

FACT SHEET

Incoming Exchange Students



上智大学
SOPHIA UNIVERSITY



SOPHIA UNIVERSITY

2018-2019

叡智が世界をつなぐ
Sophia – Bringing the World Together

| Institution | |
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| Sophia University 7-1 Kioi-cho Chiyoda-ku, Tokyo 102-8554 Japan http://www.sophia.ac.jp/eng/index.html | |
| Contact Office | |
| Center for Global Education and Discovery http://www.sophia.ac.jp/eng/admissions/exchangeprograms Incoming: su_inbound@cl.sophia.ac.jp Outgoing, agreement, general inquiries: overseas@cl.sophia.ac.jp Tel.: +81-3-3238-3521 / Fax: +81-3-3238-3554 | |
| Office Members | |
| Director | Ms. Kazumi SATO |
| Team Leaders | Ms. Tomoe YOSHINO (incoming) Ms. Rieko KASAI (outgoing) |
| Incoming Exchange Student Coordinators | Ms. Maki HAYASAKA Ms. Kanae TERAHIRA Ms. Reiko MUKAI Ms. Shihono WADA |
| Outgoing Exchange Student Coordinators | Ms. Chikoto KUROKI Ms. Rei UCHIMURA Ms. Chihiro YAMAMOTO |

GENERAL INFORMATION

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| Foundation | Sophia University is a private Jesuit university founded in 1913 located in the heart of Tokyo, aiming to foster "Men and Women for Others, with Others". |
| Key Features | * One of the top private universities in Japan * Japan's pioneer in global education * Diversity on one campus in the fascinating city of Tokyo * Wide variety of English-medium programs * Renowned for offering high-quality language education |
| Facts & Figures (as of 2017) | * 9 undergraduate faculties with 29 departments * 10 graduate schools with 26 programs * Total Full-time Student Enrollment: 14,011 12,575 Undergraduate 1,436 Graduate * Number of International Students: 1,593 (76 countries in total) 1,067 Undergraduate 526 Graduate * Faculty Staff: 1,486 543 Full Time (22 countries) 943 Part Time * Administrative Staff: 381 |
| Campus Location | Tokyo, JAPAN The campus is centrally located within walking distance of the National Diet, Imperial Palace and the State Guest House. Shinjuku, the world's busiest transport hub is just 5 minutes' train ride away from Yotsuya, the closest station from Sophia University. |

APPLICATION

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| Qualification | • Applicant must be enrolled as a full-time student at his or her home institution during the exchange period. • Average GPA 3.0 out of 4.0 or equivalent. Applicants should complete at least 1 semester of study by the time of application unless otherwise agreed in bilateral agreements. | |
| Language Requirements | <English-taught Programs> minimum TOEFL iBT 79, TOEFL ITP 550, IELTS 6.0, or TOEIC 730 <Graduate Program of Global Studies> TOEFL iBT 100, TOEFL ITP 600, IELTS 7.0, or TOEIC 870 <Japanese-taught Departments/ Graduate Programs> Japanese Language Proficiency Test N1 level | |
| Application Materials | For All Applicants: • Checklist • Application Form • Academic Purpose Essay • 2 Recommendation Letters • Certificate of Health • Housing Application Form • 4 Photographs (4cm x 3cm with plain background) • Official ORIGINAL transcript in English • List of Courses Enrolled in Current Semester | Applicants from Non-English Taught Academic Programs: • Valid IELTS/ TOEIC/ TOEFL (ITP or iBT) results Japanese Department / Graduate Programs Applicants: • JLPT N1 Test Result |
| Online Submission | Submit application form for Certificate of Eligibility through Sophia website for college student visa preparation. | |
| Visa Requirements | College Students Visa or other suitable visa status (short-term visit visa won't be allowed) | |
| Application Deadline | Spring entrance (April): November 10 | Autumn entrance (September): April 10 |

ACADEMIC PROGRAM GUIDE

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| Levels of Study | Undergraduate and Graduate |
| Language of Instruction | Japanese or English |



| English-taught Undergraduate Departments | |
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| Faculty of Liberal Arts (FLA) | Department of Liberal Arts Centered around courses in Comparative Culture, International Business and Economics, and Social Studies, the broad interdisciplinary curriculum of the Faculty of Liberal Arts (FLA) is designed to extend the general knowledge of students while developing their critical thinking ability. A wide range of courses that are focused on Japan help students gain an understanding of both present-day Japan and its traditions in a global context. Website: https://www.sophia.ac.jp/eng/program/undergraduate_c/UG_LA/index.html |
| | Department of Materials and Life Sciences - Green Science Program The Green Science program is designed to provide a fundamental knowledge of substances, and to resolve environmental issues at the atomic and molecular levels based on green material sciences. Website: http://www.st.sophia.ac.jp/english/about-us/index.html |
| Faculty of Science and Technology (FST) | Department of Engineering and Applied Sciences - Green Engineering Program The Green Engineering program is designed to provide electrical and mechanical engineering skills that will lead to the further development of energy-conservation technologies, efficient power generation, transmission and distribution. Website: http://www.st.sophia.ac.jp/english/about-us/index.html |
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| English-Taught Graduate Programs | |
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| Global Studies (GPGS) | The Graduate Program in Global Studies emphasizes inquiry into the contemporary world and its historical antecedents by combining the interdisciplinary themes of global studies, theories and the methods of academic disciplines, and cross-cultural understandings of Japanese and area studies. It has three MA degrees - Global Studies, International Business and Development Studies, and Japanese Studies - each with its own specialized curriculum. Graduate exchange students are welcome to take content courses that are consistent with their graduate degree and for which they have sufficient background. Website: http://gpgs.fl.sophia.ac.jp |
| Global Environmental Studies (GES) | The curriculum covers three fields: Economics and Business Administration for the Environment, Law and Policies, Sociology for the Environment, and Science and Engineering for the Environment. One of the strategies of this program is to enhance the capacity of students to contribute to the solving of current environmental issues by offering them a wide variety of practical and discipline-specific programs. Website: http://www.genv.sophia.ac.jp/english/index.html |
| Green Science and Engineering | Green Science and Engineering places an emphasis on environment- and sustainability-related studies, which are of paramount importance to the future of mankind. To foster cross-disciplinary education, faculty members drawn from all the other eight divisions(see details from website) are involved in the teaching. Website: http://www.st.sophia.ac.jp/english/graduate-studies/index.html |
| Linguistics <TESOL> | Program in Linguistics (TESOL) provides courses with an emphasis on both theory and practice. The faculty members represent a diverse spectrum of applied linguistics and language education, ensuring a comprehensive program for all who are interested in teaching English as a second or foreign language. |

| 日本語受入学科 Japanese-Taught Departments | |
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| 各学部学科・研究科情報: http://www.sophia.ac.jp/jpn/program | |
| 神学部 | 神学科 |
| 文学部 | 哲学科、史学科、国文学科、英文学科、ドイツ文学科、フランス文学科、新聞学科 |
| 総合人間科学部 | 教育学科、心理学科、社会学科、社会福祉学科、看護学科 |
| 法学部 | 法律学科、国際関係法学科、地球環境法学科 |
| 経済学部 | 経済学科、経営学科 |
| 外国語学部 | 英語学科、ドイツ語学科、フランス語学科、イスパニア語学科、ロシア語学科、ポルトガル語学科 |
| 総合グローバル学部 | 総合グローバル学科 |
| 理工学部 | 物質生命理工学科、機能創造理工学科、情報理工学科 |
| 日本語受入専攻 Japanese-Taught Graduate Programs | |
| 神学研究科 | 神学専攻、組織神学専攻 |
| 実践宗教学研究科 | 死生学専攻 |
| 文学研究科 | 哲学専攻、史学専攻、国文学専攻、英米文学専攻、ドイツ文学専攻、フランス文学専攻、新聞学専攻、文化交渉学専攻 |
| 総合人間科学研究科 | 教育学専攻、心理学専攻、社会学専攻、社会福祉学専攻、看護学専攻 |
| 法学研究科 | 法律学専攻、法曹養成専攻 |
| 経済学研究科 | 経済学専攻、経営学専攻 |
| グローバル・スタディーズ研究科 | 国際関係論専攻、地域研究専攻 |
| 言語科学研究科 | 言語学専攻 |
| 理工学研究科 | 理工学専攻 |
| 地球環境学研究科 | 地球環境学専攻 |





COURSE GUIDE

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| Course Information | <ul style="list-style-type: none"> •Bulletin for spring and autumn semester 2019 will be published in March 2019. Course offer and syllabi may vary each year. Please refer to the latest information available online. |
| | Website: http://www.sophia.ac.jp/eng/admissions/exchangeprograms/course_info |
| Japanese Language Course | <p>The Center for Language Education and Research provides multiple tracks and levels of Japanese language courses according to students' needs and linguistic backgrounds. Students who wish to attend Japanese class can choose from regular track or intensive track. Students who have prior Japanese study experience will be placed to appropriate class level according to the result of Japanese placement test.</p> |
| | Website: http://www.sophia-cler.jp/study/ja/lesson.html |
| | Regular Track (4 credits) |
| | <p>The regular track offers beginning, intermediate to advanced courses where 90-minute classes meet four or five times per week. This course aims to focus on developing communicative competence through extensive practices by integrating four skills, listening, speaking, reading and writing. English is occasionally used for instruction as necessary.</p> |
| | Intensive Track (8 credits) |
| | <p>Intensive Japanese track, which offers four-level intensive courses at beginning, intermediate, and advanced levels, is designed for students whose main purpose of coming to Japan is to study Japanese. Classes meet for three hours a day through Monday to Friday. Fifteen hours of class time per week allow students to spend sufficient time to gain the high level of Japanese proficiency. English is occasionally used for instruction as necessary.</p> |
| Registration Requirements | *Exchange students must register and attend more than 10 hours of classes per week. To fulfill this requirement, attending at least 7 periods (90 minutes constitute one period) every week is necessary. |
| Course Restriction | <ul style="list-style-type: none"> •FLA core programs, FST laboratory classes, the foreign language courses (except Japanese language), seminar and Studies in Christian Humanism courses are NOT open to exchange students. •Exchange students should choose most courses from the departments/graduate program that he/she enrolled in. |
| Credit Restriction (per semester) | <p>Faculty of Liberal Arts: 20 Faculty of Science and Technology: 26 Graduate Program in Global Studies: 12</p> |
| Standard Course Load | <ul style="list-style-type: none"> •Regular Japanese track + 2-4 lecture classes •Intensive Japanese track + 1-3 lecture classes •14 credits of lecture classes or more <p>*One period of class consists of 90 minutes</p> |
| Short-term Programs | <p>Sophia University offers short-term programs in June, July and January. Short-term programs is aside from exchange program and participants of short-term programs should arrange their own visa and accommodation. The programs enable participants to look at Japan from many different perspectives. As for the summer session, over 11,000 students from around the globe have attended the programs over the years, and many have gone on to pursue exciting careers related to Japan.</p> |
| | Website: https://www.sophia.ac.jp/eng/admissions/summer/index.html |

CREDIT EXPLANATION & GRADING SYSTEM

| Credits | Type of course | Credits awarded | | |
|---------------|-----------------------------|---|--------------|---------------------|
| | Lecture course | 2 or 4 credits per course one credit = 675 minutes class successfully completed | | |
| | Language course | 2 - 8 credits, depending on the course one credit = 1,350 minutes class successfully completed | | |
| | Physical education practice | 1 credit per course one credit = 1,350 minutes class successfully completed | | |
| Grading Scale | Grade | Scale | Description | Quality Point Index |
| | A | 100 - 90 | Excellent | 4.0 |
| | B | 89 - 80 | Good | 3.0 |
| | C | 79 - 70 | Satisfactory | 2.0 |
| | D | 69 - 60 | Passing | 1.0 |
| | W | | Withdrawal | |
| | F | | Failure | |

ACADEMIC CALENDAR

| | Spring 2019 | Autumn 2019 |
|--------------------------------------|---|---|
| Arrival Date | early April (April 1 in 2018) | mid-September (September 19 and 20 in 2018) |
| Orientation | early April (April 2-3 in 2018) | mid-September (September 21 - 22 in 2018) |
| Japanese Placement Test | early April (April 3 in 2018) | mid-September (September 22 in 2018) |
| Course Registration | early-mid April (April 3 - 18 in 2018) | end of Sep- early Oct. (September 22 - October 4 in 2018) |
| Classes | April 12 - July 23 (TBA) | September 27 - January 22 (TBA) |
| Final Exams | July 24 - 31 (TBA) | January 23 - 30 (TBA) |
| Transcript Issuance | MID-SEPTEMBER | LATE MARCH |
| Other Important Academic Information | Summer Recess : August 1 - September 26 (2018) Winter Recess : December 22 - January 4 (2018-2019) Spring Recess : January 30 - March 31 (2019) | |

ACCOMMODATION AND LIVING EXPENSES

| Off-Campus Accommodation Fees in 2018 | Housing | 1 semester (4 months) | 1 year (10 months) | Remarks |
|---------------------------------------|--|-----------------------|--|-----------------------------------|
| | Sophia Soshigaya International House | 201,960 yen | 528,300 yen | Directly-operated by Sophia |
| | Kasai International House for Women | 317,336 yen | 732,380 yen | Female only dormitory |
| | Wakejuku for Men | 521,728 yen | 1,154,320 yen | Male only, meals included |
| | Azalea House | 309,000 yen | 645,000 yen | Private shower and kitchen |
| | DK House Tokyo Nerima | 317,340 yen | 706,740 yen | Utility and internet fee included |
| | DK House Shinkoiwa | 317,340 yen | 706,740 yen | |
| | DK House Matsudo | 274,000 yen | 610,000 yen | |
| Social Residence Higashikoganei | 323,000 yen | 749,000 yen | | |
| Other Expenses | Meals: 30,000 - 60,000 yen per month Books: 30,000 - 50,000 yen per semester Public Transportation: 5,000 - 10,000 yen per month Personal Expenses: 30,000 yen / month - (depends on the student's lifestyle) | | | |
| Insurance (Mandatory) | Japanese National Health Insurance | | Personal Accident Insurance for Students Pursuing Education and Research | |
| | 1,500-3,000 yen / month (price differs from resident areas) | | 800 yen | |

OTHER INFORMATION

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| Airport Pick Up Service | Available for students who arranged housing through Sophia and arrive during the designated arrival date & time. Sophia students will escort exchange students from the airport to their accommodations using public transportation. Service is free of charge; public transportation expenses will be students' own responsibility. |
| Student Supporter | Exchange students can sign up for student supporter program before arriving at Sophia. The supporter student is usually the first Sophia student exchange student meet before class starts. Not only student supporters assist exchange students in the beginning of the semester with their needs, students are also encouraged to interact with each other throughout the study abroad period and onwards. |
| Global- Network | "Global-Network," or more commonly known as "GL-Net" is a student volunteer organization runs various events for interaction of local and international students at Sophia. What makes "GL-NET" unique is that it is officially sponsored by the Center for Global Education and Discovery, Sophia University. |
| Extracurricular Activities | At Sophia University, more than 260 groups are active as authorized circles. All exchange students are welcome to participate in Sophia's Extracurricular Activities. For more information including the list of student club and circles, please visit the link below. Website: http://www.sophia.ac.jp/eng/studentlife/support/EA |

