

# General Information about the 2023-2024 Senshu University Year-Long Study in Japan: Business, Culture, and Language Program (YLBCL)



## PROGRAM OUTLINE

This program is a hybrid between the One-Year Study Abroad Program and the BCL Program. 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' Study Plan) 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). There is a fee for taking Japanese Language and Culture programs.

\* Students **must** continue to take the JLC (Spring and Summer) course if they are unable to complete J3 class or higher at the Winter JLC, or if their Japanese language proficiency is below JLPT N3.

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 21, 2023 – August 31, 2024

9-12	<b>September 21 – December 15, 2023</b> <b>Japanese Business, Culture, and Language Program (BCL) [Required to Attend]</b> <ul style="list-style-type: none"> <li>• Business/Culture classes are conducted in English</li> <li>• Various levels of Japanese classes are offered (beginner to advanced)</li> <li>• Company visits, culturally-rich activities, and other excursions are included</li> </ul>
1-2	<b>January 10– February 24, 2024</b> <b>Japanese Language and Culture Program (JLC) [Required to Attend]</b> <ul style="list-style-type: none"> <li>• Ideally take a higher level Japanese class than the previous term</li> <li>• Cultural experiences such as calligraphy and tea ceremonies are included</li> </ul>
3	<b>March</b> <ul style="list-style-type: none"> <li>• Students are free to stay in the dormitory and will improve their Japanese language skills through study with Japanese language tutors provided by Resident Partner.</li> <li>• <b>We strongly encourage participants to continue studying Japanese on your own during March in order to maintain/improve your level of Japanese.</b></li> </ul>
4-8	<b>April – Early August, 2024</b> <b>Regular Courses [Required to Attend]</b> <ul style="list-style-type: none"> <li>• Undergraduate/Graduate level courses relating to the student's field of study and based on their study plan</li> </ul>
5-8	<b>May – Early August, 2024</b> <b>Japanese Language and Culture Program (JLC) [Optional]</b> <ul style="list-style-type: none"> <li>• Students would like to take 4weeks Spring and/ or 7 weeks Summer Course of JLC program while they take regular classes, they need to pay the program fees for Spring and Summer JLC program fee. <b>If students were unable to complete J3 class or</b></li> </ul>

higher at the Winter JLC program, or if their Japanese language proficiency is lower to JLPT N3, we require them to continue taking the JLC (Spring and Summer) course.

### 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. **Students must have Japanese Language Proficiency Test N4 or above, or equivalent Japanese language skills upon applying to this program.**  
**[Important]** From April, you are required to enroll in regular academic courses conducted in Japanese, so participants are expected to be in the **level J3 Japanese Language Class or above** for the Winter Term Japanese Language Program (or have N3 or above on the JLPT).
4. Students who register for the “Survey of Japanese Business” course are expected to have some basic business knowledge.
5. Students are required to obtain overseas travel insurance that meets the coverage requirements specified by Senshu University prior to departing from your home country.

### BCL Program Period

Thursday, September 21 – Friday, December 15, 2023 [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). Last year’s total class hours were at 9,950 minutes.

### Survey of Japanese Business\*

This course will be conducted similarly to last year but with various improvements (including new lectures and company visits). Last year’s total class hours were at 3,375 minutes, 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. Last year’s total class hours were at 3,510 minutes., including field trips and one day trip.

\* Please note that; class hours, company visits and activities might have changes.

## UNDERGRADUATE SCHOOLS & DEPARTMENTS

- **School of Economics (Ikuta Campus)**

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

- **School of Business Administration (Ikuta Campus)**

- Department of Business Administration
- Department of Business Design

- **School of Letters (Ikuta Campus)**

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

- **School of Law (Kanda Campus)**

- Department of Law
- Department of Politics

- **School of Commerce (Kanda Campus)**

- Department of Marketing
- Department of Accounting

- **School of Human Sciences (Ikuta Campus)**

- Department of Psychology
- Department of Sociology

- **School of International Communication (Kanda Campus)**

- Department of Japanese Language
- Department of Intercultural Communication

- **School of Network & Information (Ikuta Campus)**

- Department of Network & Information

Please note that, Japanese Language and Culture program will be held at the Ikuta Campus.

## GRADUATE SCHOOLS & MAJORS

- **Graduate School of Economics (Ikuta Campus)\***

- Major in Economics

- **Graduate School of Business Administration (Ikuta Campus)**

- Major in Business Administration

- **Graduate School of the Humanities (Ikuta Campus)**

- 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 (Kanda Campus)**

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

- **Graduate School of Commerce (Kanda Campus)**

- Major in Commerce
- Major in Accounting



\* Some classes in the Major in Economics and Major in Japanese Language & Literature are offered 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 2023, 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 (Optional for Fall BCL Program)**

\*Participants can participate in a three-day homestay program for one weekend.

\*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 ID Photo 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. Evidence of the Applicant’s Japanese Language Proficiency**

Example: scores/certificates from the Japanese Language Proficiency Test (JLPT), the Examination for Japanese University Admission for International Students (EJU), etc.

If certificates could not be submitted, students should submit a "Letter of Recommendation" issued by home University.

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



**Application Deadline: Friday, June 9, 2023**

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).

Please also submit the data of applicant’ documents to the following e-mail address.

Email: [japanese@acc.senshu-u.ac.jp](mailto:japanese@acc.senshu-u.ac.jp)

**- Postal Address -**

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

**Estimated Program Fee (September 2023 to March 2024)**

(payment to Senshu University per person)

**\*Fees after April 2024 will be charged separately.**

<b>520,000 JPY</b> (excluding Home Visit)
<b>570,000 JPY</b> (including Home Visit)

**The above Program Fee is the same regardless of the combination of courses the student chooses.**

For more information, please refer to "The Year-Long BCL Program 2023 Confirmation Sheet".

**Note:**

1. The above program fee **includes** (1) textbooks, (2) material fees, (3) entrance fee for excursion, experience fee for activities and transportation fee for Kamakura Tour conducted in the “**Fall BCL and Winter Japanese Language course**”\*, (4) housing expenses for students living in the dormitory **until March 2024\*\***, (5) University facility fee and (6) GAKKENSAI insurance
2. 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 (1. Between the university dormitory and the airport, 2. To and from the dormitory and host family’s house, 3. For company visits, any field trips and activities/excursion). (3) entrance fee for field trips (4) expenses for medical care and overseas travel insurance, or (5) personal spending and other miscellaneous costs incurred by each student.
3. The actual invoice will be sent to your university after the acceptance has determined.

\*If participants would like to also participate in the **Spring and Summer Term JLC Program** after April (while simultaneously taking regular academic classes), **they will need to pay the program fees for both the Spring (109,000 JPY) and Summer Term (165,000 JPY) JLC Program**. Please note that these amounts are a subject to change with the course fee being charged every term. (these fees are based on 2023's program).

Taking the **Spring and Summer Term JLC Program** is recommended for participants **who take the level J2 Japanese Language Course** for the Winter Term Japanese Language Program (or have N2 or below on the JLPT).

If students were **unable to complete J3 class or higher at the Winter JLC program**, or if their Japanese language proficiency is lower to JLPT N3, **we require them to continue taking the JLC (Spring and Summer) course.**

\*\*The accommodation fee from April to August 2024 (36,500 JPY per month, including the linen fee, as of April 2023) will be paid directly to the Senshu University International Academic Affairs Office each month. This fee is charged separately and is not included in the abovementioned Estimated Program Fee. Please note that the accommodation fee is also subject to change.

### **Payment Deadline: Mid July, 2023**

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).

**Spring and/or Summer Japanese Language Program fee will be charged separately.**

### **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.**

**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.**

### **Accommodation (Housing)**

Students in this program stay at an international student dormitory called the “Senshu International House” (known as *kokusai kōryū-kaikan*, or “i-House”, and pictured right/top left), which is located a one-minute walk away from campus. Full-time Senshu University students also reside in the dormitory as resident assistants/resident partners throughout the entire BCL Program to facilitate many opportunities for cross-cultural interactions (as well as provide support in solving any issues or difficulties international students may have).

Please refer to the website for more information;

<https://www.senshu-u.ac.jp/global/english/house.html>



### **Information about the Accommodation Fee (As of April 2023)**

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 20 or 21. Check in time at Senshu International House is between **9:00 am – 7:00 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 20, students will be charged an extra 1,400 JPY.

## 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](mailto: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 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.

## 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 439yen (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.

## **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”.

**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)**

2-1-1, Higashimita, Tama-ku, Kawasaki-shi  
Kanagawa 214-8580, Japan

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