

FACT SHEET

Incoming Exchange Students



上智大学
SOPHIA UNIVERSITY



SOPHIA UNIVERSITY

2019-2020

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	
Contact Office	
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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
Outgoing Exchange Student Coordinators	Ms. Chikoto KUROKI Ms. Rei UCHIMURA Ms. Chihiro YAMAMOTO

GENERAL INFORMATION

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	<ul style="list-style-type: none"> * 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	<ul style="list-style-type: none"> * 9 undergraduate faculties with 29 departments * 10 graduate schools with 26 programs * Total Full-time Student Enrollment: 14,000-15,000 * Number of International Students: 1,500-2,000 (76 countries in total) * Faculty Staff: 1,450-1,500 (Full time staff from 22 countries) * Administrative Staff: 350-400
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, 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: <ul style="list-style-type: none"> • Application Form (to be submitted and printed via online) • Recommendation Letter • Official ORIGINAL transcript in English • List of Courses Enrolled in Current Semester • Certificate of Health • 3 Photographs (4cm x 3cm with plain background) • Photo copy of passport • Housing Application (online submission) 	Applicants from Non-English Taught Academic Programs: <ul style="list-style-type: none"> • Valid IELTS/ TOEIC/ TOEFL (ITP or iBT) results Japanese Department / Graduate Programs Applicants: <ul style="list-style-type: none"> • JLPT N1 Test Result
Online Submission	Submit application form for Certificate of Eligibility through online application 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

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: http://gpgs fla.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.

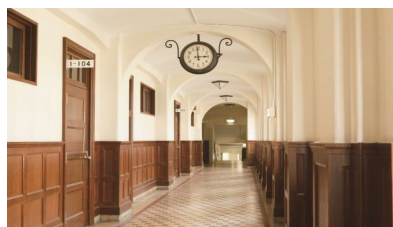
日本語受入学科 Japanese-Taught Departments

[各学部学科・研究科情報: http://www.sophia.ac.jp/jpn/program](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 2019 will be published in March 2019. Course offer and syllabi may vary each year. Please refer to the latest information available online.</p> <p>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>Website: http://www.sophia-cler.jp/study/ja/lesson.html</p>		
	Regular Track (4 credits)		
	<p>The regular track offers beginning, intermediate to advanced courses where 100-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	<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 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 • 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>Website: https://www.sophia.ac.jp/eng/admissions/summer/index.html</p>		
Japanese Language Courses (Extension Program) *fee paying	<p>The Center for Extension Programs provides some Japanese language courses for beginners - intermediate levels. Students attending the extension programs are required to pay tuition fee (35,100 JPY for 13 classes held in one semester), but 20 % of discount will be applied to exchange students. The extension program is suitable for students who would like to learn Japanese to "survive" in Japan or who would like to learn Japanese without taking a lot of times for assignment and quizzes while enrolling in academic subject courses at faculties. Note that credits/transcripts WILL NOT be offered for the extension programs.</p> <p>Website: https://www.sophia.ac.jp/eng/admissions/jlc/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		Withdrawal	
	F		Failure	

ACADEMIC CALENDAR

	Spring Semester	Autumn Semester
Arrival Date	April 1 in 2019	September 19 and 20 in 2019
Orientation	April 2-3 in 2019	September 21 in 2019
Japanese Placement Test	April 3 in 2019	September 22 in 2019
Course Registration	April 2 - 18 in 2019	September 22 - October 3 in 2019
Classes	April 12 - July 26 in 2019	September 27 - January 21 in 2019-20
Final Exams	July 27 - August 3 in 2019	January 22 - 29 in 2020
Transcript Issuance	MID-SEPTEMBER	LATE MARCH
Other Important Academic Information	Summer Recess : August 4 - September 26 in 2019 Winter Recess : December 24 - January 5 in 2019-20 Spring Recess : January 30 - March 31 in 2020	

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	470,000 - 1,050,000 yen
	Kasai International House for Women	320,000 - 750,000 yen
	Wakeijuku for Men	500,000 - 1,200,000 yen
	Azalea House	300,000 - 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	320,000 - 750,000 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

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

