

CALL FOR APPLICATION TOKYO INTERNATIONAL EXCHANGE CENTER (TIEC) <Nomination System 2017 2nd >

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 2016, the residence period ends by September 25, 2016. If the term of study is until March 2017, the residence period ends by March 25, 2017.

2. Document Required:

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

(http://www.jasso.go.jp/ryugaku/kyoten/tiec/residence/bosyu/_icsFiles/afiedfile/2016/03/04/tieform1_1_1.xls)

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

(http://www.jasso.go.jp/ryugaku/kyoten/tiec/residence/bosyu/_icsFiles/afiedfile/2015/10/22/tieform3.xls)

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

(http://www.jasso.go.jp/ryugaku/kyoten/tiec/residence/bosyu/_icsFiles/afiedfile/2016/02/03/tieform14_1.xls)

- (4) Pledge for Tokyo Tech (http://www.titech.ac.jp/dormitories_and_accommodations/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 submission 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. (<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 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;

http://www.jasso.go.jp/en/kyoten/tiec/residence/_icsFiles/afieldfile/2016/05/30/tiecguide_e.pdf

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

- 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)
Monday, May 15, 2017	From June 1st to June 30, 2017	May 22, 2017
Wednesday, May 17, 2017	From July 1st to July 31, 2017	June 1st, 2017
Friday, May 26, 2017		June 15, 2017
Friday, June 9, 2017	From August 1st to August 31, 2017	July 3, 2017
Monday, June 26, 2017		July 18, 2017
Monday, July 10, 2017	From September 1st to September 30, 2017	August 1st, 2017
Wednesday, July 26, 2017		August 15, 2017
Monday, August 7, 2017	From October 1st to October 31, 2017	September 4, 2017
Monday, August 28, 2017		September 15, 2017
Monday, September 11, 2017	From November 1st to November 30, 2017	October 2, 2017
Monday, September 25, 2017		October 16, 2017
Wednesday, October 11, 2017	From December 1st to December 31, 2017	November 1st, 2017
Wednesday, October 25, 2017		November 15, 2017
Wednesday, November 8, 2017	From January 1st to January 31, 2018	December 1st, 2017
Wednesday, November 22, 2017		December 15, 2017
Friday, December 8, 2017	From February 1st to February 28, 2018	January 4, 2018
Friday, December 22, 2017		January 15, 2018

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:	45,700 yen
Residence Hall C for couples:	66,700 yen
Residence Hall D for families:	77,400 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.

*TIEC will revise the Housing Rent on September 1, 2017 (details are under consideration). But the person who moves in by August 31, 2017, the price mentioned above 5.(2) will be applied for first year.

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>