

# CALL FOR APPLICATION 1/5/2024 TOKYO INTERNATIONAL EXCHANGE CENTER (TIEC) <Nomination System 2024 >

## 1. Application Requirements (international students only):

- (1) Current graduate students with outstanding study record, who have student visa status, and can commute from the TIEC to campus.

Prospective students who are admitted by Tokyo tech are also eligible to apply. (they may move-in 30 days prior to the enrollment.) (Please submit a photocopy of acceptance letter with your application form.)

\* No qualification for those who are taking, or will take a leave of absence.

\* No qualification for those who have extended or extend their term of study.

- (2) Students who participate in exchange programs (graduate course level) held by Tokyo Institute of Technology for more than 30 days. Those students who don't have student visa status are also eligible to apply.
- (3) Residence period is within 1 year (It is extendable up to 3 years if it is within the term of study and JASSO approves it). JASSO approves it after review about applicants' attendance to TIEC events, and their behavior while living in TIEC.

If the term of study is until August 2024, the residence period ends by August 25, 2024. If the term of study is until September 2024, the residence period ends by September 25, 2024. If the term of study is until March 2024, the residence period ends by March 25, 2024.

## 2. Document Required:

- (1) Application for Tokyo International Exchange Center (Form 1)  
([http://www.titech.ac.jp/enrolled/data/tiecfom1\\_1\\_1.xls](http://www.titech.ac.jp/enrolled/data/tiecfom1_1_1.xls))
- (2) The proposal for implementation / participation of exchange activities at TIEC (Form 3)  
(<http://www.titech.ac.jp/enrolled/data/tiecfom3.xls>)
- (3) Application for Tokyo International Exchange Center (Form 14-1)  
([https://www.titech.ac.jp/enrolled/pdf/tiecfom14\\_1\\_3.pdf](https://www.titech.ac.jp/enrolled/pdf/tiecfom14_1_3.pdf))
- (4) Pledge (<https://www.titech.ac.jp/enrolled/pdf/Pledge.pdf>)
- (5) A photocopy of Student ID card  
\*If you were a new student, you may submit the photocopy of the letter of acceptance or the admission permit, instead of Student ID card.
- (6) A photocopy of Passport (including housemates. \*pages of photo and visa.)
- (7) A photocopy of Residence card (including housemates \*both sides.)
- (8) (Only for applicants of Hall C or D) Certificate of Residence (住民票) issued within three months (for housemates) or official certificate shows relationship between you and your housemates, written in English or Japanese.

## 3. Application Procedures:

- 1) Download forms from Tokyo Tech Website.  
([https://www.titech.ac.jp/english/enrolled/dormitories\\_and\\_accommodations/dormitories.html](https://www.titech.ac.jp/english/enrolled/dormitories_and_accommodations/dormitories.html))

- 2) Fill in and print out.
- 3) Put your photo on the printed document and sign it.

[If you are a new student overseas] Please ask your academic advisor to sign Form 1 on your behalf, and email scanned copy of Form14, Pledge, and other documents.

**[IMPORTANT]**

Before you sign the forms, please read carefully and confirm "Resident's Guide, General Information, Rules and Regulations" of TIEC as follows;

[https://www.jasso.go.jp/ryugaku/kyoten/tiec/residence/\\_icsFiles/afiedfile/2018/07/02/tiecguide\\_j\\_1.pdf](https://www.jasso.go.jp/ryugaku/kyoten/tiec/residence/_icsFiles/afiedfile/2018/07/02/tiecguide_j_1.pdf)

If you violate rules and regulations, you will be dismissed from TEIC.

- 4) Submit all required documents to Student Support Division in Ookayama campus.

\*Only successful applicants of screening by Tokyo Tech will proceed to TIEC screening.

#### 4. Deadline for submission & Result:

Tokyo Tech Deadline	Result (*approx. date)	Desired Move-in Date
January 25, 2024	February 15, 2024	From March 1 to March 31, 2024
February 7, 2024	March 1, 2024	From April 1 to April 30, 2024
February 22, 2024	March 15, 2024	
March 8, 2024	April 1, 2024	From May 1 to May 31, 2024
March 25, 2024	April 15, 2024	
April 8, 2024	April 30, 2024	From June 1 to June 30, 2024
April 22, 2024	May 15, 2024	
May 8, 2024	May 31, 2024	From July 1 to July 31, 2024
May 24, 2024	June 14, 2024	
June 7, 2024	July 1, 2024	From August 1 to August 31, 2024
June 24, 2024	July 16, 2024	
July 8, 2024	August 1, 2024	From September 1 to September 30, 2024
July 25, 2024	August 15, 2024	
August 5, 2024	September 2, 2024	From October 1 to October 31, 2024
August 26, 2024	September 17, 2024	
September 9, 2024	October 1, 2024	From November 1 to November 30, 2024
September 24, 2024	October 15, 2024	
October 7, 2024	November 1, 2024	From December 1 to December 28, 2024
October 25, 2024	November 15, 2024	
November 8, 2024	December 2, 2024	From January 4 to January 31, 2025
November 25, 2024	December 16, 2024	
December 9, 2024	January 6, 2025	From February 1 to February 28, 2025
December 20, 2024	January 15, 2025	

## 5. Rooms and Rent:

(1) Vacancy: Please check the TIEC website.

(2) Housing Rent (per month):

Residence Hall A for singles: 35,000 yen

Residence Hall B for singles: 52,000 yen

Residence Hall C for couples: 74,500 yen

Residence Hall D for families: 86,500 yen

\*Rent will be prorated if you move in/out in mid-month.

\*Couples with one pre-school child may apply for Residence Hall C.

(3) Entrance Fee: One-month rent. (Non-refundable.)

(4) Others: Utilities and telephone charges.

\*All prices are subject to change with prior notice.

## 6. Move-in date of your housemates (required for residents of building C and D)

If you have any housemates and they are unable to move into TIEC with you for particular reason, you must give them a notice in advance.

### For further information

●Tokyo Institute of Technology <http://www.titech.ac.jp/english/enrolled/news/>

●Tokyo International Exchange Center (TIEC)

<http://www.jasso.go.jp/en/kyoten/tiec/residence/index.html>