Sophia University
Tokyo, Japan

About:
Located in the center of Tokyo, Sophia offers a very diverse and vibrant atmosphere. Students who attend Sophia can go for any discipline within their Faculty of Liberal Arts. All of the programs are taught in English, and can be combined with a Japanese Language Study Program. In addition, students with an intermediate to advanced level of Japanese language have the opportunity to take courses in Japanese in all different disciplines. Their academic calendar is made up of two semesters, the autumn semester running from September to February and the spring semester from April to July.

Quick Facts:
- Private University
- Founded in 1913 as the first Catholic University in Japan
- Approximately 12,629 Students (2009)
- Approximately 881 International Students (2009)
- Approximately 1,457 Faculty and Staff Members (2009)
- Research and student exchange agreements with 148 universities in 35 countries.
- 7% of the students are international students and 17% of the faculties are from countries other than Japan.

Faculties:
- Faculty of Theology
- Faculty of Humanities
- Faculty of Human Sciences
- Faculty of Law
- Faculty of Economics
- Faculty of Foreign Studies
- Faculty of Liberal Arts (Taught in English)
- Faculty of Science and Technology

Courses Offered in English:
- Comparative Culture
- Social Studies
- International Business and Economics

Estimated Costs:
100 Japanese Yen = USD 1.00

- Accommodation= JPY 7,000-80,000
- Meals= JPY 30,000
- Local Travel= JPY 5,000-10,000
- Cell Phone- JPY 10,000
- Personal Expenses= JPY 20,000 (depending on lifestyle and budget).
Fun Facts about Tokyo

- Sophia University is one of the leading Japanese universities and is famous for its international climate; taking its name Sophia from the Greek sophia meaning “wisdom.”

- Sophia's main campus, at Yotsuya, is an urban campus, consisting of roughly 25 large, modern buildings in the center of Tokyo (specifically in Chiyoda, Tokyo).

- Sophia’s alumni are commonly referred to as the “Sophians.”

- Tokyo is the capital of Japan, located on Honshu Island. The name means “east” and “capital”.

- Central Tokyo has a population of 12 million people. The Greater Tokyo Area is estimated at over 35 million people. The city has 5,751 people per square kilometer.
  - The Greater Tokyo Area that includes Tokyo, Chiba, Kanagawa, and Saitama, is the most densely populated metropolitan area in the world.

- Tokyo is one of the three world finance ‘command centers’, apart from New York and London.

- Railways in Tokyo have the most extensive urban railway network in the whole world.

- Popular Hollywood flicks like ‘The Fast and the Furious’, ‘Kill Bill’ and ‘Lost in Translation’ have been filmed in Tokyo.

http://www.sophia.ac.jp/eng/e_top
Courses Taught in English through the Faculty of Liberal Arts

- Cultural and Social Anthropology
- Visual Methods in Anthropology
- Gender and Societies
- Nature, Culture and Technology
- Anthropology and Modern Society
- Anthropology Practicum
- Individual Culture and Society
- Introduction to Art History
- Introduction to Asian Art
- Introduction to Japanese Art
- Survey of Western Art 2
- Survey of Japanese Art 1
- Survey of Chinese Art 2
- Studies in Art History
- History and Theory of Architecture
- Topics in Chinese Art History
- Comparative Art History 2
- Seminar in Art History 1
- Basic Chinese 1
- Basic Chinese 2
- Intermediate Chinese 1
- Intermediate Chinese 2
- Computer Skills 1
- Computer Skills 2
- Computer Skills 3
- Computer Skills 4
- Basic Skills (Writing)
- Basic Skills (Reading)
- English Composition 1
- English Composition 2
- Public Speaking
- Environmental Issues 1
- Environmental Issues 2
- Basic French 1
- Intermediate French 1
- Intermediate French 2
- Advanced French 1
- Advanced French 2
- Human Geography
- Geography
- History of Western Civilization 2
- Development of Japan Civilization 1
- Development of Japan Civilization 2
- History of Chinese Civilization 1
- Topics in History
- Japanese Women’s History
- Modern Korean History
- Religion and Society in Japan
- Seminar in Modern Japanese History 1
- Seminar in Japanese History
- The European Power and East Asia
- Principles of Economics (Micro)
- Principles of Economics (Macro)
- Principle of Management
- Introduction to Accounting
- Management Accounting
- Financial Management
- Intermediate Micro
- Marketing
- Public Economics
- Human Resource Management
- International Trade
- International Finance
- Money and Banking
- Economic Development
- Industrial Organization
- Economic Statistics
- NGO Management
- International Marketing
- The Rise of Japanese Industry
- Economic Survey of Contemporary Japan
- Seminar in Business
- Management in Japan
- Comparative Marketing
- Business and Economic Forecasting
- Strategic Thinking
- Topics in Finance
- Issues in Accounting
- Financial Economics
- Quant App to Management
- Japanese 1
- Japanese 2
- Japanese 3
- Japanese 4
Japanese M1
Japanese M2
Intensive Japanese 2
Intensive Japanese 3
Advanced Japanese 1
Advanced Japanese 2
Advanced Japanese 3
Reading and Writing 1
Reading and Writing 2
Reading and Writing 3
College Skills (Japanese)
Japanese Composition
Survey of Japanese Literature 1
Survey of Japanese Literature 2
English to Japanese- Theory and Practice
Literary Genres
Introduction to the Performing Arts
Introduction to Japanese Literature
The Best of British Literature
American Poetry
Literature and Film
Symbol and Religion
Samurai in Literature and History
Modern Western Literature
Modern Japanese Fiction 1
Introduction to Linguistics
Introduction to Japanese Linguistics
History of the Japanese Language
Teaching Methods and Pedagogical Grammar
Teaching Methods and Language Acquisition
Teaching Method Sociolinguistics
Discourse Analysis
Topics in Linguistics
Teaching Methods and Beginning Japanese
Teaching Methods and Intermediate Japanese
College Mathematics
Mathematics and Statistics for Business/Economics
Introduction to International Relations
Introduction to Comparative Politics
Classic Western Political Theory
Theories of NGOs
Japanese Government and Politics
Contemporary Security Studies
International Political Economy
Comparative Politics of Advanced Industrial Democracies
International Relations Theory
Peace and Security in Asia-Pacific
Political Economics of Advanced Industrial States
Comparative Politics Post Communist States
Introduction to Philosophy
Religion, Culture and Society
Western Traditions and Modern World I
Religious Biographies: Buddha and Christ
Religion and the Arts 1
Religion and the Arts 2
Buddhist Traditions
Philosophical Approaches to Buddhism
Thinking Processes
Indian Mysticism
Introduction to Sociology
Intro to Contemporary Chinese Sociology
Globalization and Society
Classcial Social Theory
Social Stratification
Introduction to Field Research
Qualitative Research Methods
Contemporary Japanese Society
Global Migration
Sociology of Culture
Basic Spanish 1
Basic Spanish 2
Intermediate Spanish 1
Intermediate Spanish 2
Advanced Spanish 1
Advanced Spanish 2
Indian Thought and Culture 2
## Types of Accommodations

Sophia University offers the following housing options for exchange students:

<table>
<thead>
<tr>
<th>Type of housing</th>
<th>Name of housing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dormitory (off-campus)</td>
<td>For men</td>
</tr>
<tr>
<td></td>
<td>(1) Koganei Dormitory for Sophia Exchange Students</td>
</tr>
<tr>
<td></td>
<td>• Single Room</td>
</tr>
<tr>
<td></td>
<td>• ¥ 86,000 per month</td>
</tr>
<tr>
<td></td>
<td>• 45 minute commute to campus</td>
</tr>
<tr>
<td></td>
<td>• 2 meals (breakfast and supper) provided except on Sundays</td>
</tr>
<tr>
<td></td>
<td>(2) Wakeijuka (the availability is limited)</td>
</tr>
<tr>
<td></td>
<td>• Single Room</td>
</tr>
<tr>
<td></td>
<td>• ¥ 78,660-86,940 per month</td>
</tr>
<tr>
<td></td>
<td>• 30 minute commute to campus</td>
</tr>
<tr>
<td></td>
<td>• The Boarding and Lodging includes breakfast and supper, electricity, gas and water charge.</td>
</tr>
<tr>
<td></td>
<td>• Charges a bedding rental fee</td>
</tr>
<tr>
<td></td>
<td>For both men and women</td>
</tr>
<tr>
<td></td>
<td>(3) Azalea House</td>
</tr>
<tr>
<td></td>
<td>• Single Room</td>
</tr>
<tr>
<td></td>
<td>• ¥ 64,000 per month</td>
</tr>
<tr>
<td></td>
<td>• 45 minute commute to campus</td>
</tr>
<tr>
<td></td>
<td>(4) DK House Warabi</td>
</tr>
<tr>
<td></td>
<td>• Single Room</td>
</tr>
<tr>
<td></td>
<td>• ¥ 60,000 per month</td>
</tr>
<tr>
<td></td>
<td>• 60 minute commute to campus</td>
</tr>
<tr>
<td></td>
<td>(5) DK House Tokyo Nerima</td>
</tr>
<tr>
<td></td>
<td>• Single Room</td>
</tr>
<tr>
<td></td>
<td>• ¥ 55,000 per month</td>
</tr>
<tr>
<td></td>
<td>• 45 minute commute to campus</td>
</tr>
<tr>
<td></td>
<td>For women</td>
</tr>
<tr>
<td></td>
<td>(6) Kasai International House</td>
</tr>
<tr>
<td></td>
<td>• Single Room</td>
</tr>
<tr>
<td></td>
<td>• ¥ 52,000 per month</td>
</tr>
<tr>
<td></td>
<td>• 40 minute commute to campus</td>
</tr>
<tr>
<td></td>
<td>Useful Links for Self Arrangement</td>
</tr>
<tr>
<td></td>
<td>(7) SAKURA HOUSE (Tokyo Apartment and Guest House Agency)</td>
</tr>
<tr>
<td></td>
<td>(8) JTB Homestay Japan</td>
</tr>
<tr>
<td></td>
<td>• JTB Homestay Japan can arrange your homestay. They offer a special discount of the initial placement fee (16,000yen → 10,000yen) for Sophia exchange students.</td>
</tr>
</tbody>
</table>

There is NO on-campus dormitory. Students must commute to Sophia from their housing.

**Note:**
Since the Sophia campus is located in the heart of Tokyo, the cost of living near campus is very high. As reasonable housing is located in the suburbs, exchange students should expect a 45-90 min.
commuting time to campus. The train and subway systems in Tokyo are well-developed, but during the morning rush hours, the trains are very crowded. Please check the commuting time of each dormitory carefully before making the decision of the housing preference.

Approximate Living Expenses for Exchange Students

Approximate housing fee

<table>
<thead>
<tr>
<th>Type of housing</th>
<th>1 Semester (4 months)</th>
<th>1 Year (10 months)</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>Koganei Dormitory</td>
<td>364,000 JPY</td>
<td>880,000 JPY</td>
<td>Two meals included</td>
</tr>
<tr>
<td>Wakeijuku</td>
<td>N/A</td>
<td>928,700-1,011,500 JPY</td>
<td>Two meals included</td>
</tr>
<tr>
<td>Azalea House</td>
<td>336,000 JPY</td>
<td>720,000 JPY</td>
<td></td>
</tr>
<tr>
<td>DK House Warabi</td>
<td>306,000 JPY</td>
<td>664,000 JPY</td>
<td></td>
</tr>
<tr>
<td>DK House Tokyo Nerima</td>
<td>312,000 JPY</td>
<td>669,000 JPY</td>
<td></td>
</tr>
<tr>
<td>Kasai International House</td>
<td>272,836 JPY</td>
<td>629,740 JPY</td>
<td></td>
</tr>
</tbody>
</table>

*The above figures are approximate estimates. For details please refer to the housing information for each option.

Other anticipated living expenses

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meals</td>
<td>30,000-60,000 JPY/month</td>
<td></td>
</tr>
<tr>
<td>Textbooks</td>
<td>30,000-50,000 JPY/semester</td>
<td></td>
</tr>
<tr>
<td>Commuter Pass</td>
<td>5,000-10,000 JPY/month</td>
<td></td>
</tr>
<tr>
<td>Personal expenses</td>
<td>20,000- JPY/month</td>
<td>depends on lifestyle</td>
</tr>
<tr>
<td>Insurance(Mandatory)</td>
<td>800 JPY/year</td>
<td></td>
</tr>
</tbody>
</table>

Statistics of Exchange Student Housing

| Koganei Dormitory for Sophia Exchange Students | 18 |
| Wakeijuku                                           | 5  |
| DK House Warabi                                     | 58 |
| Azalea House                                        | 25 |
| Others (Self-Arrangement, etc.)                    | 55 |
| **Total Number of Students**                       | 184|

Housing Arrangement Procedures

1. Exchange students should submit a completed housing application with other application documents. Housing arrangements will be on a first-come-first-served basis.
2. The Overseas Liaison Center will make arrangements for the housing, and a "Housing Notice" with the details of the housing will be sent to each student.
3. Exchange students are requested to complete the necessary payment by the deadline.
4. Exchange students who make the housing arrangement through Sophia should arrive on the designated arrival dates.
Policy for Sophia Housing Arrangement
1. The Overseas Liaison Center will arrange the housing based on the student's preference, availability of the rooms, and information provided from the student.
2. It is not possible to cancel or change the housing after the "Housing Notice" has been sent.
3. Exchange students are expected to make all necessary payments by the deadline. Failure to do so may result in cancellation of the housing arrangement, or charging of a penalty fee.
4. The Overseas Liaison Center will make arrangements only before the students' arrival in Japan. In principle it is not possible to re-arrange the housing after arrival.
5. Students are NOT allowed to move from housing arranged by Sophia without previous notice to the Overseas Liaison Center. They are requested to follow the directions from the office, but finding alternative accommodation is their own responsibility.
Application Materials

General rules for submitting applications:

1) The Application Form and other prescribed forms are available only at the office in charge of Exchange Programs in our partner institutions. The applicants are required to submit their applications through the exchange program coordinator of their home institution.
2) Documents printed in a language other than English or Japanese have to be translated into English or Japanese and certified by the home institution.
3) Documents have to be originals. If the original certificate (of language aptitude proof, etc) is unavailable, please submit a copy of the document certified by the home institution.
4) Application documents will not be returned. If an applicant withdraws from the exchange program, the application documents will be kept at Sophia for one year.

Documents to be submitted:

(1) Application Form (Form Provided)
The applicant must specify the semester and the 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. It is mandatory to take a Japanese language course every semester. (The formal course registration will be made by the students after arriving in Japan.)

(2) 4 photos (length 4cm x width 3cm) *DO NOT STAPLE THE PHOTOS
1 for the Application form, 1 for the Housing Application form, 2 for visa procedure.
No edge, just size, in formal pose, clearness and No background scenery.
Color photocopies and computer printouts are not acceptable.

(3) Official Academic Transcript(s)
Applicants for the UNDERGRADUATE program:
The latest official transcript(s), showing courses taken and grades received, of all academic institutions attended should be submitted. Student copies are not acceptable.
Applicants for the GRADUATE program:
The latest official transcript(s) of all previous undergraduate and graduate studies should be submitted. Student copies will not be accepted. A certificate (certified copy of a diploma) showing that the applicant has finished the bachelor-level studies should also be submitted.

Notes:
a. The applicants are expected to have a Grade Point Average of B (3.0) or better in the standard 4-level rating system (A, B, C, D) or equivalent for submitting their applications for the exchange program. An official transcript from our partner university is essential in submitting the application; an applicant therefore must have completed at least one semester of study at his/her home university as a degree-seeking student before submitting the exchange application.
b. A list of courses that are in session at the time of application should be shown on the transcript(s) If not, please submit a separate list with courses in progress.
c. The explanations of the grading system used at the applicant’s home university should be attached to the transcript(s) by the applicants’ home institution.

(4) Two Letters of Recommendation (Form Provided)
The letters must be from professors who have taught the applicant an academic course at his/her home institution.

(5) Essay
An essay giving the applicant's reasons for wishing to study at Sophia and specifying as precisely as possible the area of intended studies and its relation to his/her previous academic or career experience.
Applicants for the Faculty of Liberal Arts / Graduate program in Global Studies
The essay should be in ENGLISH. Approximately 500 words
Applicants for other undergraduate/graduate programs
The essay should be in Japanese. Approximately 500 to 1200 characters.

(6) Photocopy of Passport (and visa, if not coming on student visa)
A photocopy of the pages in his/her passport showing the photograph, name, birth date, place of birth, number, citizenship, period of validity, and place of issuing. If an applicant is not coming on a student visa, the copy of the pages containing the relevant visa to enter and study in Japan should also be submitted.

(7) Housing Application Form (Form Provided)
ALL applicants must submit a housing application, regardless of whether they wish to make accommodation arrangements through Sophia.
If an applicant wishes to make the accommodation arrangement through Sophia, he/she must fill out ALL pages and sign the promise.
If an applicant wishes to arrange their own housing, he/she should complete Section 1 page 1 and 2 of the application only.

(8) Medical Certificate (Form Provided)
A medical certificate completed within the previous 6 months, signed by a practicing physician and indicating that the applicant is physically fit to attend university and do the required academic work.
All items on the certificate must be filled out.
*The applicants with special needs are requested to provide in advance the information.

(9) Japanese Language Aptitude Proof (For undergraduate/graduate programs taught in Japanese ONLY)
For applicants whose native language is not Japanese, it is necessary to submit a copy of a certificate to certify that they have passed Level 1 of the Japanese Language Proficiency Test (日本語能力試験1級) administered by the Japan Foundation and Japan Educational Exchanges and Services.
However, there are some departments taught in Japanese where you may apply by submitting the result of JLTP or other certificates of your Japanese language skills. Please consult with the Overseas Liaison Center if you wish to apply for programs taught in Japanese.
The test can also be taken outside of Japan. For details on overseas testing, please refer to:

(11) Application for Certificate of Eligibility (To be submitted online)
For applicants who do not have a Japanese passport. This document is necessary for a visa application. The forms need to be downloaded and submitted online. Please ask the coordinator of your institution about the website URL. Please complete the forms (excel) carefully and all items on the forms must be filled out.

*APPLICATION DATES*

- Autumn Semester - March 31
- Spring Semester - November 10