

\*[Important] The spring semester 2021 intake has been canceled due to the pandemic of COVID-19. The availability of the fall intake will be announced in a timely manner.

\*"Application Guide" is being reviewed and will be provided later.



神田外語大学

Updated: October 26, 2020

\*This fact sheet does not apply to students on the IES program.

# KANDA UNIVERSITY OF INTERNATIONAL STUDIES

International Exchange Program

Fact Sheet



## 1. KUIS Quick Overview (2020)

<b>Foundation</b>	1987
<b>Motto</b>	Languages are the foundation to link the world in peace
<b>Student Number</b>	Undergraduates: 4,160 Postgraduates: 46 International: 128
<b>Departments</b>	<p><b><u>English</u></b></p> <p><b><u>Asian Languages</u></b> <i>Chinese/Korean/Indonesian/Vietnamese/Thai</i></p> <p><b><u>Spanish and Portuguese</u></b> <i>Spanish/Brazil-Portuguese</i></p> <p><b><u>International Communication</u></b> <i>Int'l Communication/Int'l Business Career</i></p> <p><b><u>Graduate School of Language Sciences</u></b></p>
<b>International Partnership</b>	27 countries/regions 99 institutions
<b>Access</b>	<a href="https://www.kandagaigo.ac.jp/kuis/english/location/">https://www.kandagaigo.ac.jp/kuis/english/location/</a>

## 2. Contacts

<b>Program</b>	Global Engagement and Partnership Division <a href="mailto:international@kanda.kuis.ac.jp">international@kanda.kuis.ac.jp</a>
<b>Housing</b>	Student Services Division <a href="mailto:gakuseika@kanda.kuis.ac.jp">gakuseika@kanda.kuis.ac.jp</a>
<b>Mailing Address</b>	Kanda University of International Studies 1-4-1, Wakaba, Mihama-ku, Chiba-shi, Chiba, 261-0014 JAPAN TEL: +81-43-273-1615 FAX: +81-43-273-1197

### 3. Program Offered to Exchange Students

<b>Program</b>	Japanese Language and Culture Program (JLCP) *Commonly referred to as “Bekka” Program												
<b>Program Details</b>	JLCP offers courses for students seeking to develop their Japanese language skills and cultural knowledge. Students will take a placement test and will be placed to Level 1-7.												
<b>Program Website</b>	JP: <a href="https://www.kandagaigo.ac.jp/kuis/main/faculties/bekka/">https://www.kandagaigo.ac.jp/kuis/main/faculties/bekka/</a> EN: <a href="https://www.kandagaigo.ac.jp/kuis/english/students/bekka/">https://www.kandagaigo.ac.jp/kuis/english/students/bekka/</a>												
<b>Course Details and Program Guideline</b>	Find “Program Guidelines” on the website above.												
<b>Grading System and Transcript</b>	<table style="width: 100%; border: none;"> <tr> <td style="text-align: center;"><u>Pass</u></td> <td style="text-align: center;"><u>Fail</u></td> </tr> <tr> <td>A+ 100-90 Grade Point 4.0</td> <td>F 59-0 Grade Point 0.0</td> </tr> <tr> <td>A 89-80 Grade Point 3.0</td> <td></td> </tr> <tr> <td>B 79-70 Grade Point 2.0</td> <td></td> </tr> <tr> <td>C 69-60 Grade Point 1.0</td> <td></td> </tr> </table>	<u>Pass</u>	<u>Fail</u>	A+ 100-90 Grade Point 4.0	F 59-0 Grade Point 0.0	A 89-80 Grade Point 3.0		B 79-70 Grade Point 2.0		C 69-60 Grade Point 1.0			
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<b>Credit System</b>	<u>Minimum credits required</u> 14 credits/Semester <u>Calculation of credit</u> 1 credit corresponds to 1,350 minutes of compulsory course instruction. 1 credit corresponds to 675 minutes of elective course instruction.  *It is at the discretion of the home institution to determine the credit equivalency when transferring credits back to the student’s home transcript.												
<b>Class Hours (1 class hour =90 mins)</b>	<table style="width: 100%; border: none;"> <tr> <td>Period 1</td> <td>9:00 AM - 10:30 AM</td> </tr> <tr> <td>Period 2</td> <td>10:40 AM - 12:10 PM</td> </tr> <tr> <td>Lunch Break</td> <td>12:10 PM - 1:10 PM</td> </tr> <tr> <td>Period 3</td> <td>1:10 PM - 2:40 PM</td> </tr> <tr> <td>Period 4</td> <td>2:50 PM - 4:20 PM</td> </tr> <tr> <td>Period 5</td> <td>4:30 PM - 6:00 PM</td> </tr> </table>	Period 1	9:00 AM - 10:30 AM	Period 2	10:40 AM - 12:10 PM	Lunch Break	12:10 PM - 1:10 PM	Period 3	1:10 PM - 2:40 PM	Period 4	2:50 PM - 4:20 PM	Period 5	4:30 PM - 6:00 PM
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<b>Language of Instruction</b>	Japanese (except for English-taught courses)												

<b>Language Requirements</b>	<p><u>JLCP regular courses only</u> None but basic Japanese knowledge is recommended. * c.f. "Important Reminder from Former Students" below <u>Japanese-taught Undergraduate courses</u> a) Japanese Language Proficiency Test (JLPT) N1 <u>and</u> placed in Level 6 b) Placed in Level 7 <u>English-taught Undergraduate courses (CPJS)</u> None but at least the following level of proficiency is recommended. a) TOEIC L&amp;R 600 b)TOEFL iBT 54 c) TOEFL PBT 480 d) IELTS 4.5</p>
<b>GPA Requirements</b>	<p>None but sending university's nomination is required.</p>
<b>JLCP Regular Courses</b>	<p>JLCP regular courses consist of compulsory courses and elective courses. <u>Compulsory Courses Example:</u> - Interaction with Japanese                      - Intensive Writing - Intensive Grammar &amp; Reading                - Vocabulary and Kanji <u>Elective Courses Example:</u> - Oral Expression                                      - Pronunciation - Introduction to Japanese Business Culture - Japanese Sociolinguistics</p>
<b>Japanese-taught Undergraduate Courses</b>	<p>Students who fulfill the language requirements can take Japanese-taught undergraduate courses when there are no JLCP classes on their timetable. Note that these should be considered complementary elective courses and JLCP regular courses are prioritized. Other requirements may apply depending on the course. <u>Japanese-taught Courses Example:</u> - International Relations                      - Corporate Finance - Nonverbal Communication                - Methods in Korean Interpretation</p>
<b>English-taught Undergraduate Courses (CPJS)</b>	<p>The Certificate Program in Japan Studies (CPJS) courses are English-taught courses open for exchange students to learn about Japan with Japanese students. Exchange students can take the courses when there are no JLCP classes on their timetable. Note that these should be considered complementary elective courses and JLCP regular courses are prioritized. Other requirements may apply depending on the course. <u>English-taught Courses Example:</u> - Tourism and Local Cultures of Japan - Japanese Politics                                      - Media and Japanese Society</p>

\*The contents or availability of courses are subject to change.

## 4. Application

<p><b>Criteria</b></p>	<ul style="list-style-type: none"> <li>- Applicants must be students from partner institutions.</li> <li>- Applicants must be nominated by their home institution.</li> <li>- Applicants must have completed at least 12 years of formal schooling. If not, applicants must be 18 years old or older at the start of the program and have passed an examination which proves that applicants have attained the same or higher academic level as 12 years of formal schooling.</li> <li>- Applicants must not graduate from their home institution while they are enrolled in the program.</li> </ul> <p>*Other details can be found in the "Application Guide".</p>																				
<p><b>Procedures and Required Documents</b></p>	<p>[Submit online]</p> <ol style="list-style-type: none"> <li>1. Application for Certificate of Eligibility</li> <li>2. Scanned copy of JLPT result (if applicable)</li> <li>3. Scanned copy of passport bio-data page</li> <li>4. Face picture data</li> </ol> <p>[Submit by post]</p> <ol style="list-style-type: none"> <li>1. Letter of financial support (format will be provided)</li> <li>2. Proof of financial resources</li> <li>3. Comments about the applicant (format will be provided)</li> <li>4. Original academic transcript</li> <li>5. Five ID photos</li> </ol> <p>For details, please refer to the "Application Guide" on:            JP: <a href="https://www.kandagaigo.ac.jp/kuis/main/department/bekka/">https://www.kandagaigo.ac.jp/kuis/main/department/bekka/</a>            EN: <a href="https://www.kandagaigo.ac.jp/kuis/english/students/bekka/">https://www.kandagaigo.ac.jp/kuis/english/students/bekka/</a></p>																				
<p><b>Period of Exchange</b></p>	<p>One semester or two semesters (one academic year)</p> <p>*Changing the period (1 semester to 2, or 2 semesters to 1) cannot be accepted without legitimate reasons.</p>																				
<p><b>Schedule</b></p>	<table border="0" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 40%;"></th> <th style="width: 20%; text-align: center;"><b>Fall 2021</b></th> <th style="width: 20%; text-align: center;"><b>Spring 2022</b></th> </tr> </thead> <tbody> <tr> <td><b>Nomination Period</b></td> <td style="text-align: center;">February 2021</td> <td style="text-align: center;">September 2021</td> </tr> <tr> <td><b>Application Period</b></td> <td style="text-align: center;">March 2021</td> <td style="text-align: center;">October 2021</td> </tr> <tr> <td><b>Designated Arrival Date</b></td> <td style="text-align: center;">Late August (TBA)</td> <td style="text-align: center;">Late March (TBA)</td> </tr> <tr> <td><b>Orientation Period</b></td> <td style="text-align: center;">Late August (TBA)</td> <td style="text-align: center;">Late March (TBA)</td> </tr> <tr> <td><b>Courses</b></td> <td style="text-align: center;">Sep to Jan (TBA)</td> <td style="text-align: center;">Apr to Jul (TBA)</td> </tr> </tbody> </table> <p>*Subject to change            *The undergraduate course schedule may be different</p>				<b>Fall 2021</b>	<b>Spring 2022</b>	<b>Nomination Period</b>	February 2021	September 2021	<b>Application Period</b>	March 2021	October 2021	<b>Designated Arrival Date</b>	Late August (TBA)	Late March (TBA)	<b>Orientation Period</b>	Late August (TBA)	Late March (TBA)	<b>Courses</b>	Sep to Jan (TBA)	Apr to Jul (TBA)
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## 5. Fees and Expenses

<b>Admission Fee</b>	JPY 60,000	Not applicable to students on bilateral agreement
<b>Tuition</b>	JPY 400,000 / semester	
<b>Rent</b>	Approx. JPY 40,000 – 55,000 / month	+initial payment
<b>Meals and Utility Charges</b>	Approx. JPY 50,000 / month	Dormitories and apartments are self-catering
<b>Textbooks</b>	Approx. JPY 7,000 - 20,000 / semester	
<b>Insurance (mandatory)</b>	Approx. JPY 12,000 / semester	National Health Insurance and Inbound Insurance

\*Note that other private expenses, including the air ticket, insurance from home country, food etc. will occur.

## 6. Student Support

<b>Scholarship</b>	All exchange students from our partner universities are eligible to receive a monthly scholarship. Students need to meet the requirements to receive it.
<b>Housing</b>	Exchange students can stay in an off-campus dormitory or apartment of an affiliated company. Details will be provided for accepted students by Student Services Division.
<b>Airport Pickup</b>	Student volunteer group will take exchange students to their accommodation. Exchange students need to pay for the public transportation.
<b>Peer Tutoring</b>	Exchange students can join a peer tutoring system offered by local students called Kaede Mate, who are interested in multicultural interaction.
<b>Campus Facilities</b>	Exchange students are can use campus facilities as the same as local students. e.g. Gym, Medical Center, Library, Self-Access Learning Center, Multi-Lingual Communication Center
<b>Extra-Curricular Activities</b>	Exchange students have opportunities of volunteering, club activities (sports, plays, music and dance etc), school festivals and cultural events. List of club activities: <a href="https://www.kandagaigo.ac.jp/kuis/english/campuslife/circle/">https://www.kandagaigo.ac.jp/kuis/english/campuslife/circle/</a>
<b>Cafeteria</b>	KUIS's cafeterias offer a wide range of meals from Japanese to western meals and meals from Southeast Asia. A Halal plate* is also available. One meal is about 400 yen. *Accredited by Nippon Asia Halal Association

## 7. Housing

Exchange students can stay in an off-campus dormitory or an apartment of the affiliated company. Students can choose their preference but their choice is not guaranteed. Details will be provided for accepted students by Student Services Division. Room sharing is not allowed. This information is subject to change at any time.

<b>Dormitory 1 (Women only)</b>	<table> <tr> <td><b>Rent</b></td> <td>JPY 55,000 / month Incl: Electricity, Gas, Water</td> </tr> <tr> <td><b>Misc. fees</b></td> <td>Approx. JPY 70,000 *Key, Bedding leasing etc.</td> </tr> <tr> <td><b>Room</b></td> <td>Single room only</td> </tr> <tr> <td><b>In-room facility</b></td> <td>Desk, Chair, Wardrobe, Air-conditioner, TV, Bed, Fridge</td> </tr> <tr> <td><b>Shared facility</b></td> <td>Bathroom, Shower, Laundry, Kitchen</td> </tr> <tr> <td><b>Internet</b></td> <td>Extra fee</td> </tr> <tr> <td><b>To campus</b></td> <td>10 minutes by bike or 20 minutes on foot</td> </tr> </table>	<b>Rent</b>	JPY 55,000 / month Incl: Electricity, Gas, Water	<b>Misc. fees</b>	Approx. JPY 70,000 *Key, Bedding leasing etc.	<b>Room</b>	Single room only	<b>In-room facility</b>	Desk, Chair, Wardrobe, Air-conditioner, TV, Bed, Fridge	<b>Shared facility</b>	Bathroom, Shower, Laundry, Kitchen	<b>Internet</b>	Extra fee	<b>To campus</b>	10 minutes by bike or 20 minutes on foot
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## 8. Other Information

<b>Visa</b>	All exchange students must obtain Student Visa before entering Japan. Details can be found in the "Application Guide".
<b>Important Reminder from Former Students</b>	"It is important for all to recognize that Japanese language can be fairly different from other languages. When it comes to the character set, for instance, it will take about two to three weeks to be able to read and write all basic Japanese 100 characters (50 in both Hiragana and Katakana). In fact, most beginner-level students in the past not only felt that it takes a fair amount of time and effort but also recommended to notify all beginner level students to at least master those 100 characters before their arrival for their successful study abroad experience in Japan. Therefore, it is essential for all participants to MASTER (be able to read and write) all Hiragana and Katakana characters before the courses begin."