



General Information about the 2022 Senshu University Year-Long Study in Japan: Business, Culture, and Language Program (YLBCL)



PROGRAM OUTLINE

This program is designed for students from partner universities who wish not only to improve their Japanese language skills and to gain a deeper understanding of Japanese business, culture, and history but also to attend regular academic classes.

From September to December, the business and culture/history classes offered are taught in English. From January to February, students are required to take Japanese Language classes to improve their language skills in preparation for taking regular classes. From April to August, participants will be assigned to an appropriate academic department, as well as a suitable advisory professor, based on their field of study (as indicated in participants' application documents) and enroll in regular classes (conducted in Japanese) alongside full-time Senshu University students. During that time, participants will also have the option to continue taking Japanese language classes (depending on their level of Japanese and/or at the recommendation of their advisory professor).

Even though participants will be enrolled as an exchange student in regular academic classes at Senshu University, please note that this is a **non-degree program**.

In order to be accepted as an exchange student at Senshu University, students must be enrolled at their home university when they apply and throughout the duration of the “Year-Long Study in Japan” program period. They must also return to their home university after the program period concludes. Please note that extending their stay is not permitted, nor are they allowed to take the Senshu University entrance examination during their stay as an exchange student in the program.

PROGRAM PERIOD: September 1, 2022 – August 31, 2023

9-12	<p>September 22 – December 16, 2022</p> <p>Japanese Business, Culture, and Language Program (BCL) [Required to Attend]</p> <ul style="list-style-type: none"> • Business/Culture classes are conducted in English • Various levels of Japanese classes are offered (beginner to advanced) • Company visits, culturally-rich activities, and other excursions are included
1-2	<p>January 12 – February 24, 2023</p> <p>Japanese Language and Culture Program (JLC) [Required to Attend]</p> <ul style="list-style-type: none"> • Ideally take a higher level Japanese class than the previous term • Cultural experiences such as calligraphy and tea ceremonies are included
3	<p>March</p> <p>*Students are free to stay in the dormitory or travel during the month-long break in March</p>
4-8	<p>April – Early August, 2023</p> <p>Regular Courses [Required to Attend]</p> <ul style="list-style-type: none"> • Undergraduate/Graduate level courses relating to the student's field of study and based on their study plan
5-8	<p>May – Early August, 2023</p> <p>Japanese Language and Culture Program (JLC) [Optional]</p> <ul style="list-style-type: none"> • If applicable

Fall Term BCL Program Requirements

1. Students should have a good academic standing and attendance record at their home university (a GPA of 3.0 or above is preferred).
2. **Students must be highly motivated with a sincere desire to study abroad at Senshu University.** As participants, students are expected to attend all classes and required events throughout the BCL Program. Any habitual unexcused absences may result in expulsion from the program, so we advise **all participants to remain in Japan throughout the scheduled program period** to ensure they are able to participate in all required activities.
3. **At least one term/semester of college-level Japanese language study (or equivalent Japanese skill) is preferred.** Applicants who have not previously studied Japanese are asked to learn the following basics before participating in the program:
 - *Hiragana* (a Japanese alphabet comprised of 46 basic characters) →
 - Numbers 1 to 10 in *kanji* (Chinese characters) → 一 二 三 四 五 六 七 八 九 十
 - Basic daily greetings

Hiragana Alphabet

あ	い	う	え	お
か	き	く	け	こ
さ	し	す	せ	そ
た	ち	つ	て	と
な	に	ぬ	ね	の
は	ひ	ふ	へ	ほ
ま	み	む	め	も
や		ゆ	よ	
ら	り	る	れ	ろ
わ			を	ん

Note: Students who indicate they are beginner-level on their application will be sent basic practice worksheets directly to their mailing address in June.

4. Students who register for the “Survey of Japanese Business” course are expected to have some basic business knowledge.
5. **All students must be received at least three valid vaccination doses designated by the Ministry of Health, Labor and Welfare (MHLW) of the Japanese Government. They must also be able to submit a valid vaccination certificate to Senshu University accordingly.**

For details on effective vaccination, please refer to the website provided by MHLW. https://www.mhlw.go.jp/stf/seisakunitsuite/bunya/0000121431_00342.html

6. Students are required to obtain overseas travel insurance that covers the whole stay before entering Japan.

BCL Program Period

Thursday, September 22 – Friday, December 16, 2022 [85 days / 86 nights]

BCL Course Description

As written above, the BCL Program offers three courses (see the attached tentative schedule for details). Senshu University permits the option of combining the “Japanese Language” course with one or two of the other courses in order to accommodate students from various majors (not just business majors). Depending on the requirements of each student’s home university, applicants can choose to enroll in any one of the following course combinations:

- “Japanese Language” + “Survey of Japanese Business” + “Survey of Japanese Culture & History”
- “Japanese Language” + “Survey of Japanese Business”
- “Japanese Language” + “Survey of Japanese Culture & History”

Note: Total Program Fee is the same regardless of the combination of courses the student chooses. Refunds, including partial refunds, are not granted once a student arrives (even if the student does not pass or entirely complete a course). **We do NOT permit course alterations after arrival, which means that students must enroll in the courses selected on their Application Form.** Therefore, we kindly ask that you **re-confirm** with students upon collecting their Application Forms to ensure they are indeed registered for the correct courses (doing so should help avoid any subsequent issues regarding the transfer of credits). **Students enrolling in all three courses will have a challenging but doable and enjoyable schedule.**

Japanese Language Course

The classes taught in the “Japanese Language” course are primarily held from 9:00 am – 12:50 pm Monday through Friday. Classes are arranged according to students’ levels (usually four to six different levels). Total class hours are presently scheduled at 9,950 minutes (165 hours and 50 minutes).

Survey of Japanese Business

This course will be conducted similarly to last year but with various improvements (including new lectures and company visits). Total class hours are presently scheduled at 4,500 minutes (75 hours), which includes lectures, company visits, and a research project.

Survey of Japanese Culture & History

This course will be conducted similarly to last year but with improvements based on teacher and student feedback. Total class hours are presently scheduled at 2,250 minutes (37.5 hours), including field trips.

* Class Hours and Program Contents are scheduled to be held the same as from the regular years. However, the numbers of hours for this year is not guaranteed, for it being difficult to secure classes due to class operation conditions, and the ongoing situation of COVID-19. Please note that; class hours, company visits and activities might have drastic changes.

UNDERGRADUATE SCHOOLS & DEPARTMENTS

• School of Economics

- Department of Economics
- Department of Economics for Life and Social Environment
- Department of International Economics

• School of Business Administration

- Department of Business Administration
- Department of Business Design

• School of Letters

- Department of Japanese Language
- Department of Japanese Literature & Culture
- Department of English
- Department of Philosophy
- Department of History
- Department of Geography
- Department of Journalism

• School of Law*

- Department of Law
- Department of Politics

• School of Commerce*

- Department of Marketing
- Department of Accounting

• School of Human Sciences

- Department of Psychology
- Department of Sociology

• School of International Communication

- Department of Japanese Language
- Department of Intercultural Communication

• School of Network & Information

- Department of Network & Information

*Undergraduate students in the School of Law, School of Commerce, and School of International Communication will take classes at **Kanda Campus**.

NOTE: Some classes in the Department of Japanese Language are offered at the Kanda Campus.

GRADUATE SCHOOLS & MAJORS

• Graduate School of Economics

- Major in Economics

• Graduate School of Business Administration

- Major in Business Administration

• Graduate School of the Humanities

- Major in Japanese Language & Literature
- Major in English
- Major in Philosophy
- Major in History
- Major in Geography
- Major in Sociology
- Major in Psychology

• Graduate School of Law*

- Major in Law
- Major in Civil Law
- Major in Public Law

• Graduate School of Commerce*

- Major in Commerce
- Major in Accounting



*Graduate students in the Graduate School of Law and Graduate School of Commerce will take classes at **Kanda Campus**.

Screening Process

Admission will be determined by the Senshu University faculty committee of the school or graduate school corresponding to the applicant's field of study. Therefore, in some cases, permission for admission may not be granted despite being requested.

Application Materials

To apply for the "Year-Long Study in Japan" (YLBCL) Program 2022, the following materials are needed:

1. **Online Application (form indicated in the "Japanese Language" course)**
2. **Online Comprehension Checklist (for the "Japanese Language" course)**
3. **YBCL Program Confirmation Sheet**
4. **Detailed study plan at Senshu University (written in Japanese or in English)**
5. **"Letter of Commitment" to Senshu University**
6. **Application for Certificate of Eligibility**
*For the details, please refer to the "Visa application" on page 6.
7. **Home Visit Registration Form**
*The Home Visit Registration Form is not necessary for applicants who do not wish to experience the three-day home-visit.
8. **Health Check Form**
9. **Official transcripts**
10. **4 pictures of the applicant (4 cm×3 cm)**
* Headshot (passport style; facing front, showing your full face and shoulders, no hat or background)
* Informal or casual photos are not acceptable
* Taken within the last 3 months
11. **Copy of passport**
12. **A copy of a "Certificate of Vaccination" for COVID-19**
* Certificate must show a list proving three valid vaccination doses at least.
13. **Evidence of the applicant's Japanese language proficiency (if applicable)**
*Example: scores/certificates from the Japanese Language Proficiency Test (JLPT), the Examination for Japanese University Admission for International Students (EJU), etc. For your information, this program is suitable for participants with JLPT N3-4 or above.

Note: The above forms (#1 – #8) are downloadable via the following link/QR code:

https://www.senshu-u.ac.jp/global/english/ie_yearlong.html



Application Deadline: **Friday, July 1, 2022**

Once students complete the online applications forms and submit the necessary documents to your office, please send the necessary documents via postal mail (as one parcel) to the address on the right by the application deadline. Also, please inform us as soon as possible of the probable number of male & female students expected to participate (in order for Senshu University to prepare accommodations).

- Postal Address -

Senshu University
International Academic Affairs Office
2-1-1, Higashimita, Tama-ku, Kawasaki-shi
Kanagawa 214-8580, Japan

Total Program Fee (payment to Senshu University per person)

495,300 JPY (not including Home Visit)
518,100 JPY (including Home Visit)

Note: Total Program Fee is the same regardless of the combination of courses the student chooses.

Payment Deadline: **Wednesday, July 13, 2022**

1. The tuition for this program is waived for applicants from universities that have a mutual exchange agreement with Senshu University (the program fees already account for the tuition waiver).
2. The total program fee **includes** (1) textbooks, (2) material fees, (3) transportation fees for company visits, (5) fees for excursions and activities conducted in the "Fall and Winter term Japanese Language" course, and (6) housing expenses for students living in the dormitory **until March 2023**.
3. The program fee **does not include** (1) expenses for meals (however, some meals will be served by

respective host families during the home visit experience), (2) transportation fees between the university dormitory and the airport (3) transportation fees to and from the dormitory and host family's house, (4) baggage service charges to and from the airport, (5) expenses for medical care and insurance, or (6) personal spending and other miscellaneous costs incurred by each student.

Note: The accommodation fee from April to August 2023 (36,500 JPY per month) will be paid directly to the Senshu University International Academic Affairs Office each month. This fee is charged aside from the abovementioned price.

Note: The actual invoice will be sent to your university after the acceptance has determined.

Payment Method


The program fee for all students should be paid via a telegraphic/wire transfer from your office to the following bank account. **You are responsible for paying all bank charges. When you make the transfer, please add 2,500 – 5,000 JPY* to cover the handling fee made by the Japanese recipient bank.**

**Please confirm on the invoice you receive.*

Note: Paying the program fee one applicant at a time will result in being charged a handling fee (by the bank) for each transaction. **Therefore, we also would appreciate it if you could please pay the total program fee for all applicants in a single transaction.**

Name of bank:	Mizuho Bank, Ltd. Kudan Branch
Name on bank account:	Senshu University
Account number:	532-202115
Address of the bank:	2-4, Kanda, Jimbo-cho, Chiyoda-ku, Tokyo, Japan
Swift code:	MHCBJPJT

Accommodation (Housing)

Senshu University International House (Dormitory) [i-House]	
Accommodation Fee	36,500 JPY per month *This includes the "Linen Fee" (500 JPY per month) for bedding.
Location	About a 1-minute walk from Ikuta Campus and about a 14-minute walk from the nearest train station (Mukogaoka-yuen station).
Room*	Each room is shared by two students and equipped with a mini refrigerator, closets, bed & linen, and a writing desk. The dormitory also has a communal space equipped with a kitchen, dining area, shower room, recreation room, study room, multipurpose room, and lounge. The cooking appliances/utensils and TV are also shared. The washing machines costs 200 YEN/load and the dryers costs 100 JPY/30 min. 
Meals	No meals are provided (except during the home-visit, if applicable). The dormitory has a kitchen equipped with big refrigerators, induction cookers, microwave ovens, toasters, rice cookers, and so on.
Internet	A single computer and printer are available for use in the study room. Therefore, students are encouraged to bring their own laptop. Free Wi-Fi is only available in the communal space.
Area (Size)	25.0 m ² /room

* Please note that, all participants will reside in single rooms throughout the program period in order to prevent the spread of COVID-19.

Information about the Accommodation Fee

1. If students initial arrival/final departure date are on days other than the first or last day of the month, they are permitted to stay in the Senshu International House (dormitory) for a daily accommodation fee of 1,400 JPY (to avoid having to pay an entire monthly accommodation fee). Please note that this option cannot be applied in any other case and the "Linen Fee" (500 JPY) will be applied.

2. **Even if for some reason your students do not stay at Senshu University International House (dormitory) every night, they must still pay the accommodation fee of 36,500 JPY every month.** Senshu University will reserve a room for them during their stay.

National Health Insurance (After Arrival)

Foreigners staying in Japan longer than 3 months are required to have **National Health Insurance** 【国民健康保険】 (even if they are covered by an overseas travel insurance policy from their home country during their stay). The fee ranges from 2,000 JPY to 3,000 JPY per month. The procedure for acquiring this health insurance is conducted after arriving in Japan. Depending on the insurance policy, 70% of medical expenses will be covered. Further details will be provided by the International Academic Affairs Office after arrival.

Overseas Travel Insurance

Even if your students have a National Health Insurance policy, they are still liable in worst-case scenarios, so such things as “rescuer’s expense” are not included. Upon arriving in Japan, participants must enroll in **Gakkensai Insurance** 【学研災】 (i.e. “Personal Accident Insurance for Students Pursuing Education and Research” provided by JEES [Japan Educational Exchanges and Services]). **The fee is ¥11,500 yen for one year.**

Proposed Arrival Date

IMPORTANT NOTICE

We do NOT offer any airport pick-up services.

For preparation in prior to the start of the program, we request students to arrive at Senshu University either on September 21 or 22. Check in time at Senshu International House is between **9:00 am – 6:00 pm**, so please make sure your students do NOT book flights that arrive here late at night. If students plan to arrive and check in at the International House on September 21, students will be charged an extra 1,400 JPY.

Note:

The maximum period of validity for a “Temporary Visitor” visa is 90 days.

Under this condition;

1. Students CANNOT enter Japan no earlier than Sunday, September 18.
2. Students MUST leave the International House on Friday, December 16, with no exceptions.

Visa Application

All participants must obtain a “Student Visa”. The Application for the Certificate of Eligibility (COE) form is downloadable via the following link: <https://www.senshu-u.ac.jp/global/english/ie.html>

Please fill out all items required in the Application for the COE and send the **COE’s excel file** to us via email (kksenshu@yahoo.co.jp) by the application deadline indicated.

NOTE: Students with passports issued by China, Vietnam, Mongolia, Bangladesh, Myanmar, Sri Lanka or Nepal must also submit the following documents:

- Bank statement (indicating the student’s or financial sponsor’s current balance)
- Proof of income for the past three years
- Certificate of employment (indicating the student’s or financial sponsor’s current/past employment)
- Family register certificate

Please submit all of above required documents via EMS by the deadline according to the corresponding recruitment session (as written on the International Exchange Student Program 2022–2023 application material) in order to receive a COE.

Upon receiving your completed application, Senshu University will send it to the Tokyo Immigration Bureau for processing and issuance. It normally takes one/two months to be issued. Once you have been issued the COE, please proceed with obtaining a Student Visa at the Japanese Embassy or Consulate in your country before departure.

Working

Exchange students are **NOT permitted to work or participate in any activities that derive pay or income** during their stay as exchange students at Senshu University. Therefore, please do not require them to apply for the “Permission to Engage in Activity other than that Permitted under the Visa Status Previously Granted”.

University Activities

There are many kinds of activities on and off campus that exchange students and Japanese students can both participate in. Such activities include visits to high schools, bus-hike tours, school festivals, and presentations about students' home countries. The presentations in particular are very popular among Senshu students and exchange students alike, so we hope participants will take part in introducing their home country during their stay. We highly encourage students to participate in these activities to make their time in Japan more cultural enriching, as well as to make friends and have fun between studying and classes. Throughout the program, Senshu offers many opportunities to participate in activities with Japanese students on campus.

Visitors / Visiting Family Members

Regarding accompanying family members, exchange students are responsible for taking care of their visa, housing, and/or other necessary arrangements. No family housing is available at Senshu University.

Transportation Expenses

If you are assigned to the School of Law, School of Commerce, School of International Communication, Graduate school of Law or Graduate School of Commerce at Senshu University, you will need to commute to Kanda Campus (located in the center of Tokyo) by train in order to attend classes (this includes some classes in the Department of Japanese Language). **It costs 420 yen (one way)** and **the student discount system is NOT applicable to exchange students** because of your status as a non-degree student in Japan. Therefore, please note that if you are assigned to a school or department located on Kanda Campus, you will be responsible for paying the transportation fee in order to commute, so please consider this when calculating the estimated living expenses written below.

Please inform students who wish to participate in this program of all the above information. If you have any questions concerning the YBCL Program, please do not hesitate to contact us.

We are looking forward to receiving many exchange students from your university this year!



**Senshu University
International Academic Affairs Office
(International Center)**

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