Application Guidelines of Study Abroad Program for 2023 Fall Enrollment (Exchange)

◆Inquiry for the Study Abroad Program

Department in charge	International Affairs Office	Email	mlies@toyo.jp
Tel	+81-3-3945-7685	Fax	+81-3-3942-2489
Address	5-28-20 Hakusan, Bunkyo-ku, Tokyo 112-8606		
Website	https://www.toyo.ac.jp/en/international-exchange/prospective/Study-Abroad-		
	Program-at-Toyo/		

◆Information on the Study Abroad Program

For the following information, please refer to the Toyo Study Abroad Program Fact Sheet for 2023 (Fall Enrollment):

- 1. Classes; 2. Credit recognition/academic records; 3. Campuses; 4. Housing; 5. Living in Japan;
- 6. Living expenses; 7. Visa procedures; 8. Day of arrival in Japan/orientation

◆Eligibility requirements

Students who are enrolled in our partner universities, ISEP Exchange or UMAP Program A universities and were nominated by the home institution.

- ►Students whose G.P.A. is 2.5/4.0 or higher [Partner U/UMAP], 3.0/4.0 or higher [ISEP].
- Students who have a Japanese Language Proficiency Test (JLPT) score of N3 or higher or the equivalent of CEFR B2 or higher in English or who come from a university where the language of instruction is Japanese or English.

*We can accept the following English scores.

Cambridge Examination	160 or higher	
Eiken	Pre-1 or 1	
GTEC Advanced	1190 or higher	
GTEC CBT	1190 or higher	
IELTS	5.5 or higher	
TEAP	309 or higher	
TEAP CBT	600 or higher	
TOEFL iBT	72 or higher	
TOEIC L&R+TOEIC S&W	1530 or higher	
	*Please calculate as follows.	
	Formula: TOEIC L&R score+(TOEIC S&W score*2.5)	
	e.g. TOEIC L&R 800, TOEIC S&W 300	
	→800+(300*2.5)=1550	

^{*}Students who don't have a Japanese or English language proficiency test score are required to submit an "English-Language Ability Certificate". Students can access the certificate on our website and Toyo Net-ACE.

^{*}If your home university offers courses mostly in English, you don't need to submit proof of your English language ability.

◆Study period

Changing the length of your period of study after submitting your application documents (from a semester to a year, or a year to a semester) is not allowed. Please decide your desired length of study before submitting your application.

♦Important note

If self-isolation for a period of time after entering Japan is required due to the continued spread of the novel coronavirus, you will need to bear the cost of the accommodations during your selfisolation.

If you have special learning needs, please inform the International Affairs Office when you apply. We will determine what kind of support we will be able to provide.

* Online educational materials recommended for beginning students of the Japanese language JF Japanese e-learning Hiragana

https://minato-jf.jp/CourseDetail/Index/KC19_HRGS_A100_EN01:

JF Japanese e-learning Katakana

https://minato-jf.jp/CourseDetail/Index/KC17_KTKS_A100_EN01

◆Application Timetable/Method

Please refer to ◆Application documents.

Step 1	Nomination: February 1, 2023- – March 1, 2023	
Nomination/Online application period	Online application: February 1, 2023 -March 5, 2023	

Step 1: (University) Please nominate the applicants using the following link.

URL: Please see the email.

Step 1: (Applicant) Please complete the online application on the website shown below.

URL: Please see the email.

An automatic confirmation email will be sent to you as soon as we have received your application.

If you do not receive the confirmation email, please contact: mlies@toyo.jp.



Step 2 Submission of application documents

March 11, 2023 – March 24, 2023

Step 2: The guidelines for submitting documents through our web system, Toyo Net-ACE, will be sent to exchange program coordinators (students from partner universities and UMAP) or students (students from ISEP) after the deadline of the online application (around March 10). Please note that the online application is just a part of the application process and students need to submit other application documents through our web system. If you do not submit the application documents by the deadline, we will take that to mean that you have declined the placement and withdrawn your application.



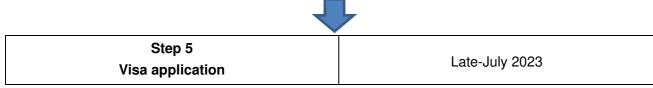
Step 3 Notification of result of screening Early April 2023

Step 3: We will let you know the result of the screening. If you have missing documents/errors, you will need re-submit document(s). The deadline for it will be announced after the screening.

.

Step 4	
Notification of admission acceptance	Late July 2023

Step 4: Admission acceptance (PDF) will be sent to you via Toyo-Net ACE.



Step 5: A welcome package including your visa application documents will be sent to you.



Step 6
Submission of necessary documents

Step 6: Please submit the necessary documents designated when you receive your welcome package.



Step 7: Arrival in Japan (Dormitory check-in date)

Please be sure to move in during the designated date and time that we inform you of in your welcome package. If you will reside elsewhere, please enter Japan by the designated date.

◆Application documents

No.	Document for Submission	Format	Where to Submit It	Deadline
0	Online Application	Online		March 5
1	Check List			
2	Application for Admission for Exchange			
	Students	PDF		March 24
3	Academic Reference			
4	Personal Statements			

5	Copy of Passport		Town A A OF	
6	Official Academic Transcript and the Explanation of the Evaluation		ToyoNet-ACE	
7	One of the following documents* Copy of JLPT Certificate English Proficiency Score(CEFR B2 or higher) English/Japanese-Language Ability Certificate Copy of J-CAT score page			
8	ID Photo Data	JPEG		March 24
9	Application for Certificate of Eligibility			
10	Financial Supporting Documents			
11	Copy of Passport		TBA after the submission of the above application documents	ТВА
12	ID Photo Data		*TUGS (Toyo University Global Service will contact you.)	
13	Certificate of Health (Please get a medical check-up after April 1)	PDF	ToyoNet-ACE	June 10

^{*}If your home university offers courses mostly in English, you don't need to submit proof of your English language ability.

Forms can be downloaded from our website.

International Affairs Office Toyo University

^{*} All documents must be filled out in Japanese or English. If the original documents are written in other languages please attach an official translation.