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

*Other English proficiency test is also acceptable as long as the score is equivalent to the scores above.

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. Insurance & Health Care Services

17. National Health Insurance

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

16. University insurance*

Exchange students must join in the University insurance for study abroad after coming to Japan although they have already joined in other insurance in their countries.

It covers Personal liability, Death, residual disability and Rescuer expenses.

*Comprehensive Insurance for Students Lives Coupled with PAS For International Students

18. Health Care Services Center and Student Counseling Consult Service on campus

Health Care Services Center on campus and Student Counseling Consult Service are available for exchange students.

*note: Exchange students must be in good physical and mental health.

: It is necessary for exchange students to prepare medicines they need.



H. Others

19. Work

You may work up to 28 hours a week if you receive permission from the Immigration Office before you start.

20. Tentative Living Costs

Textbooks/ Stationery	20,000yen/ quarter
Food	30,000yen/ month
University Insurance	2,030 yen for 4 months or 2,770 yen for 11 months.
National Health Insurance	1,100yen/ month
Accommodation	Dormitory on campus ¥21,000-¥46,000/ month
Utilities	10,000yen/ month

21. 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
<https://gakumu-web1.tufs.ac.jp/portal/Public/Syllabus/SearchMain.aspx>
- JASSO Study in Japan (Regarding cost of living)
<http://www.g-studyin-japan.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>
- Means to Communicate Information on Civil Protection
<http://www.kokuminhogo.go.jp/en/about/means.html#siren>