

MEIJI University, School of Agriculture (SA) Student Exchange Program Application Guidelines

1. Application Qualifications

Applicants must meet the following requirements:

- Be enrolled full-time at one of the SA's partner universities and fulfill the requirements specified in the Agreement/Memorandum.
- Have been recommended by their home university.
- Have been admitted by the Faculty (SA) Council.

2. Features of the SA Exchange Student Program

(1) Classes for agricultural studies

All lectures for agricultural studies will be generally conducted in Japanese. For this reason, those applying for the SA exchange student program are generally required to have a certain level of Japanese-language proficiency. Therefore, before participating in this program, we will conduct an online meeting to evaluate Japanese-language skills.

(2) Japanese-language classes (For beginners and students with skills equivalent to level N5-N2 of JLPT.)

Japanese-language class level is decided according to the placement test held at Meiji University and is not ascertained before arrival. Japanese-language class varies according to Japanese language proficiency.

Syllabus : https://www.meiji.ac.jp/cip/student_support/japanese/6t5h7p00000tklct-att/6t5h7p00000tklha.pdf

*All Japanese classes are offered only at the Surugadai Campus.

(3) Laboratories

Supervisors provide instruction directly to students in the laboratories. Laboratories are comprised of 10-20 students and students actively discuss their research with supervisors. Students participating in these laboratories are able to interact with other students.

Not all students can participate in laboratories. Participation depends on Japanese-language proficiency and the number of places available. Japanese (It is necessary to have at least level N3) and English skills will be required for research activities (such as reading journal articles, presentations, and discussions in English.), if you wish to conduct an intensive study in a research laboratory under the supervisor (e.g. professor of the laboratory) during the program. Some laboratories require other language skills for their research activities, such as Chinese. So you may not be able to enter these laboratories if you do not have the required language skills.

*Before or even during the program, the acceptance of the research activity at a laboratory may be withdrew due to the evaluation by the supervisor.

3. Curriculum, List of faculty members, Syllabus

School of Agriculture		location	Ikuta Campus
URL	https://www.meiji.ac.jp/agri/index.html		
Curriculum	https://www.meiji.ac.jp/agri/outline/curriculum.html		
List of Supervisor	https://www.meiji.ac.jp/cip/english/undergraduate/agriculture/faculty.html		
Syllabus	https://www.meiji.ac.jp/agri/student/6t5h7p00000gpn31.html		

4. Application Documents

How to Submit			Documents to be submitted	Deadlines
Send the materials by courier to the School of Agriculture Office of Meiji University [Address] 1-1-1 Higashi-Mita, Tama-ku, Kawasaki-shi, Kanagawa, 214-8571, School of Agriculture Office, Meiji University	(1)	1	Application Form (with one passport sized color photo attached)	
		2	Statement of Financial Resources	
		3	Certificate of Health	
	(2)	9	Academic transcript Submit the most recent version of your transcript, including grades from the most recent academic year (or semester) prior to application.	April 2020 admission <u>Sep 20,2019</u>
		10	Letter of recommendation (Signed by the academic advisor)	
		11	Two (2) ID photos (3 cm × 4 cm)	
Send to ma16009@mics.meiji.ac.jp as an Excel / PDF	(1)	4	Application for Certificate of Eligibility as an Excel document	September 2020 admission <u>Jan 10,2020</u>
		5	Study Plan (At least 1, 000 words in English) (PDF)	
		6	Questionnaires A – C (PDF)	
		7	Nomination Sheet (PDF) (Must be sent from university exchange advisor's e-mail)	
	(2)	8	Housing Request (PDF)	
		12	Copy of TOEFL L&R, TOEFL, or IELTS Score Report (PDF)	
		13	Copy of valid passport identification page (PDF)	
		14	Copy of financial supporting documents (PDF)	

5. Application Period

Application documents	Spring Semester	Fall Semester
All documents (by courier and by e-mail)	by September 20 , 2019	by January 10 , 2020

*Original documents (only (1) 1-3 and (2) 9-11) must be submitted **by courier**.

(1) Enclosed Forms

1. Application Form (with one passport sized color photo attached)
2. Statement of Financial Resources
3. Certificate of Health
4. Application for Certificate of Eligibility
5. Study Plan (Explain in English about your study/research plan at SA)
6. Questionnaires A – C
7. Nomination Sheet
8. Housing Request (Please read “Housing for Exchange Students” before answering.)

(2) Other Application Materials

9. Academic transcript

Submit the most recent version of your transcript, including grades from the most recent academic year (or semester) prior to application.

10. Letter of recommendation
11. Two (2) ID photos (3 cm × 4 cm)
12. Copy of TOEFL L&R, TOEFL, or IELTS Score Report (for non-native English speaker)
13. Copy of valid passport identification page
14. Copy of financial supporting documents

Notes;

- All the application documents should be prepared in either English or Japanese.
- Information on each form should be typed, or handwritten in block capital letters using a black ballpoint pen. Do not use a pencil.
- Your name should be written as it appears in your passport.
- In the following cases, applications will NOT be accepted;
 - Applicants do not meet the qualifications.
 - Application documents are incomplete or received after the deadline.
- Application documents will not be returned to the applicants.

6. Acceptance Decision

Once an applicant has been accepted, a notification will be sent from SA by e-mail.

7. Academic Calendar2020 【<https://www.meiji.ac.jp/cip/english/about/academiccalendar.html>】

Event	Spring Semester	Fall Semester
Semester begins	April 1, 2020	September 19, 2020
Examinations	July 15 – July 22, 2020	January 24 – February 3, 2021
Summer Break	August 1 – September 19, 2020	February 4 – March 31, 2021

8. Campus Information

Meiji University website	https://www.meiji.ac.jp/index.html	
University locations	Surugadai Campus: 1-1 Kanda-Surugadai, Chiyoda-ku, Tokyo	
	Izumi Campus: 1-9-1 Eifuku, Suginami-ku, Tokyo	
	Ikuta Campus: 1-1-1 Higashi-Mita, Tama-ku, Kawasaki-shi, Kanagawa	
	Nakano Campus: 4-21-1 Nakano, Nakano-ku, Tokyo	
Campus information	Surugadai	https://www.meiji.ac.jp/koho/campus_guide/suruga/campus.html
	Izumi	https://www.meiji.ac.jp/koho/campus_guide/izumi/campus.html
	Ikuta	https://www.meiji.ac.jp/koho/campus_guide/ikuta/campus.html
	Nakano	https://www.meiji.ac.jp/koho/campus_guide/nakano/campus.html

9. Average Living Expenses

(1) Monthly Living Expenses in Tokyo

Tokyo (and Kanagawa) is known around the world as being one of the most expensive places to live. The average monthly expenses of an exchange student are listed below. Do your own research, and be sure you have the funds necessary to cover your expenses

Rent (Ex: Izumi International House)	¥75,000 or more
Transportation	About ¥10,000-¥20,000
Meals	About ¥30,000 or more
Utilities (electricity, gas, water)	About ¥10,000
Phone	About ¥6,000
Total	About ¥131,000 or more

(2) Other Costs during stay in Japan

You should be prepared to pay the following costs during stay in Japan:

Student health insurance Mandatory for all exchange students	¥3,000 (one-time payment upon arrival)
National Health Insurance Mandatory for all exchange students	About ¥15,000/year
Books (textbooks)	About ¥5,000

10. Contact

Saki Kato (Ms.)

Administration office, School of Agriculture
Meiji University

Email: ma16009@mics.meiji.ac.jp

TEL: +81-44-934-7570 FAX: +81-44-934-7902

Postal Mailing Address

ADD : 1-1-1 Higashi-Mita, Tama-ku,
Kawasaki-shi, Kanagawa

POSTAL CODE : 214-8571

ATTEN : School of Agriculture Office