

# TOKYO METROPOLITAN UNIVERSITY FACT SHEET 2016-2017



## A. University Information

University name	TOKYO METROPOLITAN UNIVERSITY
Website address	<a href="http://www.tmu.ac.jp/english/">http://www.tmu.ac.jp/english/</a>
Establishment	2005 (former TMU established in 1949)
Enrollment	9,263 (Undergraduate 6,952, Graduate 2,301, Other 10) Including 435 international students as of May 1, 2015
Faculty/staff	1,112 (Academics 686, Staff 426) as of May 1, 2015
Number of campuses	7
Main campuses	<p><b><u>Minami-Osawa Campus</u></b>            Faculties: Urban Liberal Arts, Urban Environmental Sciences, System Design (1<sup>st</sup> &amp; 2<sup>nd</sup> year students), Health Sciences (1<sup>st</sup> year students)            Address: 1-1 Minami-Osawa, Hachioji, Tokyo 192-0397 Japan            *English-taught classes are offered mainly at Minami-Osawa Campus.</p> <p><b><u>Hino Campus</u></b>            Faculty: System Design (3<sup>rd</sup> &amp; 4<sup>th</sup> year students)            Address: 6-6 Asahigaoka, Hino, Tokyo 191-0065 Japan</p> <p><b><u>Arakawa Campus</u></b>            Faculty: Health Sciences (2<sup>nd</sup> year to 4<sup>th</sup> year students)            Address: 7-2-10 Higashi-Ogu, Arakawa, Tokyo 116-8551 Japan  <a href="http://www.tmu.ac.jp/english/university/campusmap">http://www.tmu.ac.jp/english/university/campusmap</a></p>
Mission	- TMU's mission : "Pursuing for an ideal human society" by engaging in research and education of a wide range of knowledge and specialized fields; achieving benefits relevant to an metropolis through collaboration of industries, research institutes and higher education institutions; nurturing young individuals of profound humanity and creativity in order to work for advancement of human society.

## B. Contact Information

Office name	International Affairs Office
Telephone & FAX	Tel:+81-42-677-2030 Fax:+81-42-677-5644
Website	<a href="http://www.ic.tmu.ac.jp/english/">http://www.ic.tmu.ac.jp/english/</a>
Contact (incoming students)	International Student Exchange Section Inbound-to-tmu@jmj.tmu.ac.jp
Contact (outgoing students)	International Student Exchange Section outbound@jmj.tmu.ac.jp
Other contact person	Tsutomu Okubayashi (Mr.) Head, International Student Exchange Section ryugawww@tmu.ac.jp
Other contact person	Tetsurou Kokushou (Mr.) Head, International Relations Section kokusai-center@jmj.tmu.ac.jp

### C. 2016-2017 Academic Calendar

Recommended arrival dates	2016 Spring: April 4, 2016 2016 Autumn: September 27, 2016
Orientations	2016 Spring: April 5, 2016 2016 Autumn: The end of September, 2016
Classes begin	2016 Spring: April 7, 2016 2016 Autumn: October 3, 2016 *Each semester consists of 15 weeks.
Classes (exams) end	2016 Spring: August 5, 2016 2016 Autumn: February 13, 2017

### D. Admissions

The number of exchange students TMU can receive per academic year	Basic principle: 4 semester students (*One student enrolled for one academic year (two semesters) is equivalent to two students enrolled for one semester.) *Depending on the agreement with each partner, the number may differ.
Application deadlines for TMU exchange program	2017 Spring : November 15, 2016 2016 Autumn: May 16, 2016
Application and supporting documents	<p><u>Prescribed Forms</u></p> <p>*Forms will be sent to partners with the application guideline</p> <ol style="list-style-type: none"> <li>1. Application Form for the Student Exchange Program</li> <li>2. Health Certificate (issued within 6 months)</li> <li>3. Application Form for a Certificate of Eligibility</li> <li>4. Financial Plan for studying in Japan</li> <li>5. Letter of Pledge</li> <li>6. Checklist of Desired Field of Study at TMU</li> <li>7. Japanese Language Evaluation Sheet for TMU Exchange Program</li> <li>8. JASSO Scholarship Application Form</li> </ol> <p><u>Documents issued by a partner university or other authorities concerned</u></p> <ol style="list-style-type: none"> <li>9. Official Transcript issued by home university</li> <li>10. Certificate of Enrollment issued by home university</li> <li>11. Passport copy (PDF format preferable) Copy of the page with his/her name, photo, nationality, passport number and expiry date</li> <li>12. Photo of applicant (4cm x 3cm, printable: PNG, JPEG, or PDF acceptable)</li> </ol> <p>*For details, please read the application guideline carefully.</p>
Minimum GPA Requirement	None
Minimum <u>English</u> language requirement	None
Does TMU accept students with minimum <u>English</u> ?	Yes. Consultation with instructors of each course is necessary before course registration.

Minimum <u>Japanese</u> Language Requirement	None for the SATOMU* program (Courses instructed in English) *SATOMU (Semester Abroad at Tokyo Metropolitan University): <a href="http://www.ic.tmu.ac.jp/english/study_abroad/satomu.html">http://www.ic.tmu.ac.jp/english/study_abroad/satomu.html</a>  Yes, for those who wish to take courses offered in Japanese. It is preferable that those students have a level of Japanese equivalent to the Japanese Language Proficiency Test N1.
Does TMU accept students who do not meet the <u>Japanese</u> language requirement?	Yes. SATOMU program permits students with minimum Japanese to take courses conducted in English. Also, students are strongly recommended to take credit-bearing Japanese language courses provided at 7 levels, starting from the zero level.

### E. CLASSES and COURSES

Principle used language	Most classes at TMU are taught in Japanese
Are there any courses not open to exchange students?	Full-time students have registration priority for courses instructed in Japanese. Those who wish to take courses in Japanese need to consult with a course instructor before registration.
Any program taught in <u>English</u> Fields of study Number of courses Course list	“SATOMU Program” 2016 Spring semester: 20 courses in 6 fields of study. Autumn semester: 27courses in 5 fields of study. <a href="http://www.ic.tmu.ac.jp/english/study_abroad/satomu.html">http://www.ic.tmu.ac.jp/english/study_abroad/satomu.html</a>
Workload/ Completion requirements for exchange students	Exchange students take 7 or 8 courses (about 10 - 14credits depending on the type of courses) per semester. For the immigration purpose (to maintain a full-time student status), students are required to have 10.5 hours of in-class study (7 courses) or research work per week.  Completion requirement for SATOMU program participants: 7 credits for each semester (Students are required to earn the set number of credits from courses in English and Japanese language courses.)  There is no completion requirement for those taking courses in Japanese.
Self-Assessment for Japanese language course	Mandatory for exchange students at all levels. Self-Assessment sheets will be handed at the orientation.
Length of one period of class	90 minutes (1.5 hours) *Two-credit course usually meets once a week for 90 minutes.
Number of credits per class	2 credits or 1 credit (Japanese language courses and some other courses)
Minimum of credits/course load (if any)	N/A. However, as mentioned above, students need to be in class/research for 10.5 hours or more per week during the semester.

Maximum of credits/course load (if any)	N/A
Course registration period	Within 2 weeks from the first day of class of each semester Registration will be done after arrival at TMU with the help from the International Affairs Office.

\* Please note that there are some courses not available to take: Select courses so as not to affect credit points required for your graduation.

## F. Accommodation and living

Accommodation for exchange students	Guaranteed Accommodation will be automatically allocated by TMU.
Types and fees Accessibility to the nearest campus	<p>All exchange students are required to live in either off-campus apartment mentioned below. <u>Please note that students will NOT be able to select their accommodation.</u></p> <p><b>1.ReENT Tamadaira</b> Access: 12 minute walk to Hino Campus, 30 minutes by free campus shuttle to Minami-Osawa Campus Rent: 30,000 Japanese yen per month with utilities included</p> <p><b>2. Share Place Seiseki-sakuragaoka</b> Access: 30 minutes by Route Bus to Minami-Osawa Station Transportation costs is about 10,000 yen per month. Rent: 32,000 Japanese yen per month with utilities included</p> <p>Both are shared apartment with single bedrooms and a common kitchen and shower rooms. Each bed room is equipped with a bed, desk and chair, a closet, and air conditioner.</p> <p><b>Advance Payment:</b> Admitted students will be asked to pay the accommodation fee for the entire duration of their stay (one semester or two semesters) BEFORE their arrival by wire transfer. Students will be also required to pay the deposit and it is equal to one month's rent. The deposit will be used as room cleaning fee and additional repairing expenses if necessary. After the room inspection, the refundable amount will be determined and return to students by cash at the International Affairs Office.</p>
Housing application	Students will be asked to submit a housing application after TMU confirms their acceptance to the exchange program. The application form will be sent with the Acceptance letter.
Check-in dates (Subject to change)	Spring 2016: April 4, 2016 Autumn 2016: September 27, 2016
Latest Check-out dates	Spring 2016: August 31, 2016 Autumn 2016: February 28, 2017
Notes on housing	Futon mattress, comforter, pillow, and bed linens can be rented for the entire duration of stay. 16,200 JPY per set

Living costs	About 50,000 - 80,000 Japanese yen per month (meals, books, cell-phone prescription fee, transportation, etc. Excluding rent)
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**G. Others**

Airport pick-up service	Available *only for those who arrive on the designated check-in date
Insurance requirement	All international students need to be registered under the National Health Insurance.(Fee: 10,000 Japanese yen per year) All registration and payment procedures will be done after arrival at TMU.
Vaccination requirement	None