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Chủ đề: Waseda University, AY2019 (Spring 2019 and Fall 2019) Exchange Numbers and Application Information

September 18th, 2018

Dear Vietnam National University, Hanoi,

Greetings from Waseda! I hope this email finds you well.

Firstly I would like to take this opportunity to thank you for your continued support and cooperation for our student exchange program.

I am writing to inform you of the number of students we can accept from your institution in AY 2019 (Spring 2019 and Fall 2019), and send you the updated application information for Spring 2019.

Number of students from Vietnam National University, Hanoi to Waseda: 1 full year places

*Please note that our academic year starts in the Spring semester, so this quota is for Spring 2019 and Fall 2019.

Spring 2019 Application Information

Application period: 1st Nov – 20th Nov 2018 (Japan time)

*The "ID Photograph Sheet for Application" also needs to arrive at our office during this period.

Online application link:

*We will announce this link by the end of October.

Application Instructions: <https://www.waseda.jp/inst/cie/en/exchange/application>

Important changes from last year:

- ★Dorm Fee increase
- By reason of recent rises in land prices, the Nishi Waseda International Students House will be increasing dorm fees as follows:

【Nishi Waseda International Students House】	Before Increase	After Increase
Double	¥40,000	¥49,000
Single	¥55,000	¥69,000

★Cancellation of airport pick-up service

- Since there are no airport pick-up services for student dorms other than those for exchange students that are under the management of the Residence Life Center, we have decided to cancel the Narita Airport pick-up service after the September 2018 enrollment in order to have a uniform operation throughout the university.
- For details on how to get to the dorm for exchange students, we will be sending you the information separately.
- (We highly recommend using the Tokyo International Airport, since there have been recent increases in the number of flights arriving/departing.)

- Further, for students of spring enrollment 2019 and beyond, which is after the cancellation of airport pick-up service, we will still be informing you the date to enter the dorm, taking into account the date of orientation for newcomers to exchange student dorms, etc., so please be sure to have students enter the dorm on the designated date.

★“Letter of Nomination”

We add the “9. Letter of Nomination” on the list of documents to be uploaded.

Please sign your name, and your students upload it with other required documents to be uploaded during the application period 1st Nov – 20th Nov 2018. (You or either your students do not need to submit it itself in advance)

Other Important points:

- ★When the applicants completes the online application, it is mentioned to submit the evidence to the coordinator so please kindly keep the online application evidence by your side.
- ★Each School/Graduate School/Center has different application requirements. Students must meet all the application requirements of the School/Graduate School/Center they wish to apply to. Please be aware that if your students do not meet the requirements unfortunately they do not have the eligibility to apply.
- For English taught programmes, English language requirements are only waived if the student's native language is English, or if the student's current programme at his/her home institution is taught entirely in English. All other students must submit the required English language test score. Similarly, students who wish to study on a Japanese taught programme must submit a JLPT certificate.
- In principle, students can only take courses from the School/Graduate School/Center they apply to. Therefore, students must carefully check the course list when choosing which School/Graduate School/Center to apply to
- The Science and Engineering Schools are divided into Departments, and students can only take courses from the Department they apply to. Please be aware that the choices of English courses available to undergraduate exchange students are quite limited, and undergraduate exchange students cannot take any courses related to lab work/experiments.
- Please make sure students upload the grading scale/explanation of grading criteria with their transcripts, since this is often forgotten.
- If a student has taken a leave of absence due to military service or other reason, please make sure he/she explains this on a separate sheet and upload it together with the other documents.

We look forward to receiving the applications in November, and please do not hesitate to contact us at ex-in-cie@list.waseda.jp if you have any questions or concerns.

Kind Regards,

Incoming International Student Team

Waseda Global Gate
Center for International Education (CIE)
WASEDA UNIVERSITY
1-7-14-1F Nishi-Waseda, Shinjuku-Ku,
Tokyo, JAPAN 169-0051

Attach your photo size 3x4

APPLICATION FORM
STUDENT EXCHANGE PROGRAM
 (for outbound students)

1	Name:		
	<i>(Write your full name in capital letters)</i> Last First Middle		
2	Date of birth (DD/MM/YY):	
	Place of birth:	
3	Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female	Religion:	
4	Civil status:	<input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Other:	
5	Nationality:	
6	Passport:	Number:	Place of issue:
		Date of issue:	Expiry date:
7	Contact Address:	
	Email:	
	Phone number/Cell phone:	
8	Contact person at family and Home University (Program coordinator):		
	Name 1:	Name 2:	
	Contact address:	Contact address:	
	Cell phone:	Cell phone:	
	Email:	Email:	
	Relationship:	Relationship:	
9	Home University:	
	Major:	GPA:	
	Degree:	Year:	
10	Host University:	
	Address:	
	The field of study:	
	Program: <input type="checkbox"/> Undergraduate <input type="checkbox"/> Fall Semester <input type="checkbox"/> Spring Semester	Academic year:	



	Exchange Scheme	<input type="checkbox"/> AUN <input type="checkbox"/> MOU Another:		
	Student leadership record (if applicable)	Time (From/ to)	Organization	City/country

11	English language proficiency (indicate your certificate and score):			
12	Other languages: Level:			
13	Are you applying for another student exchange program: <input type="checkbox"/> Yes <input type="checkbox"/> No if yes, please indicate the University and program:			
14	I, the undersigned, hereby acknowledge that all the information supplied herein in complete and accurate. Withholding or giving false information will make me ineligible for admission or subject to dismissal. If admitted, I agreed to abide by the policies, rules, and regulations of the Vietnamese Government and Vietnam National University, Hanoi.			
Applicant's signature: (Signed and written in full name)				
Date:				
Home University: We confirm that the proposed program of studying/learning agreement is approved:				
Board of Rectors/Directors (Signed, written in full name and stamped)		Representative of the office responsible for the exchange program (Signed, written in full name)		
Date:		Date:		
Representative of the Board of Directors of Academic Affairs Department, VNU (Signed, written in full name)				
Date:				

Document Checklist

Each applicant should submit 01 set of documents (printed on A4-size paper) listed hereunder. Documents in languages other than English or Vietnamese must be attached with duly notarized translation into English or Vietnamese. The submitted documents will not in any case be returned to the applicants.

1. Application documents required by Host University
2. Completed VNU's application form.
3. Academic transcript of all studied courses at Home University (in English) with GPA 2.8/4.0 at least or meets Host University's requirement.
4. Medical examination certificate issued within 6 months from the date of application by competent health authorities of the sending country to with conclusion of good health for studying abroad.
5. Duly certified copy of international language proficiency (at least IELTS 5.5, TOEFL 500, TOEFL iBT 61, TOEIC 600) and/or meeting Host university's language requirement.
6. Home University's nomination letter.
7. Resume with photo attached and 04 pictures (size 3x4 cm).
8. Copy of passport with a validity at least one year duration from the starting date of semester in Vietnam.



Representative of the Board of Directors of Department Academic Affairs, VNU

(Signed, written in full name)

Date: