

CALL FOR APPLICATION TOKYO INTERNATIONAL EXCHANGE CENTER (TIEC) <Nomination System>

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 September 2015, the residence period ends by September 25, 2015. If the term of study is until March 2016, the residence period ends by March 25, 2016.

2. Document Required:

(1) Application for Tokyo International Exchange Center (Form 1)

(http://www.titech.ac.jp/enrolled/news/files/TIEC_Form1.xls)

(2) The proposal for implementation / participation of exchange activities at TIEC (Form 3)

(http://www.titech.ac.jp/enrolled/news/files/TIEC_Form3.xls)

(3) Application for Tokyo International Exchange Center (Form 14)

(http://www.titech.ac.jp/enrolled/news/files/TIEC_Form14.xls)

(4) Pledge (http://www.titech.ac.jp/enrolled/news/files/TIEC_Pledge.docx)

(5) A photocopy 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.
(<http://www.titech.ac.jp/english/enrolled/news/>)
- ② Fill in and print out.
- ③ Put your photo on the printed document and sign it.
[If you are a new students overseas] Please ask your academic advisor to sign Form 1 on your behalf, and email scanned copy of Form14, Pledge, and other documents.
- ④ Submit all required documents to Student Support Division in O-okayama campus.
*Only successful applicants of screening by Tokyo Tech will proceed to TIEC screening.

4. Deadline for submission & Result:

Tokyo Tech Deadline	Desired Move-in Date	Result (*approx. date)
Thursday, July 9, 2015	August 14 – September 14, 2015	July 31, 2015
Wednesday, July 22, 2015	August 28 – September 28, 2015	August 14, 2015
Wednesday, August 5, 2015	September 11 – October 11, 2015	August 28, 2015
Wednesday, August 19, 2015	September 25 – October 25, 2015	September 11, 2015
Wednesday, September 2, 2015	October 8 – November 8, 2015	September 25, 2015

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: 45,000 yen

Residence Hall C for couples: 65,000 yen

Residence Hall D for families: 75,000 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. Rent from April, 2016

Housing rent (monthly) and entrance fee (one-time)

Residence Hall A: 35,000 yen

Residence Hall B: 45,700 yen

Residence Hall C: 66,700 yen

Residence Hall D: 77,400 yen

7. 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/tiec/ryugakusei.html>