

# Short-Term Intensive Japanese Program Summer 2024 Application Requirements

## 1. Program Capacity and Schedule

Rikkyo University presents the 2024 Summer Short-Term Intensive Japanese Program in Ikebukuro Campus (Tokyo).

### (1) Program overview

- The entire program is comprised of about 46 hours of Japanese language classes including cultural activities and workshops. Additionally, some optional cultural events will be held. The program capacity is limited.
- **The program is especially suitable for the introductory level learners who have no or little previous Japanese learning experience, and “Beginner” and “Elementary” level classes will be held.**
- Upon completing the program, participants will be given a certificate of completion and an official transcript.
- During the program, participants will be able to interact with Rikkyo local students.
- Participants will stay in a single room at the designated hotel near Ikebukuro campus.

### (2) Program schedule

**- July 23 (Tue), 2024 - August 2 (Fri), 2024**

\*No classes on Saturdays and Sundays.

\*Participants need to arrive and check in at the designated accommodation **on Monday, July 22**, and check out **on Saturday, August 3, 2024**.

### (3) Program location

**- Rikkyo University, Ikebukuro Campus, Tokyo**

## 2. Tuition and Fees

The program cost does not include transportation expenses (to, within and from Japan), or any other miscellaneous living expenses for the duration of the program.

### **【Itemized List of Program Costs】**

- Tuition: 100,000 yen
- Accommodation (room and management fee): 120,000 yen
- Activity Fees (including Insurance fee\*): 8,000 yen
- Administrative Fee: 22,000 yen

**Total: 250,000yen**

\*Rikkyo University will arrange the overseas travel insurance that covers the following:

Injury & Sickness that results in death – 3 million yen, injury that results in physical impediment – 3 million yen,

rescuer's expenses – 10 million yen, which includes treatment for disease and accidental injury, personal liability insurance compensation authorized – 100 million yen, which includes incidental settlement negotiation services.

**However, it is each participant's own responsibility to arrange their own insurance policy to cover all necessary costs as our insurance does not cover chronic disease.**

### 3. Requirements

The following students can apply for this program.

- (1) Students who are enrolled at Rikkyo University's partner universities.
- (2) Students at universities that are currently negotiating a partnership with Rikkyo University.
- (3) Students who were introduced to the program by the teaching staff of Rikkyo University.

### 4. Application

#### **(1) Application Period: March 8, 2024 - May 8, 2024**

Interested applicants must submit the following form and documents to the Center for Japanese Language Education through the online application.

- ☐ 1. Application form (Google Form)

**\*Application period will start on March 8, 2024**

<https://forms.gle/hKv1w8k33Ue8okE78>

- ☐ 2. Latest official university transcript issued by the home university (PDF)

**\*The document must be in English**

- ☐ 3. Copy of passport (PDF)

- ☐ 4. Face photograph (JPEG or PNG)

**\*Please upload the photo that you would use for official documents, such as passport.**

#### **(2) Application Deadline**

**May 8 (Wed), 2024, 11:59 p.m. (Japan Standard Time)**

#### **(3) Admission Decision**

The admissions of the program will be confirmed on or after the following date.

May 15 (Wed), 2024 (JST)

#### **(4) Payment Deadline**

May 24 (Fri), 2024, 11:59 p.m. (JST)

### 5. Cancellation and Withdrawing

**\*The time deadline for each date is at 11:59 p.m. Japan Standard Time sharp.**

**\*The transfer fee is deducted from the refund.**

- If you wish to cancel your participation in the program, and declare your intent to do so by June 22, 2024 (JST), 80% of your fees will be refunded.

- If you cancel your participation in the program by July 21, 2024 (JST), 30% of your fees will be refunded.
- If you cancel your participation on or after July 22, 2024 (JST), you will not get any refund.

## **6. Other information**

- (1) Participants are only allowed to stay outside of the designated accommodation overnight on Friday night(s) and Saturday night(s).
- (2) Participants are responsible to arrange an appropriate visa to enter Japan for the purposes of the program. Rikkyo University will prepare and send them the documents necessary for the visa application, which are Letter of Reason for Invitation, Letter of Guarantee and Travel Itinerary, once they are admitted to the program and the payment is confirmed. Please refer to the Entry Visa Information (p.4).
- (3) Official transcript will be sent to the home university of participants, once it is finalized.
- (4) In this program, English is the primary language for communication. Participants are expected to have a certain level of English ability.

## **7. Contact Information**

Center for Japanese Language Education (CJLE), Rikkyo University

3-34-1 Nishi-Ikebukuro, Toshima-ku, Tokyo 171-8501, Japan

Tel: +81-3-3985-4202

Email: [sijp@rikkyo.ac.jp](mailto:sijp@rikkyo.ac.jp)

Website : <https://cjle.rikkyo.ac.jp/english/sijp/default.aspx>

~~ ATTENTION! <注意> ATTENTION! ~~

## 入国ビザについて Entry Visa Information

立教大学短期日本語プログラムに参加する際、日本とビザ相互免除の協定を締結している対象国／地域の出身者は、日本入国のためのビザ申請は必要ありません。

\* 日本入国の際のビザ免除対象国／地域は以下のリンクでご確認いただけます。

<https://www.mofa.go.jp/mofaj/toko/visa/tanki/novisa.html>

In order to participate in the Rikkyo Short-Term Intensive Japanese Program, those who are nationals and citizens of the visa-exempt countries and regions do not need to apply for a visa to enter Japan.

\*Please check the list of the countries and regions for visa exemption from the link listed below:

[http://www.mofa.go.jp/j\\_info/visit/visa/short/novisa.html](http://www.mofa.go.jp/j_info/visit/visa/short/novisa.html)

ビザ免除措置対象国／地域**以外**の出身の方は、日本国外の日本大使館または総領事館において、「**短期滞在**」ビザの申請が必要です。「**短期滞在**」ビザへの申請には立教大学発行の**招へい理由書、身元保証書及び滞在予定表**が必要になります。**これらの書類はプログラムへの参加が認められ、指定の期日までに参加費用の支払が完了した参加者に順次発行します。**費用の支払に遅延が生じた等場合には、書類の発行が遅れる可能性があります。

Those who are nationals and citizens of the countries and regions that are **not** eligible for visa exemption need to apply for “**Short-Term Stay**” visa prior to their planned entry to Japan at a Japanese embassy or consulate in their country of residence. Such participants must obtain **the Letter of Reason for Invitation and the Letter of Guarantee and the Travel Itinerary** from Rikkyo University. The University will issue the above documents for the prospective participants who need to apply for “Short-Term Stay” visa **once they are admitted to the program and the payment of the program fee is confirmed.** In case that the payment is delayed, the University may not be able to provide the necessary documents in a timely manner.

**なお、ビザの申請に必要な書類の送付にかかった費用は、対象者が日本へ入国した後に、現金で徴収します。料金は送付先の地域によりますが、2,000-3,000 円程度です。**

**料金表は、以下のリンクからご確認ください。**

[https://www.post.japanpost.jp/int/charge/list/ems\\_all\\_en.html](https://www.post.japanpost.jp/int/charge/list/ems_all_en.html)

**Rikkyo University will charge the actual cost for the shipment of the required documents for visa application to the program participants. The participants will be required to pay the fee in cash after they arrive in Japan. It will be around 2,000 - 3,000 yen.**

**Please check the rate table from the link listed below.**

[https://www.post.japanpost.jp/int/charge/list/ems\\_all\\_en.html](https://www.post.japanpost.jp/int/charge/list/ems_all_en.html)