Information for Prospective Exchange Students

2017 Fall Semester

Version: 2017 Fall - 2017.01.20

Issued by:
College of International Liberal Arts (iCLA) Study Abroad Section

Exchange Student [Inbound] Web Page:
https://www.icla.jp/en/exchange_students/

Contact:
study.abroad.icla@ygu.ac.jp [inbound] (to iCLA)

icla.outbound@ygu.ac.jp [outbound] (from iCLA)
Why iCLA?

- All English curriculum*
- World-class global faculty and academic rigor
- Outstanding Japanese Studies Program
- Beautiful nature, yet easy affordable access to Tokyo
- Guaranteed private dormitory room
- Brand new, state-of-art campus

* Except for Japanese language courses and a few Japan Studies workshops

Important Dates [Fall 2017 Admission]

**Application Period**
January 15 to **April 15**, 2017

* Nomination ideally at least 2 weeks before the application deadline.

**Screening Period**
April 17 to April 27, 2017

**Results Announcement**
April 28, 2017

**Submission of CoE Application by** (required for visa)
**May 31**, 2017

* Note: Dates in **RED** are deadlines
Minimum Requirements for Eligibility

1. Completed at least one academic year at home institution
2. Cumulative GPA of at least 2.5 on a 4.0 scale or equivalent (some exceptions)
3. TOEFL score: 213 (CBT), 550 (PBT), 80 (iBT) or equivalent
4. Two letters of recommendation letters (signed) from home institution

* Japanese language skills not required at admission

** Please note that requirements above are only for your eligibility to apply. It does not guarantee your admission to the program automatically.

How to Apply

Submit a complete application to your home institution during the Application Period.

* All the required documents MUST be received by iCLA before the deadline mentioned above.

* Make sure you submit all the required documents in advance as preparing your application will take time.

Your Application must include:

1. Passport Copy (Photo Page)
2. Form 1: Application for Study Abroad at iCLA
3. Form 2: Faculty Recommendation Letters (must be signed and 2 are required)
4. Form 3: Statement of Purpose
5. Form 4: Study Plan at iCLA
6. Certificate of English Proficiency (official TOEFL certificate or equivalent)
   If you are a non-native English speaker
7. All Post-Secondary Academic Transcript(s)

Please password-protect your documents:

Your Password: fAll2017
Getting a Student Visa

1. After receiving a result from iCLA, prepare the following documents (receive forms from iCLA):
   - Application for the Certificate of Eligibility
   - A digital ID photo (3 x 4 cm) at least 400 dpi (Color) saved as JPEG
   - Financial Status Document(s) (Main supporter’s pay slip (if applicable) & Current Bank Statement OR Official Letter confirming the student loan(s)/scholarship(s))
     
     **Note:** The min. of 100,000 JPY/month (x the no. months you plan to stay) will be required.
   - Certificate of Health (or Doctor’s note stating you are fit for study abroad)
   - Agreement & Confirmation Letter to Participate to the iCLA Study Abroad program

2. Upon receiving your documents, YGU will apply for a Certificate of Eligibility (CoE) at Immigration Office on your behalf.

3. Once your CoE is issued, we will send it to your home institution together with the official letter of acceptance.

4. Go to the nearest Japanese embassy/consulate to apply for a student visa. Check the embassy website for required documents and application fee.

5. After the visa has been processed, obtain the visa stamped in your passport from the embassy/consulate.

Please password-protect your documents:
Your Password: fAll2017

Cost (approximate)

<table>
<thead>
<tr>
<th>Monthly Services</th>
<th>Monthly Fee</th>
<th>1 semester [Spring or Fall Only]</th>
<th>2 semesters [Spring &amp; Fall]</th>
</tr>
</thead>
<tbody>
<tr>
<td>Private dormitory room</td>
<td>JPY 35,000</td>
<td>4 months</td>
<td>9 – 12 months</td>
</tr>
<tr>
<td>Utilities &amp; Maintenance</td>
<td>JPY 12,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Meal Plan (3 meals/day; Mon-Fri)</td>
<td>JPY 40,000*</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

* Summer/Winter session takes in Aug. & Jan. respectively

<table>
<thead>
<tr>
<th>One-time Services</th>
<th>One-time Fee</th>
<th>Total Cost:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dormitory cleaning fee</td>
<td>JPY 16,200</td>
<td>JPY 357,200 (Spring)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>JPY 353,200 (Fall)</td>
</tr>
</tbody>
</table>

Total Costs are estimate only. Actual costs may vary depending on your meal plans or the actual Move-out date.

Note:
1. In principle, all students must enroll in meal plans. Please contact iCLA administrative office for special diets or any other dietary concerns. [icla.dorm@ygu.ac.jp]
2. Meals are provided from Monday to Friday only.
3. Cooking facilities are not available on campus. Cooking in the dormitories is prohibited.
4. Fees must be paid upfront at the start of each semester for duration of each semester.
5. In principle, you may not stay in the dormitory before or after your studies at iCLA. However, you may stay in the dorm during holiday periods between semesters.
6. Actual board fees may differ depending on the month.
7. Cost calculation does not include other spending money or transportation fees.
Financial Aid
Currently no financial aids available for short-term international students at iCLA. We will update you when a new opportunity becomes available for short-term international students.

Frequently Asked Questions

Q: Do I need to obtain a student visa in Japan?
A: Yes, all international students are required to obtain a proper student visa BEFORE entering Japan. (Switching a visa status from tourist to student is not accepted under the current immigration law in Japan in principle).

Q: How long does it take to obtain my student visa?
A: In Japan, you must go through 2 steps in order to apply for any kinds of visas.

1) Apply for CoE (certificate of eligibility) by proxy application through iCLA in Japan.
   This process can take up to 2-3 months depending on the timing of the application. Please respect the deadline.
2) Apply for Visa (with original CoE issued for you) at the nearest Japanese Embassy or Consulate General outside of Japan.
   Your original CoE will be sent to your home institution (international office) unless requested otherwise (EMS fee applies). Once you submit your visa application, the normal processing time is between 2 – 4 weeks.

A: Issuing a CoE will take approximately 1-2 months. This can be done only through us (iCLA) as a hosting institution. In order to get your CoE processed as quickly as possible, make sure to submit all the required documents in a timely manner. After receiving a CoE, the original CoE will be sent to your home institution. You can apply for a student visa with your CoE (effective for 3 months) at the nearest Japanese Embassy or Consulate General. It will usually take up to 2 weeks.

Q: Will I need to open a Japanese Bank Account?
A: You are not required to open a Japanese bank account since the ATMs on campus can accommodate bank transfers by cash deposits. Japan Post Bank has an ATM on campus with foreign car functionality.

Please check out our Website for more information:
https://www.icla.jp/en/exchange_students/

Inquiry about visa ✉:
study.abroad.icla@ygu.ac.jp

Inquiry about dorm ✉:
icla.dorm@ygu.ac.jp
iCLA Fast Facts

**General description:** Four-year, residential international liberal arts college

**Location:** Kofu, Yamanashi at the foot of Mt. Fuji surrounded by mountains at the center of Japan’s wine industry (less than 2 hours from Tokyo by train)

**Parent Institution:** Yamanashi Gakuin University (YGU), a family-owned institution established in 1946, offering the entire vertical of education from kindergarten to graduate school (about 6,500 YGU students)

**Accreditation:** Japanese Ministry of Education

**Academic year:** Two semesters: Spring (early April-late July), Fall (early September-late December)

**Degree-seeking students:** 80 per year: 50 Japanese, 30 internationals.

**Exchange students:** Roughly 40 international exchange students on campus at any given time representing about 12 different countries.

**Full-time faculty:** 23 full-time and approximately 20 adjunct faculty. 80% of full-time faculty are non-Japanese. Members of the faculty hold graduate degrees from ANU, Berkeley, Berklee, Cambridge, Chicago, Harvard, Indiana, Minnesota, Princeton, Sheffield, and Stanford.

**Features:** Rigorous, interdisciplinary, student-centered, active, autonomous learning in a global, residential campus atmosphere.

**Language of instruction:** All courses taught in English (>100 courses)

**Liberal arts curriculum:** 3-credit courses in Art, Music, and Theater to Calculus, Physics, and Natural Sciences. 1-credit experiential "workshops" in Japan Studies (Zen, Koto, Shakuhachi, Noh Theater, and Martial Arts) and Acting, Directing, Dance, and Music and Creativity.

**Japanese language instruction:** from Beginning to Advanced

**Campus facilities:** Brand new dormitories, classrooms, and offices designed by [Toyo Ito](https://en.wikipedia.org/wiki/Toyo_Ito) (one of the world's most celebrated architects - 2013 Pritzker Award winner)

**Residential:** All students live on campus in internationally integrated dorms

**World-class athletics:** YGU has produced 52 Olympic athletes in 40 years in wrestling, martial arts, swimming, ice speed skating, field hockey, and other areas. Faculty includes 2002 Karate world champion, 5-time national Judo champion, Olympian track and field coach.

Information: As of January 2017
Private Dormitory Room & 24Hrs Laundry Room

Students live in a unit with maximum of 8 other Japanese and/or international students. Every student gets a single room. Students in a unit share a bathroom and a living room with their unit-mates. Breakfast, lunch and dinner are served in the Dining Hall.

2F: iCLA Laundry Room (24 Hrs Access)

Available on the 2F in each dormitory building
Fees are all included in your utility fees
Easy Access to Tokyo
An hour and a half from Shinjuku stn. to Kofu stn. (by Express Train)

&

Beautiful Yamanashi