



บันทึกข้อความ

ส่วนงาน กองวิเทศสัมพันธ์ สำนักงานมหาวิทยาลัย โทร. 43668

ที่ อว 8392 (7)/

วันที่ กุมภาพันธ์ 2565

เรื่อง ขอความอนุเคราะห์ประชาสัมพันธ์โครงการแลกเปลี่ยน Sophia University Autumn 2022



เรียน ผู้อำนวยการกองวิเทศสัมพันธ์

สรุปเรื่อง:

ด้วย Sophia University ประเทศญี่ปุ่น เปิดรับสมัครนักศึกษาระดับปริญญาตรีและบัณฑิตศึกษา ที่ศึกษามาแล้วไม่ต่ำกว่า 1 ภาคการศึกษา (ยกเว้นชั้นปีสุดท้าย) มีผลการเรียนเฉลี่ยสะสมไม่ต่ำกว่า 3.00 และมีผลคะแนนภาษาอังกฤษหรือภาษาญี่ปุ่นตามที่หลักสูตรกำหนด เข้าร่วมโครงการแลกเปลี่ยน Sophia University Spring 2022 เป็นระยะเวลา 1 ภาคการศึกษา หรือ 1 ปีการศึกษา โดยผู้เข้าร่วมจะได้รับการยกเว้นค่าธรรมเนียมการศึกษา แต่ต้องรับผิดชอบค่าใช้จ่ายอื่นๆที่เกี่ยวข้องด้วยตัวเอง เช่น ค่าเดินทาง ค่าอาหาร ค่าที่พัก ฯลฯ ทั้งนี้ โครงการแลกเปลี่ยนอาจมีความจำเป็นต้องถูกยกเลิกหรือเปลี่ยนรูปแบบการเรียนการสอนเป็นแบบออนไลน์ ขึ้นอยู่กับสถานการณ์การระบาดของไวรัสโควิด-19 โดยเอกสารการสมัครมีรายละเอียด ดังนี้

1. Application form
2. Letter of academic recommendation
3. Copy of academic transcript
4. Copy of language proficiency test (English/ Japanese)
5. Copy of passport

ผู้สนใจสมัครกรุณาศึกษารายละเอียดโครงการเพิ่มเติมที่ <https://cmu.to/olyiX> และส่งเอกสารประกอบการสมัคร ผ่านคณะต้นสังกัดมายังกองวิเทศสัมพันธ์ ภายในวันที่ 4 มีนาคม 2565 เพื่อดำเนินการในส่วนที่เกี่ยวข้องต่อไป

ข้อเสนอเพื่อพิจารณา:

จึงเรียนมาเพื่อโปรดทราบ และเห็นสมควรแจ้งคณะ/วิทยาลัย เพื่อประชาสัมพันธ์แก่ผู้ที่สนใจทราบ ทั้งนี้ หากพิจารณาเห็นชอบตามเสนอ โปรดลงนามในบันทึกแนบท้ายนี้ ฯพณฯ

ที่ อว 8392 (7)/ ว อา

วันที่ 10 กุมภาพันธ์ 2565

เรียน (/) เลขานุการคณะ/ วิทยาลัย/ สถาบัน

(/) เพื่อโปรดทราบและโปรดพิจารณาเสนอชื่อนักศึกษาที่มีคุณสมบัติหน่วยงานละ 1 ราย (หากประสงค์เสนอชื่อมากกว่า 1 ราย กรุณาจัดลำดับมาด้วย) พร้อมส่งเอกสารการสมัครมายังกองวิเทศสัมพันธ์ ภายในวันที่ 4 มีนาคม 2565 ด้วย จักขอบคุณยิ่ง

(นางสาววรลักษณ์ สุธีวรรณนา)

ผู้อำนวยการกองวิเทศสัมพันธ์

เรียน ผู้ช่วยคณบดี (ผศ.ดร.ณัฐพล แจ้งอักษร)

ผ่าน ปฏิบัติการแทนคณบดีในงานวิเทศสัมพันธ์ (อาจารย์ ดร.ภักดีกุล รัตนนา)

ด้วย Sophia University ประเทศญี่ปุ่น ประชาสัมพันธ์โครงการแลกเปลี่ยน
นักศึกษาระดับ ป.ตรี และบัณฑิตศึกษา Sophia University Exchange Program
for Spring 2022 ระยะเวลา 1 ภาคการศึกษา หรือ 1 ปีการศึกษา ให้แก่นักศึกษา
ที่ศึกษามาแล้วไม่น้อยกว่า 1 ภาคการศึกษา (ยกเว้นชั้นปีสุดท้าย) GPA ไม่น้อยกว่า 3.00
และมีผลการทดสอบภาษาอังกฤษหรือภาษาญี่ปุ่นตามที่กำหนดประกอบการสมัคร
ทั้งนี้ ผู้ที่ได้รับการคัดเลือกจะได้รับยกเว้นเฉพาะค่าธรรมเนียมการศึกษา แต่จะต้อง
รับผิดชอบค่าใช้จ่ายอื่น ๆ ที่เกี่ยวข้อง ได้แก่ ค่าเดินทางระหว่างประเทศ ค่าประกันสุขภาพ
และอุบัติเหตุ ค่าที่พัก ค่าอาหาร ค่าใช้จ่ายส่วนตัว ฯลฯ ด้วยตนเอง รายละเอียดดังแนบ

เห็นควรประชาสัมพันธ์ลงในเว็บไซต์ของหน่วยวิเทศสัมพันธ์ ผู้ที่สนใจสามารถสืบค้น
เพิ่มเติมได้ที่ <https://cmu.to/QQtRR> และหากประสงค์จะสมัครเข้าร่วมโครงการดังกล่าว
โปรดยื่นเอกสารการสมัครมายัง หน่วยวิเทศสัมพันธ์ คณะฯ ภายในวันที่ 1 มี.ค. 2565


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11 ก.พ. 2565

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11 ก.พ. 65

ทราบ ดำเนินการตามเสนอ

ข้อความคำสั่ง (ถ้ามี)

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ผู้ช่วยศาสตราจารย์ ดร.ณัฐพล แจ้งอักษร
(ผู้ช่วยคณบดี)
14 ก.พ. 2565

FACT SHEET

Inbound Exchange Students



上智大学
SOPHIA UNIVERSITY



SOPHIA UNIVERSITY

2022-2023

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

Institution
Sophia University 7-1 Kioi-cho Chiyoda-ku, Tokyo 102-8554 Japan http://www.sophia.ac.jp/eng/index.html

Office
Office of Global Education and Collaboration http://www.sophia.ac.jp/eng/admissions/exchangeprograms Tel.: +81-3-3238-3521 / Fax: +81-3-3238-3554

Contact	
Inbound (from Partners to Sophia) Exchange Student Coordinators	inbound-co@sophia.ac.jp
Outbound (from Sophia to Partners) Exchange Student Coordinators	outbound-co@sophia.ac.jp
Sophia Short-term Programs	ssprgrm-co@sophia.ac.jp
Agreement, General Inquiries	overseas-co@sophia.ac.jp

GENERAL INFORMATION

Foundation	Sophia University is a private Jesuit university founded in 1913 located in the heart of Tokyo, aiming to foster “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	9 undergraduate faculties with 29 departments / 10 graduate schools with 27 programs Total Full-time Student Enrollment: 14,000-15,000 Faculty Staff: 1,450-1,500 (Full time staff from around 25 countries) Number of International Students: 1,500-2,000 (around 80 countries in total)
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

Qualification	<ul style="list-style-type: none"> • 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, TOEIC 730, or Cambridge English Proficiency (CPE) or Advanced (CAE) <Graduate Program of Global Studies> TOEFL iBT 100, TOEFL ITP 600, IELTS 7.0, or TOEIC870 <Japanese-taught Programs> Japanese Language Proficiency Test N1 level (Graduate program may require a higher level for the breakdown score)
Application Materials	For All Applicants: Application Form Recommendation Letter Official transcript in English List of Courses Enrolled in Current Semester Proof of Language Proficiency (see the right*) Certificate of Health Digital Photograph (4cm x 3cm with white background) Photo copy of passport Housing Application (online form) CoE Application Form <div style="float: right; margin-left: 20px;"> *for ALL applicants from non-English-speaking institutions applying for English-taught program: Valid IELTS/ TOEIC/ TOEFL (ITP or iBT)/ Cambridge English results *only for applicants applying for Japanese-taught program: JLPT N1 certificate </div>
Visa Requirements	College Students Visa or other suitable visa status (short-term visit visa will not be allowed)
Application Deadline	Spring entrance (April): November 10 Autumn entrance (September): April 10

ACADEMIC PROGRAM GUIDE

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

English-taught Undergraduate Departments

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
Faculty of Science and Technology (FST)	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
	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

English-Taught Graduate Programs

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: https://www.sophia.ac.jp/eng/program/graduate_p/gpgs/gpgs.html
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.

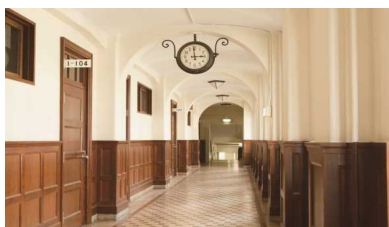
日本語受入学科 Japanese-Taught Departments

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、スペイン語学科、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

Course Information	<p>•Bulletin for spring and autumn semester 2022 will be published in March 2022. Course offer and syllabi may vary each year. Please refer to the latest information available online.</p> <p style="text-align: center;">Website: http://www.sophia.ac.jp/eng/admissions/exchangeprograms/course_info</p>
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> <p style="text-align: center;">Website: http://www.sophia-cler.jp/study/ja/lesson.html</p> <p>Regular Track (4 credits)</p> <p>The regular track offers beginning, intermediate and advanced courses where 100-minute classes meet four or five times per week. This track aims to focus on developing communicative competence through extensive practice by integrating four skills, listening, speaking, reading and writing.</p> <p>Intensive Track (8 credits)</p> <p>The intensive track, which offers four-level intensive courses at basic, intermediate, and advanced levels, is designed for students whose main purpose of coming to Japan is to mainly study Japanese. Sixteen hours of class time per week allow students to spend sufficient time to gain the high level of Japanese proficiency.</p>
Registration Requirements	<p>*Exchange students must register and attend more than 10 hours of classes per week. To fulfill this requirement, attending at least 6 periods (100 minutes constitute one period) every week is necessary.</p>
Course Restriction	<p>•FLA core programs, FST laboratory classes, GPGS compulsory courses, the foreign language courses (except Japanese language), Seminar, Wellness, the Body and Culture, 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.</p>
Credit Restriction (per semester)	<p>Faculty of Liberal Arts: 20 Faculty of Science and Technology: 26</p> <p style="text-align: right;">Graduate Program in Global Studies: 12</p>
Standard Course Load	<p>•Regular Japanese track + 2-4 lecture classes •Intensive Japanese track + 1-3 lecture classes</p> <p style="text-align: right;">• 14 credits of lecture classes or more</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> <p style="text-align: center;">Website: https://www.sophia.ac.jp/eng/admissions/summer/index.html</p>

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 F		Withdrawal Failure	

ACADEMIC CALENDAR in 2022 (subject to change)

	Spring Semester	Autumn Semester
Arrival Date	April 1 (or earlier depending on the quarantine requirements)	September 19 and 20
Orientation	April 2	September 21
JP Placement Test	April 3	September 22
Course Registration	early - mid April	late September - early October
Classes	April 12 - July 22	September 27 - January 23
Final Exams	July 23 - July 30	January 24 - January 31
Transcript Issuance	MID-SEPTEMBER	LATE MARCH
Other Important Academic Information	Summer Recess : July 31 - September 26 Winter Recess : December 25 - January 5 Spring Recess : February 1 - March 31	

ACCOMMODATION AND LIVING EXPENSES

Off-Campus Accommodation	Housing	1 semester (4 months) - 1 year (10 months)
	Sophia Soshigaya International House	220,000 - 590,000 yen
	Sophia-Arrupe International Residence	480,000 - 1,050,000 yen
	Kasai International House for Women	320,000 - 750,000 yen
	Wakejuku for Men	540,000 - 1,200,000 yen
	Azalea House	310,000 - 650,000 yen
	BeGood ZoshigayaEkimae	420,000 - 880,000 yen
	FlatShare SHIN-Otsuka Campus	400,000 - 800,000 yen
	DK House Tokyo Nerima	320,000 - 710,000 yen
	DK House Shinkoiwa	320,000 - 710,000 yen
	DK House Matsudo	290,000 - 630,000 yen
	Social Residence Higashikoganei	320,000 - 730,000 yen
Other Expenses	Meals: 30,000 - 60,000 yen per month/ Public Transportation: 5,000 - 10,000 yen per month Books: 30,000 - 50,000 yen per semester/ Personal Expenses: 30,000 yen per month (depends on)	
Insurance (Mandatory)	Japanese National Health Insurance	Personal Accident Insurance for Students Pursuing Education and Research
	1,500-3,000 yen/ month (depends on resident areas)	800 yen

OTHER INFORMATION

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 270 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
Youtube	https://www.youtube.com/playlist?list=PLPmHXQbKIWTxi0QFyti3D6dUjltt0Uf6d
Instagram	https://www.instagram.com/sophiauniversity/?hl=en



SOPHIA UNIVERSITY



Exchange Program



01

Japan's Pioneer in Global Education

Over 1,500 international students are studying at Sophia University from around the world. Since Sophia has a compact footprint that brings together all faculties and schools on a single campus, the campus functions as a microcosm of global society.

02

Wide Variety of Programs

Sophia University has offered English-medium programs for more than 60 years. Students can study business and economics, science and technology, and environmental studies, all strengths of Japan, in English. Sophia also provides a wide variety of Japanese courses for international students.

03

TOKYO, Japan

Sophia University is centrally located in megacity "Tokyo", a political and economic hub that affords an invaluable opportunity to experience a unique culture in which traditional and modern elements intermingle.



English Taught Undergraduate Programs



Faculty of Liberal Arts

http://www.sophia.ac.jp/eng/program/undergraduate_c/UG_LA

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.

Faculty of Science and Technology

<http://www.st.sophia.ac.jp/english/about-us/index.html>

Green Science 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.

Green Engineering 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.



English Taught Graduate Programs

Global Studies

https://www.sophia.ac.jp/eng/program/graduate_p/gpgs/gpgs.html

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.

Global Environmental Studies

<http://www.genv.sophia.ac.jp/english/index.html>

The curriculum covers three fields: Economics and Business Administration for the Environment, Law and Policies, and Sociology for the Environment and Science and Engineering for the Environment. One of the strategies of this course 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.

Green Science and Engineering

<http://www.st.sophia.ac.jp/english/graduate-studies/index.html>

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 are involved in the teaching. Students are expected to associate with a faculty member and join her/his research group to pursue the advanced education required for thesis research.

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.



日本語受け入れプログラム -Programs taught in Japanese-

学部： 神学部、文学部、総合人間科学部、法学部、経済学部、外国語学部、総合グローバル学部、理工学部
研究科： 神学研究科、実践宗教学研究科、哲学研究科、文学研究科、総合人間科学研究科、法学研究科、
経済学研究科、言語科学研究科、理工学研究科、地球環境学研究科
詳細は本学HPをご参照ください。 <https://www.sophia.ac.jp/jpn/program/index.html>



Japanese Language Program

Offered by the Center for Language Education and Research, Sophia provides multiple tracks and levels of Japanese language courses according to students' needs and linguistic backgrounds. Students who have prior Japanese study experience will be placed to appropriate class level according to the result of Japanese placement test.

<http://www.sophia-cler.jp/study/ja/>

Regular Track

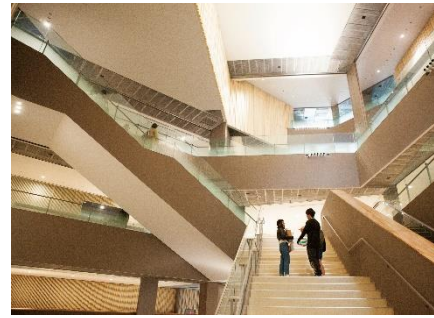
The regular track offers beginning, intermediate and advanced courses where 100-minute classes meet four or five times per week. This track aims to focus on developing communicative competence through extensive practice by integrating four skills, listening, speaking, reading and writing. English is occasionally used for instruction as necessary.

Intensive Track

The intensive track, which offers four-level intensive courses at basic, intermediate, and advanced levels, is designed for students whose main purpose of coming to Japan is to mainly study Japanese. Sixteen 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.

Specialized Japanese Courses

Students at an advanced level can take business Japanese and translation courses in order to prepare for their future career. Academic Japanese courses are also available for students who require the high level of academic skills in order to enroll in undergraduate and graduate courses in specialized disciplines.



General Course Information

http://www.sophia.ac.jp/eng/admissions/exchangeprograms/course_info

Exchange students must register for the equivalent of at least 10 hours of instruction per week.

Exchange students should choose most courses from the departments/graduate program that he/she enrolled in.

Courses NOT open to exchange students:

FLA core programs, FST laboratory classes, GPGS compulsory courses, foreign language courses (except Japanese language), Seminar, the Body and Culture, and Studies in Christian Humanism

Standard Course Load

Regular Japanese track + 2-4 lecture classes

Intensive Japanese track + 1-3 lecture classes



Application requirements

Programs taught in English

TOEFL iBT 79, TOEFL ITP 550, IELTS 6.0, TOEIC730, or Cambridge English Proficiency (CPE) or Advanced (CAE)

only for Graduate Program of Global Studies

TOEFL iBT 100, TOEFL ITP 600, IELTS 7.0, or TOEIC870

Programs taught in Japanese

Level N1 of the Japanese Language Proficiency Test

ALL applicants are strongly expected to have a Grade Point Average of B (3.0) or above in the standard 4-level rating system (A, B, C, D) or equivalent.



Academic Calendar

	Autumn Semester	Spring Semester
Arrival Date and Orientation	Mid-September	Early April
Classes	Mid-September – Late January	Mid-April – Late July
Final Exams	Late January	Late July
Transcript Issuance	Late March	Mid-September
Application Deadline	April 10	November 10

Housing Information

https://www.sophia.ac.jp/eng/admissions/exchangeprograms/housingInfo_costs/index.html

Approximate Accommodation Expenses

Type of Housing (off campus only)	1 semester (4 months) - 1 year (10 months)
Sophia Soshigaya International House	220,000 - 590,000 yen
Sophia-Arrupe International Residence	480,000 - 1,050,000 yen
Kasai International House for Women	320,000 - 750,000 yen
Wakeijuku for Men	540,000 - 1,200,000 yen
Azalea House	310,000 - 650,000 yen
FlatShare SHIN-Otsuka Campus	400,000 - 800,000 yen
DK House Tokyo Nerima	320,000 - 710,000 yen
DK House Shinkoiwa	320,000 - 710,000 yen
DK House Matsudo	290,000 - 630,000 yen
Social Residence Higashikoganei	340,000 - 780,000 yen
BeGood ZoshigayaEkimae	420,000 - 880,000 yen

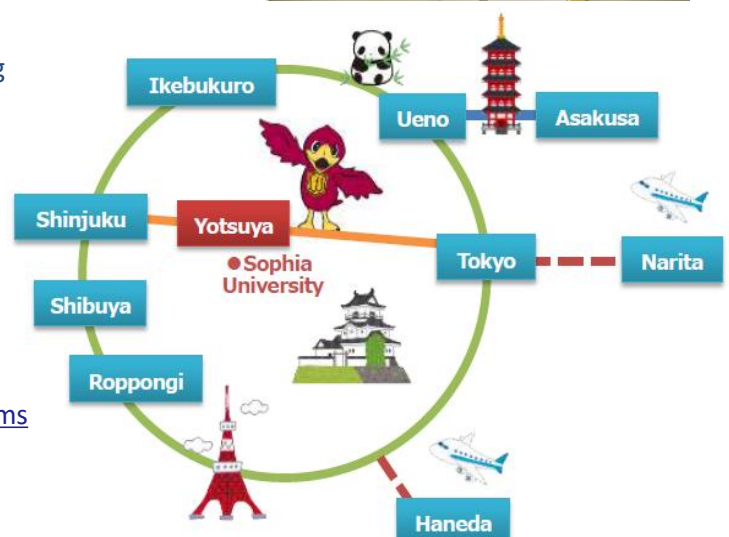


Campus Location : Yotsuya, Tokyo

The campus is centrally located within walking distance of the National Diet and the nation's administrative district, the Imperial Palace, the National Guest House, and many other places of interest. Shinjuku, one of the most exciting areas in Tokyo, is just a 5 minutes train ride away from Yotsuya, the closest station.

Contact Information

Center for Global Education and Discovery
Sophia University
7-1 Kioi-cho Chiyoda-ku, Tokyo 102-8554 Japan
Phone: 81-3-3238-3521 Email: inbound-co@sophia.ac.jp
<http://www.sophia.ac.jp/eng/admissions/exchangeprograms>



Youtube <https://www.youtube.com/playlist?list=PLPmHXQbKIWTxi0QFyti3D6dUjltl0Uf6d>

Instagram <https://www.instagram.com/sophiauniversity/?hl=en>



Exchange Program Application Guideline

Before Applying:

Applicants should make sure that he/she has been officially nominated by their home institutions and check if they meet all criteria listed through the link below.

Qualifications: http://www.sophia.ac.jp/eng/admissions/exchangeprograms/application_info/qualification.html

General rules for submitting applications:

Please read the following instructions for each item carefully before submitting the application documents.

- 1) Application form and other prescribed forms are available online. Account and URL for application portal will be provided after official nomination by the exchange program coordinator of their home institution. Applicants are required to submit online application form and upload application materials through the portal.
- 2) Documents in a language other than English or Japanese have to be translated into English or Japanese and certified by the home institution.

Documents to be Submitted:

- (1) Application form (downloaded after completing online application form via portal)
- (2) Letter of academic recommendation (form provided)
- (3) Official academic transcript(s)
- (4) List of courses currently enrolled (if not listed on the transcript)
- (5) TOEFL / IELTS(Academic) / TOEIC / Cambridge English* official test report
(for ALL the applicants from non-English-speaking institutions applying for English-taught program- see” (5) English Aptitude Proof “below for further details.)
- (6) JLPT official test report
(only for applicants applying for Japanese-taught program)
- (7) Certificate of health (form provided)
- (8) Digital color photo (jpg format, length 4cm × width 3cm, white background)
- (9) Photocopy of passport
- (10) Essay explaining motivation and academic background for GPGS courses
(only for applicants applying for the Graduate Program in Global Studies)
- (11) Application for Certificate of Eligibility (CoE)
- (12) Housing Application

(1) Application Form (Complete and Download PDF through online)

The applicant must specify the semester and the department/ graduate program for which he/she is applying.

The applicant should refer to the course information on the website when filling out the list of courses he/ she intends to take at Sophia. In principle, students should only choose courses offered by the department/ graduate programs he/ she intends to apply.

Course Information : http://www.sophia.ac.jp/eng/admissions/exchangeprograms/course_info.html



*Japanese language courses are not mandatory for exchange students.

*The updated course information for next year will not be released until March each year, so please refer to the current course information at the time of application. You can change courses during course registration period after coming to Sophia, so you need not to worry about the courses at this point.

The applicant is also required to fill in the academic essay. Generally, the essay should be about the applicant's reasons for wishing to study at Sophia, precise areas of intended study at the departments/graduate program the applicant applies to and how the study in Sophia relates to the applicant's previous experience as well as future goals. Once complete the online application form, you can download the form in PDF. Please upload the PDF application from through portal together with other application documents.

(2) Letter of Recommendation (Form Provided)

Letter must be completed by professor/ lecturer who has taught the applicant in an academic course at his/her home institution.

If the professor/ lecturer would not like to share the letter with students, they can send the letter directly to our office by email (inbound-co@sophia.ac.jp).

(3) Official Academic Transcript(s)

Transcripts must be **OFFICIAL** documents issued by the home institution. Student copies are NOT acceptable. Applicants must have completed at least one semester at their home institutions by the time of applying.

Explanations of the grading system used at the applicant's home university should be attached to the transcript(s).

UNDERGRADUATE programs applicants

Provide latest official transcript(s) of currently enrolled undergraduate level institutions.

GRADUATE programs applicants

Provide bachelor diploma copy with latest official transcript(s) of all previous undergraduate and graduate studies.

Applicants for spring semester entrance: submit transcript including grades of previous spring semester.

Applicants for autumn semester entrance: submit transcript including grades of previous autumn semester.

Notes:

*Applicants are expected to have a Grade Point Average of B (3.0) or higher in the standard 4-level rating system (A, B, C, D). Those who do not fulfill the requirement will be rejected. For more information, see following website.

Qualifications: http://www.sophia.ac.jp/eng/admissions/exchangeprograms/application_info/qualification.html

*Applicants who have previously studied in Japan under student visa should provide a copy of transcript issued by the related Japanese institution.

(4) List of courses currently enrolled

Include the list of courses in progress if not printed on transcript.



(5) English Aptitude Proof

REQUIRED for applicants from non-English-speaking institutions applying to Sophia's English taught program.

Minimum score for each test is as following:

-79 on TOEFL iBT / 550 on TOEFL ITP / 6.0 on IELTS(Academic) / 730 on TOEIC/

Cambridge English Proficiency (CPE) or Advanced (CAE)

Applicants who apply for **the Graduate Program in Global Studies** are expected to have a higher English ability. Applicants who cannot fulfill the following minimum language requirement will be denied the entrance into the program.

-100 on TOEFL iBT / 600 on TOEFL ITP / 7.0 on IELTS(Academic) / 870 on TOEIC

(Cambridge English is not acceptable)

*Test date of the certificate must be before the application deadline. If applicant's test result is not released by the due date, submit a letter of explanation including the following:

- test date

- expected date of test result to be released

(6) Japanese Language Aptitude Proof

Japanese Language Proficiency Test **N1** level certificate (日本語能力試験 N1) is required for non-native Japanese speakers applying to Japanese-taught undergraduate / graduate programs.

A very few number of Japanese-taught departments may accept students with JLPT N2 level or other certificates of your Japanese language skills. Applicants should consult in advance with the Center for Global Education and Discovery through the international office at home university if he/she wishes to apply for department/graduate programs taught in Japanese.

For those who are applying to Japanese-taught graduate program, a higher level may be required for the breakdown score in addition to passing the N1 level.

For details and overseas testing of the Japanese Language Proficiency Test, refer to: <http://www.jlpt.jp/e/index.html>

(7) Certificate of Health (Form Provided)

All applicants should submit the Certificate of Health completed within 6 months prior to the application period, signed by a practicing physician and indicating that the applicant is physically fit to study abroad and do the required academic work. All items on the certificate must be filled out.

***Chest X-ray test is mandatory**. Please indicate the results and **date of X-ray examination**.

*Note: applicants with special needs should consult the Center for Global Education and Discovery in advance.

(8) Digital Color Photo

Submit one digital photo data, as well as attach one digital photo on the CoE application form.



No edge; **EXACT SIZE (length 4cm×width 3cm)**; of full front view with plain white background.

The digital photo must be high resolution in “.jpg” or “.jpeg”.

Specifications for photos to be submitted:

https://www.isa.go.jp/en/applications/guide/photo_info.html

(9) Photocopy of Passport

Submit a photocopy of applicant's passport personal information page. Renew passport if it will expire during the exchange period at Sophia.

*Applicant with Japanese nationality should enter Japan with his/her Japanese passport.

(10) Essay explaining motivation and academic background for GPGS courses

(only for applicants applying for the Graduate Program in Global Studies)

Applicants to the Graduate Program in Global Studies are required to attach a separate document which list all courses they wish to take, indicating for each the relevance to their degree of study in their home institution and their background for the course.

(11) Application for Certificate of Eligibility (CoE)

Certificate of Eligibility (CoE) is necessary for applicants who do not hold a Japanese citizenship.

Please submit the completed CoE application form in **Excel format through online application portal**.

- Form and sample of CoE application with instructions can be downloaded from the “Documents” in the online application portal. Please refer to the sample and fill out all items carefully (there are 5 sheets to be filled).

*Applicant with Japanese nationality will not need to submit CoE application form and Sophia University will not apply for their CoE.

(12) Housing Application

ALL applicants must submit the housing application regardless of whether they wish to make accommodation arrangements through Sophia or not.

If applicants wish to make the accommodation arrangement through Sophia, they must fill out all sections.

Since housing allocation works on first come, first served basis, early submission is encouraged for higher priority in housing placement.

Exchange Coordinator:

Sophia University

Center for Global Education and Discovery

7-1, Kioi-cho, Chiyoda-ku, Tokyo, Japan, 102-8554

tel: +81-3-3238-3521 email: inbound-co@sophia.ac.jp

Sophia University Exchange Program

Guide for Online Nomination/ Application portal for Partner University

IMPORTANT

Log-in account, password and URL for online nomination portal will be sent to each coordinator at our partner universities via email once the online nomination period is open.

After receiving the email, please nominate your students following the instructions below.

Step 1

Go to the designated URL and log-in with ID and password sent via email.

Partner Portal

This system is designed to work with the following browsers:

- Internet Explorer 8.0 or above
- Mozilla Firefox
- Safari
- Google Chrome

If you experience problems with your browser, please try upgrading to one of the above browsers.

Step 2

Click “Nomination” or “Outbound (Sending to Sophia).”

(before around March 2022) Click “Nomination”.

Sophia University

TOP MENU Nomination

Study Abroad Progress

Welcome to the Study Abroad Progress page for Hanyang University.
 To nominate students to study abroad at Sophia, please click [here](#), or use the "Nomination" link at the top.
 Below is a list of students from **Hanyang University** who are applying to study at Sophia, are currently enrolled here, or used to be enrolled here.

Please click a student's name to see the Study Abroad Progress screen he/she sees when applying for and studying abroad at Sophia.

(after around March 2022) Click "Outbound (Sending to Sophia)".

Sophia University

TOP MENU Outbound (Sending to Sophia) Inbound (Receiving from Sophia)

Study Abroad Progress

Welcome to the Study Abroad Progress page for Universite d'Abomey-Calavi.
 To nominate students to study abroad at Sophia, please click [here](#), or use the "Nomination" link at the top.
 Below is a list of students from **Universite d'Abomey-Calavi** who are applying to study at Sophia, are currently enrolled here, or used to be enrolled here.

Please click a student's name to see the Study Abroad Progress screen he/she sees when applying for and studying abroad at Sophia.

Step 3

Choose the semester you would like to nominate students from the pull-down list and click "NEW."

Sophia University

TOP MENU Nomination

Nomination

You have nominated 0 students to study abroad in Autumn Semester 2019 .

Please click the "New" button to add more students. NEW


If you make a mistake on your online nomination form, please contact the Center for Global Education and Discovery (su_inbound@cl.sophia.ac.jp).
 Please do not click the "New" button to re-submit or update a previous nomination.

Name	Sex	Date of Birth	Status	Sent Date	Receipt	Receipt Date	Command
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Step 4

Complete all the information and click “Submit.”

Before submitting the nomination, you could temporarily save the information and check for errors by clicking on “Save & Error Check.”

 Nomination

*This question requires an answer.

Autumn Semester 2019

	Period	Final Exams	Transcript Issuance
Spring Semester	April 1 - September 20	end of July	mid September
Autumn Semester	September 21 -March 31	end of January	late March

Regarding contact person:

Institution

Outbound Coordinator *

Outbound Coordinator E-mail *

Outbound Coordinator Phone number *

Mailing address *
This is used when we send Acceptance Packages and Transcripts.
Please include your department, city, state, and postal code. Please do not write P.O. Box.

Regarding your nominated student:

Your name will be automatically converted to capital letters. 入力した氏名は大文字に自動変換されます。

First Name (Given Name) *

Middle Name

Last Name (Surname) *

Student E-mail *

Sex * M F

Date of Birth *

Starting Term * FA2019

Enrollment Duration * FA2019 SP2020

Please carefully review the details above then click Submit to send the nomination to Sophia.

IMPORTANT

The mailing address indicated here is used when we send Acceptance Packages and Transcripts. Please include the name of your office department, city, state, and postal code. Please do NOT write P.O. Box.

Once you have completed this online nomination, the student will receive an email with the link to log-in the application portal.

If students do not receive the email within 3 business days from our office, please let

us know.

Step 5

Students are required to complete the online application form. After completing online application form, the following materials are required to be uploaded through online portal.

List of Documents to be Submitted

- (1) Application form (2 pages to be downloaded in PDF after online submission)
- (2) Letter of academic recommendation (form provided)
- (3) Official academic transcript(s)
- (4) List of courses currently enrolled (if not listed on the transcript)
- (5) Valid IELTS/ TOEIC/ TOEFL (ITP or iBT) results for English-taught program applicants
- (6) JLPT test report (N1) for Japanese-taught program applicants
- (7) Certificate of health (form provided)
- (8) Digital color photo (jpg format, length 4cm × width 3cm, white background)
- (9) Photocopy of passport
- (10) Essay explaining motivation and academic background for GPGS courses
*only for applicants applying for the Graduate Program in Global Studies
Applicants to the Graduate Program in Global Studies are required to submit a document which list all courses they wish to take, indicating for each the relevance to their degree of study in their home institution and their background for the course.
- (11) CoE application form
- (12) Housing application

After uploading all the required application documents through portal, applicants must send an email to our office, "inbound-co@sophia.ac.jp" with the title "Application for Exchange Program (Home Institution/ Student's Name) and let us know that they completed online application.

After receiving their email, we will check all the documents and give feedback for each student in order to advise about missing information and documents so that they can correct and complete application documents.

Notes:

- All application forms are available online to be downloaded.
- Documents printed in a language other than English or Japanese have to be translated into English or Japanese and certified by the home institution.