FACT SHEET
Incoming Exchange Students

SOPHIA UNIVERSITY

2020-2021

叡智が世界をつなぐ
Sophia – Bringing the World Together
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
* 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 26 programs
* Total Full-time Student Enrollment: 14,000-15,000 / * Faculty Staff: 1,450-1,500 (Full time staff from 22 countries)
* Number of International Students: 1,500-2,000 (75-80 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
- 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 TOEIC870
- Japanese-taught Departments/ Graduate Programs: Japanese Language Proficiency Test N1 level

Application Materials
For All Applicants:
- 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:
- 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 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
<table>
<thead>
<tr>
<th>Levels of Study</th>
<th>Undergraduate and Graduate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Language of Instruction</td>
<td>Japanese or English</td>
</tr>
</tbody>
</table>

**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](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.

**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](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](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](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.
  - Website: [http://www.st.sophia.ac.jp/english/graduate-studies/index.html](http://www.st.sophia.ac.jp/english/graduate-studies/index.html)

**Japanese-Taught Departments**

**Faculty of Science**
- **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](https://www.sophia.ac.jp/eng/program/undergraduate_c/UG_LA/index.html)

**Faculty of Engineering**
- **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.

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COURSE GUIDE

Course Information
- Bulletin for spring and autumn semester 2021 will be published in March 2021. 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
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.

Website: http://www.sophia-cler.jp/study/ja/lesson.html

Regular Track (4 credits)
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.

Intensive Track (8 credits)
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.

Registration Requirements
- 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.

Course Restriction
- 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.

Credit Restriction (per semester)
Faculty of Liberal Arts: 20
Faculty of Science and Technology: 26
Graduate Program in Global Studies: 12

Standard Course Load
- Regular Japanese track + 2-4 lecture classes
- Intensive Japanese track + 1-3 lecture classes
- 14 credits of lecture classes or more

Short-term Programs
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.

Website: https://www.sophia.ac.jp/eng/admissions/summer/index.html

CREDIT EXPLANATION & GRADING SYSTEM

Credits
- 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

Type of course

<table>
<thead>
<tr>
<th>Grade</th>
<th>Scale</th>
<th>Description</th>
<th>Quality Point Index</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>100 - 90</td>
<td>Excellent</td>
<td>4.0</td>
</tr>
<tr>
<td>B</td>
<td>89 - 80</td>
<td>Good</td>
<td>3.0</td>
</tr>
<tr>
<td>C</td>
<td>79 - 70</td>
<td>Satisfactory</td>
<td>2.0</td>
</tr>
<tr>
<td>D</td>
<td>69 - 60</td>
<td>Passing</td>
<td>1.0</td>
</tr>
<tr>
<td>W</td>
<td></td>
<td>Withdrawal</td>
<td></td>
</tr>
<tr>
<td>F</td>
<td></td>
<td>Failure</td>
<td></td>
</tr>
</tbody>
</table>
## ACADEMIC CALENDAR

<table>
<thead>
<tr>
<th></th>
<th>Spring Semester</th>
<th>Autumn Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arrival Date</td>
<td>April 1 in 2020</td>
<td>September 17 and 18 in 2020</td>
</tr>
<tr>
<td>Orientation</td>
<td>April 2 in 2020</td>
<td>September 21 in 2020</td>
</tr>
<tr>
<td>JP Placement Test</td>
<td>April 3 in 2019</td>
<td>September 22 in 2020</td>
</tr>
<tr>
<td>Course Registration</td>
<td>April 2 - 19 in 2020</td>
<td>September 21 - October 4 in 2020</td>
</tr>
<tr>
<td>Classes</td>
<td>April 13 - July 24 in 2020</td>
<td>September 28 - January 24 in 2020-21</td>
</tr>
<tr>
<td>Final Exams</td>
<td>July 25 - August 1 in 2020</td>
<td>January 25 - February 1 in 2021</td>
</tr>
<tr>
<td>Transcript Issuance</td>
<td>MID-SEPTEMBER</td>
<td>LATE MARCH</td>
</tr>
<tr>
<td><strong>Other Important Academic Information</strong></td>
<td>Summer Recess : August 2 - September 27 in 2020</td>
<td>Winter Recess : December 24 - January 5 in 2020-21</td>
</tr>
</tbody>
</table>

## ACCOMMODATION AND LIVING EXPENSES

<table>
<thead>
<tr>
<th>Off-Campus Accommodation</th>
<th>Housing</th>
<th>1 semester (4 months) - 1 year (10 months)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sophia Soshigaya</td>
<td>220,000 - 590,000 yen</td>
<td></td>
</tr>
<tr>
<td>International House</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sophia-Arrupe</td>
<td>470,000 - 1,050,000 yen</td>
<td></td>
</tr>
<tr>
<td>International Residence</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Kasai International</td>
<td>320,000 - 750,000 yen</td>
<td></td>
</tr>
<tr>
<td>House for Women</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wakejuku For Men</td>
<td>510,000 - 1,200,000 yen</td>
<td></td>
</tr>
<tr>
<td>Azalea House</td>
<td>310,000 - 650,000 yen</td>
<td></td>
</tr>
<tr>
<td>BeGood Zoshigaya</td>
<td>420,000 - 880,000 yen</td>
<td></td>
</tr>
<tr>
<td>Ekimae</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FlatShare SHIN-Otsuka</td>
<td>400,000 - 800,000 yen</td>
<td></td>
</tr>
<tr>
<td>Campus</td>
<td></td>
<td></td>
</tr>
<tr>
<td>DK House Tokyo</td>
<td>320,000 - 710,000 yen</td>
<td></td>
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<tr>
<td>Nerima</td>
<td></td>
<td></td>
</tr>
<tr>
<td>DK House Shinko</td>
<td>320,000 - 710,000 yen</td>
<td></td>
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<tr>
<td>Shinka Campus</td>
<td></td>
<td></td>
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<tr>
<td>DK House Matsudo</td>
<td>290,000 - 630,000 yen</td>
<td></td>
</tr>
<tr>
<td>Social Residence</td>
<td>340,000 - 780,000 yen</td>
<td></td>
</tr>
<tr>
<td>Higashikoganei</td>
<td></td>
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</tbody>
</table>

| 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) | |

<table>
<thead>
<tr>
<th>Insurance (Mandatory)</th>
<th>Japanese National Health Insurance</th>
<th>Personal Accident Insurance for Students Pursuing Education and Research</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1,500-3,000 yen / month</td>
<td>800 yen</td>
</tr>
<tr>
<td></td>
<td>(price differs from resident areas)</td>
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</tr>
</tbody>
</table>

## 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](http://www.sophia.ac.jp/eng/studentlife/support/EA)