

## Information Sheet about Tokyo Tech

Contact Information	
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Office dealing with study abroad/ exchange matters	International Student Exchange Division
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Postal Address	International Student Exchange Division Tokyo Institute of Technology 2-12-1-S6-7 Ookayama, Meguro-ku, Tokyo, 152-8550, Japan
Website of University	<a href="http://www.titech.ac.jp/english/">http://www.titech.ac.jp/english/</a>

Requirements for Exchange Students	
Academic Level	<p>&lt;YSEP&gt; (at the time they join YSEP) YSEP Focused on Research (4 quarters: a one-year program) To have completed at least three years of undergraduate study but not yet completed a master's course at partner university YSEP for Experiencing Japan (2 quarters: a half-year program) To have completed at least two and a half years of undergraduate study but not yet completed a master's course at partner university</p> <p>&lt;ACAP&gt; Both undergraduate (second year or above) and graduate-level students</p> <p>*Both YSEP and ACAP students must have student status at their home universities during the period of participation. *If an undergraduate student has the academic ability equivalent to the final year of a bachelor's degree, he/she may take graduate courses offered in English. Some courses may have prerequisites which must be met before permission to enroll in the course is granted.</p>
GPA Requirement & Other Academic Qualification	Not required
Language Proficiency Requirement	<p>&lt;YSEP&gt; Proficiency in English or Japanese is required. Official test result of TOEFL (iBT,PBT), TOEIC, IELTS (PDF). Or other official test result which will certify the applicants' English proficiency and the conversion tables between the score of the test and TOEFL, TOEIC, IELTS.</p> <p>&lt;ACAP&gt; Proficiency in English or Japanese is strongly recommended.</p>
Other Requirement(s) / Remark(s)	<p>&lt;YSEP&gt; This program is limited to about 40-50 students per year. Please note that we select students if we receive more applications than our enrollment limit. *For details, please refer to the following website: <a href="http://www.ryu.titech.ac.jp/~ysep/info.html">http://www.ryu.titech.ac.jp/~ysep/info.html</a></p>

Application Deadline

<YSEP>

YSEP Focused on Research (September-August Term): the end of February  
YSEP for Experiencing Japan:

- For September-February Term: the end of February
- For March-August Term: August 15th of the previous year

<ACAP>

For students applying for a JASSO Scholarship (The period of study must start in either April or September and last from 2 quarters (a semester) to 4 quarters (a year)):

- For Admission in April: December 10th
- For Admission in September: the end of February

For students NOT applying for a JASSO Scholarship (The period of study can start in any month and may last from 3 months to 1 year):

The 10th of the month which is more than three months prior to the desired start date (e.g. For admission on September 1st, the deadline is May 10th)

Required Application Materials

1. Tokyo Institute of Technology YSEP Application Form (Use YSEP Online application system)
2. Recommendation Letter from the Applicant's academic supervisor(\*) at Home University (PDF)
  - \* Associate Professor or equivalent and above.
  - \* Unfortunately, we cannot regard language teachers as academic supervisors.
3. Official Transcript of the Applicant's Academic Record in English (PDF)
  - \* Please include the guidelines of the grading system in English.
  - \* Please submit transcripts from at least the last 2 years.

4. Official Test Result of TOEFL (iBT,PBT), TOEIC, IELTS. (PDF) Or other official test which will certify the applicants' English proficiency and the conversion tables between the score of the test and TOEFL, TOEIC, IELTS. (PDF) (\*Native speakers of English are exempt from this submission requirement.)

<YSEP>

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Website for Application Information <YSEP>  
<http://www.ryu.titech.ac.jp/~ysep/apply.html>  
 <ACAP>  
[http://www.titech.ac.jp/english/graduate\\_school/international/exchange/acap.html](http://www.titech.ac.jp/english/graduate_school/international/exchange/acap.html)

1st Quarter: Course Period	from early April to the end of May
1st Quarter: Examination Period	from the end of May to early June
2nd Quarter: Course Period	from mid-June to the end of July
2nd Quarter: Examination Period	from the end of July to early August
3rd Quarter: Course Period	from late September to mid-November
3rd Quarter: Examination Period	from mid-November to late November
4th Quarter: Course Period	from early December to the end of January
4th Quarter: Examination Period	from the end of January to early February

General Information about Tokyo Tech

Tokyo Tech is a leading Japanese university in science and technology with an outstanding history since 1881. There are around 10,000 students (around 4,800 undergraduates, 5,100 postgraduates and 100 research students), 1,150 faculty members and 570 administrative staff members. From April 2016, the institute consists of 6 Schools and 19 Departments, several research laboratories, research centers and service centers. There are 3 campuses: Ookayama, Suzukakedai and Tamachi. About 10 percent of all students are international students.

<About Tokyo Tech>  
<http://www.titech.ac.jp/english/about/overview/index.html>  
 <Schools, Graduate Schools and Research Laboratories> (As of 2015-2016 AY: To be  
 Abolished) <http://www.titech.ac.jp/english/about/schools/index.html>

Dormitory for Exchange Students	<p>&lt;Both YSEP and ACAP&gt;  Exchange students take priority when Tokyo Tech dormitories are allocated. However, we cannot guarantee each student a room, since the number of dormitory rooms is limited.  For details:  (YSEP) <a href="http://www.ryu.titech.ac.jp/~ysep/manage.html#accommodation">http://www.ryu.titech.ac.jp/~ysep/manage.html#accommodation</a>  YSEP Available dormitories (off-campus)  Shofu Ryugakusei Kaikan (about 15 minutes' walk from Aobadai station in Kanagawa prefecture)  Umegaoka Ryugakusei Kaikan (about 20 minutes' walk from Fujigaoka station in Kanagawa prefecture)  Basically, YSEP students will be assigned twin rooms with other YSEP students.  (ACAP)  <a href="http://www.titech.ac.jp/english/graduate_school/international/exchange/acap.html#accommodation">http://www.titech.ac.jp/english/graduate_school/international/exchange/acap.html#accommodation</a></p> <p>After the applicant's enrollment has been formally accepted, about 1.5 to 1 month before enrollment, the staff of the Student Support Division contact the student by email to provide the information about our dormitory.</p> <p>(Fees)  20,000 JPY-72,500 JPY per month (varies by dormitory)</p> <p>e.g.) Shofu/Umegaoka Dormitory:  Admission Fee (only for students who stay for less than 5 months): 10,000 JPY  - Single Type  Fee: 5,900 JPY/month (Rent)  10,000 JPY/month (Maintenance Fee)  plus electricity and water expenses (Dependent on usage)  - Double Type (available only for YSEP students)  Fee: 5,950 JPY/month (Rent)  6,500 JPY/month (Maintenance Fee)  plus electricity and water expenses (Dependent on usage)</p> <p>Komaba International House:  Admission Fee: 32,200 JPY  Rent: 32,200 JPY/month  Communication and Equipment Fee: 2,700 JPY/month  plus electricity and water expenses (Dependent on usage)</p>
Apartment for International Students	<p>To search for a private apartment, the COOP service at Tokyo Tech is available for students after their enrollment.  Useful information will be obtainable at the COOP office.  After visiting some apartments, students can decide the one they will rent.  Tokyo Tech will be an institutional guarantor when a student rents an apartment.</p>
Orientation for Exchange Students	<p>The date and place will be notified by the staff in charge of each program in due time.  There is no charge for attending the orientation.</p>
Scholarship for Exchange Students	<p>&lt;JASSO Scholarship&gt;  Number of recipients: It depends on the number of applicants expected.  Period: from one semester to one year  Monthly Stipend: 80,000 JPY  (The monthly stipend may change by the budget of financial year 2016.)</p> <p>*(For those students who do NOT intend to take any courses during their exchange period)  Students not taking courses must be highly motivated and MUST OBTAIN THE CERTIFICATE OF RESEARCH (the proof of achievement with regard to their research projects) at Tokyo Tech by following the necessary procedures at the end of their research period.  [NOTE: Students not taking courses need to be aware that if they want to be considered for a scholarship, they will have to obtain this Certificate of Research at Tokyo Tech.]</p>
Japanese Language Classes	<p>Class Period: during each quarter  Registration Period: the beginning of each semester  Website: <a href="http://www.ryu.titech.ac.jp/class/Japanese_Class/information.html">http://www.ryu.titech.ac.jp/class/Japanese_Class/information.html</a> (As of 2015-2016 AY)</p>

<Undergraduate Level> (As of 2015-2016 AY: To be updated for 2016-2017 in around late March 2016)

List of Graduate Courses Available to Undergraduate-level Exchange Students (in English)  
[http://www.titech.ac.jp/english/graduate\\_school/international/exchange/pdf/Class\\_List\\_U.pdf](http://www.titech.ac.jp/english/graduate_school/international/exchange/pdf/Class_List_U.pdf)

<Graduate Level> (As of Autumn 2015: To be updated for Spring 2016 in around late March 2016)

List of Syllabus for Graduate Courses:

[http://www.titech.ac.jp/english/enrolled/life/graduate\\_timetables.html](http://www.titech.ac.jp/english/enrolled/life/graduate_timetables.html)

(Courses marked with will be taught in English in principle.)

International Graduate Program (for detailed information on each course):

[http://www.titech.ac.jp/guide/guide\\_27/English/index.html](http://www.titech.ac.jp/guide/guide_27/English/index.html)

\*Regarding "Study on Japanese Companies and Industries I/II", due to the passenger capacity of the bus for company tour, the number of participants in this course is limited. The selection of the class participants will be done in the course briefing held in the first class, on the first Wednesday of the semester.

The following students have priority in participation. (ACAP students have lower priority than the following students.)

1. YSEP students
2. Tokyo Tech master course regular students

<Explanation of Credits> (As of 2015-2016 AY)

<http://www.titech.ac.jp/english/enrolled/life/credit.html>

(For reference) <Basic Degree Requirements for degree-seeking students> (As of 2015-2016 AY)

[http://www.titech.ac.jp/english/enrolled/procedures/degree\\_requirements.html](http://www.titech.ac.jp/english/enrolled/procedures/degree_requirements.html)

The record will be sent to each student's home university at around the end of each semester.

The following insurance is compulsory for international exchange students:

1) National Health Insurance: Their payment will be 30 % of the medical expense when they receive treatment at hospitals due to sickness/injuries.

\*It costs about 30,000 JPY per year. The exact cost varies by the municipal office where the student is registered.

In addition to this:

<YSEP> \*Compulsory to take "2 & 3" or "4 & 5". Choose one from two options.

2) Disaster and A531100011310135113410023Tf3.190601D01c677303>TjT211189301D0

Regular Courses taught in English

Explanation of Credits

Academic Record

	<p>&lt;ACAP&gt; *Compulsory</p> <p>2) Disaster and Accident Insurance for Students (GAKKENSAI): Benefits will be paid in case of unexpected disasters or accidents during regular curricular/extracurricular activities and while commuting.</p> <p>3) Personal Liability Insurance for Students (GAKKENBAI): To indemnify students for personal liability provided by law for injuries caused to a third party or properties damaged during regular curricular activities, school events and while commuting.</p> <p>*Disaster and Accident Insurance for Students (GAKKENSAI) &amp; Personal Liability Insurance for Students (GAKKENBAI) cost 1,340 JPY in total per year.</p>
Other Useful Websites	<p>Campus Map: <a href="http://www.titech.ac.jp/english/maps/index.html">http://www.titech.ac.jp/english/maps/index.html</a></p> <p>Academic Calendar for the 2016-2017 Academic Year (currently in Japanese only): <a href="http://www.titech.ac.jp/enrolled/life/schedules/2016.html">http://www.titech.ac.jp/enrolled/life/schedules/2016.html</a></p> <p>Study in Japan: <a href="http://www.g-studyinjapan.jasso.go.jp/">http://www.g-studyinjapan.jasso.go.jp/</a></p>