General Information

<table>
<thead>
<tr>
<th>Name of Institution</th>
<th>Rikkyo University (Private)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Foundation</td>
<td>1874 (Founded by the Missionary of American Episcopal Church)</td>
</tr>
<tr>
<td>President</td>
<td>Prof. YOSHIOKA, Tomoya (吉岡 知哉)</td>
</tr>
<tr>
<td>Vice-President for International Advancement/ Director, Organization for Global Initiatives</td>
<td>Prof. YAMAGUCHI, Kazunori (山口 和範)</td>
</tr>
<tr>
<td></td>
<td>Department of Business, College of Business</td>
</tr>
</tbody>
</table>

Student Numbers (as of May 20, 2017)

<table>
<thead>
<tr>
<th>Undergraduate students</th>
<th>19,521 (international students: 530)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduate students</td>
<td>1,171 (international students: 331)</td>
</tr>
<tr>
<td>Total number of students</td>
<td>20,692 (international students: 861)</td>
</tr>
</tbody>
</table>

Top 5 countries and regions represented

1) China: 438
2) Korea: 203
3) USA: 28
4) France: 27
5) Taiwan: 26

Staff numbers (as of May 1, 2017)

<table>
<thead>
<tr>
<th>Teaching staff and researchers</th>
<th>2,362</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full-time administrative staff</td>
<td>295</td>
</tr>
</tbody>
</table>

Contacts

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

Niiza Campus
1-2-26 Kitano, Niiza, Saitama, 352-8558 JAPAN

Website
http://www.rikkyo.ac.jp/
(English) http://english.rikkyo.ac.jp/

Contact Office and Persons:

<table>
<thead>
<tr>
<th>Office</th>
<th>Organization for Global Initiatives - International Office</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address</td>
<td>(Ikebukuro campus) McKim Hall, 1st Floor</td>
</tr>
<tr>
<td></td>
<td>3-34-1 Nishi-Ikebukuro, Toshima-ku, Tokyo 171-8501 JAPAN</td>
</tr>
<tr>
<td></td>
<td>(Niiza campus) Building No. 7, 2nd Floor</td>
</tr>
<tr>
<td></td>
<td>1-2-26 Kitano, Niiza-shi, Saitama 352-8558 JAPAN</td>
</tr>
</tbody>
</table>
## International Office – Contact Information

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
<th>Department/College</th>
</tr>
</thead>
<tbody>
<tr>
<td>Director</td>
<td>Prof. TO, Kokkei (杜 国慶)</td>
<td>Department of Tourism, College of Tourism</td>
</tr>
<tr>
<td>Deputy Director</td>
<td>Prof. NITTA, Keiko (新田 啓子)</td>
<td>Department of Letters (English and American Literature), College of Arts</td>
</tr>
<tr>
<td>Assistant to the Director</td>
<td>Prof. GEISSER, Thomas (トーマス・ガイサ)</td>
<td>Department of Mathematics, College of Science</td>
</tr>
<tr>
<td></td>
<td>Prof. TAJIMA, Kayo (田島 夏与)</td>
<td>Department of Economic Policy Studies, College of Economics</td>
</tr>
<tr>
<td>Manager</td>
<td>KOAKUTSU, Mamoru (小圷 守)</td>
<td><a href="mailto:koakutsu@rikkyo.ac.jp">koakutsu@rikkyo.ac.jp</a> TEL +81-3-3985-2807/FAX +81-3-3985-2826</td>
</tr>
<tr>
<td>Outbound Exchange &amp; Study Abroad Coordinator</td>
<td>MIZUKAMI, Aiko (水上 愛子) MATSUKI, Atsushi (松木 敦志)</td>
<td>E-MAIL <a href="mailto:rikkyo-outbound@rikkyo.ac.jp">rikkyo-outbound@rikkyo.ac.jp</a> *ISEP Coordinator (outbound) TEL +81-3-3985-2673/FAX +81-3-3985-2826</td>
</tr>
<tr>
<td>Inbound Exchange Coordinators</td>
<td>MORIUE, Yoshiko (森上 美子) ASO, Megumi (阿相めぐみ)</td>
<td>*ISEP Coordinator (inbound) E-MAIL <a href="mailto:rikkyo-inbound@rikkyo.ac.jp">rikkyo-inbound@rikkyo.ac.jp</a> TEL +81-3-3985-2208/FAX +81-3-3985-2826</td>
</tr>
<tr>
<td>Education and Research Coordinator (Short-term study abroad programs)</td>
<td>KOBAYASHI, Minor (小林 美文)</td>
<td><a href="mailto:minorikobayashi@rikkyo.ac.jp">minorikobayashi@rikkyo.ac.jp</a> TEL +81-3-3985-4555/FAX +81-3-3985-2826</td>
</tr>
<tr>
<td>Contact for international partnership agreements (University-wide exchange)</td>
<td>KANNO, Katsuyoshi (菅野 勝義)</td>
<td><a href="mailto:kanno.katsuyoshi@rikkyo.ac.jp">kanno.katsuyoshi@rikkyo.ac.jp</a> TEL +81-3-3985-4152/FAX +81-3-3985-4290</td>
</tr>
<tr>
<td>Contact for international partnership agreements (Global Liberal Arts Program)</td>
<td>KANNO, Katsuyoshi (菅野 勝義)</td>
<td><a href="mailto:kanno.katsuyoshi@rikkyo.ac.jp">kanno.katsuyoshi@rikkyo.ac.jp</a> Organization for Global Initiatives TEL +81-3-3985-4152/FAX +81-3-3985-4290</td>
</tr>
<tr>
<td>Homepage</td>
<td><a href="http://english.rikkyo.ac.jp/">http://english.rikkyo.ac.jp/</a></td>
<td></td>
</tr>
</tbody>
</table>

### Academic Information:

#### Undergraduate Colleges

*(Ikebukuro Campus)*
- College of Arts
- College of Business
- College of Economics
- College of Intercultural Communication
- College of Law and Politics
- College of Sciences
- College of Sociology

*(Niiza Campus)*
- College of Community and Human Services
- College of Contemporary Psychology
- College of Tourism

#### Graduate Schools

*(Ikebukuro Campus)*
- Graduate School of Arts
- Graduate School of Business
- Graduate School of Business Administration (Business Design)
- Graduate School of Christian Studies
- Graduate School of

*(Niiza Campus)*
- Graduate School of Community and Human Services
- Graduate School of Contemporary Psychology
- Graduate School of Tourism
<table>
<thead>
<tr>
<th>Economics</th>
<th>Graduate School of Intercultural Communication (Intercultural Communication major and Language Science major)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduate School of Law and Politics</td>
<td>Graduate School of Sciences</td>
</tr>
<tr>
<td>Graduate School of Social Design Studies</td>
<td>Graduate School of Sociology</td>
</tr>
<tr>
<td>Law School</td>
<td></td>
</tr>
</tbody>
</table>

**Restricted Faculties**

**Ikebukuro Campus**

- Law School: Exchange students cannot be enrolled.
- Graduate School of Business Administration (Business Design): Interested applicants must have at least two years of professional work experience.

**Niiza Campus**

- None

**Japanese Language Courses**

Based on the result of a placement exam, students are placed in the appropriate level ranging from J0 (beginner) to J8 (advanced). Students must be enrolled in the level in which they are placed based on the results of the Japanese language placement test given during the orientation.

**Courses offered in English**

While the primary language of instruction at Rikkyo University is Japanese, exchange students may take classes in Japanese Studies in English as well as some academic courses offered in English at the College of Business and the College of Intercultural Communication. The Graduate School of Business now offers a Master of International Business (MIB) program, which is conducted completely in English.

**Class Timetable**

Each class lasts 90 minutes and class hours are as follows.

1st period: 9:00 a.m. - 10:30 a.m.
2nd period: 10:45 a.m. - 12:15 p.m.
3rd period: 1:15 p.m. - 2:45 p.m.
4th period: 3:00 p.m. - 4:30 p.m.
5th period: 4:45 p.m. - 6:15 p.m.
6th period: 6:30 p.m. - 8:00 p.m.
7th period: 8:15 p.m. - 9:45 p.m.

**Academic Calendar (2017/18)**

- Suggested arrival time: (Spring) March 26 - 27; (Fall) September 2-4
- Orientation: (Spring) March 28 - April 10; (Fall) September 7 - 19
- Class Begin: (Spring) April 11; (Fall) September 20
- Class End: (Spring) July 19; (Fall) January 23
- Final Exam: (Spring) July 20-31; (Fall) January 24 - February 3

**Transcripts**

Transcripts are sent to home universities in the following manner:
If students need to obtain transcript copies for themselves, they must request them in advance at the Academic Affairs Office before they depart from Japan.

Please note that requests to expedite the issuance of transcripts will not be considered unless we have a specific agreement with our partner institutions.

For exchange students who complete their studies in Fall semester...
<table>
<thead>
<tr>
<th>Application</th>
<th></th>
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</tr>
</thead>
</table>
| **Required level of Language Proficiency/Language Requirements** | In order to take regular academic courses offered in Japanese, it is recommended that the students pass **J6 level or above** in the Japanese placement exam, which students need to take after their arrival at Rikkyo.
If students wish to take part in the Japanese language courses of J1 level or higher, they are expected to have mastered *hiragana* and *katakana* prior to their arrival at Rikkyo. | |
| **Application procedures** | 1. Students must submit the application to their home institution to participate in the exchange program.
2. Upon receiving the recommendation from the home university, the students can submit the application to Rikkyo University.
3. Rikkyo University reviews the applications and allocates the students to appropriate colleges/graduate schools. After the students’ admission is confirmed, Certificates of Eligibility are issued and mailed to partner institutions. | |
| **Required documents for application/Application Materials** | 1. Exchange Student Application Form
2. Certificate of Finance, attached with original bank statement
3. Scholarship Application Forms (RUI and JASSO), if applicable
4. Certificate of Health completed by physician
5. Letter of Recommendation issued by a faculty member
6. Rikkyo University International Dormitory (RUID) Application Form
7. Original Academic Transcript issued by home university
8. Two face photographs | |
| **Application Deadline** | Spring 2018: **November 15, 2017**
Fall 2018: **March 31, 2018** | |
Exchange Scholarship (RUI, dorm fee waiver) | exchange candidates in the form of a dorm fee waiver (no direct deposit of funds). Recipients are required to reside in one of the Rikkyo’s international dormitories.

Medical insurance

| National Health Insurance Plan (required) | Rikkyo University mandates all the Special International Students (including exchange students) to join the Japanese National Health Insurance regardless of the length of their stay at Rikkyo. The students need to complete the application for the insurance at a nearby city/ward office after their arrival in Japan. The National Plan covers approximately 70% of total medical costs incurred. Students need to pay the monthly premium (the amount of fees differs depending on each city/ward). |
| Rikkyo University Student Mutual-Aid Health Care Union (optional) | The Student Health Insurance Plan covers approximately 30% of total medical costs incurred if the monthly medical cost exceeds 2,500 yen. Combined with the National Plan, the Student Plan offers supplemental coverage in order to reduce the financial burden on students in case of illness or injury. Please keep in mind that the Student Plan does not extend coverage to dental care. While it is no longer mandated for all incoming exchange students, we strongly recommend students join the plan if they plan to study for two semesters or longer. |

Estimated Budget/Expenses/Living Cost (one academic year, 11 months)

| Tuition | Waived (Note: Students may have to bear tuition costs in the case that the home university sends more students than the agreed number of exchange slots to Rikkyo, depending on the exchange balance.) |
| Dorm fee | 590,700 yen for 11 months |
| Health Insurance | National Plan: 1,100 – 3,000 yen per month (depending on city/ward) Rikkyo Student Health Insurance (optional): 3,500 yen per year |
| Estimated living costs | Roughly 120,000 yen per month (1,320,000 yen for 11 months) |

Top Global University Project and “Rikkyo Global 24”
Rikkyo University was selected by the Ministry of Education, Culture, Sports, Science, and Technology (MEXT) for the "Top Global University Project (Global Traction Type).” The Project intends to enhance the international compatibility and competitiveness of higher education in Japan by supporting universities to execute decisive reforms and thorough internationalization. For further details on Rikkyo University’s strategic plans for globalization, “Rikkyo Global 24,” please refer to the link below:
http://english.rikkyo.ac.jp/global24/

ISEP Membership
As of July 2017, Rikkyo University is an international partner of the International Student Exchange Program (ISEP) and opens itself to new opportunities for collaboration with other member institutions through the ISEP-Exchange Program (including International-to-International exchange).
## List of Partner Institutions (as of July 27, 2017)

<table>
<thead>
<tr>
<th>Area</th>
<th>Country/Region</th>
<th>Universities</th>
</tr>
</thead>
</table>
| Asia & Oceania| Australia      | Australian National University  
                                La Trobe University  
                                Murdoch University  
                                University of New South Wales  
                                University of South Australia |
|               | China          | East China Normal University  
                                Jilin University  
                                Nankai University  
                                Renmin University of China  
                                Shanxi University  
                                Beijin Foreign Studies University |
|               | China (Hong Kong) | Chinese University of Hong Kong  
                                Lingnan University |
|               | Indonesia      | Padjadjaran University |
|               | Korea          | Ewha Womans University  
                                Korea University  
                                Sogang University  
                                Sungkongho University  
                                Yonsei University |
|               | Nepal          | Tribhuvan University |
|               | New Zealand    | Victoria University of Wellington |
|               | Philippines    | Ateneo de Manila University  
                                Trinity University of Asia |
|               | Singapore      | Faculty of Arts and Social Sciences, National University of Singapore  
                                Nanyang Technological University |
|               | Taiwan, R.O.C. | Fu Jen Catholic University  
                                National Chengchi University  
                                St. John’s University |
|               | Thailand       | Chulalongkorn University |
|               | Vietnam        | RMIT Vietnam |
| Europe        | Belgium        | KU Leuven |
|               | Finland        | University of Turku |
|               | France         | INALCO  
                                Université Jean Moulin-Lyon III  
                                Université Paris Diderot - Paris 7  
                                Université Paris-Est Marne-la-Vallée |
|               | Germany        | Humboldt University of Berlin  
                                University of Bonn  
                                University of Marburg  
                                University of Tubingen  
                                University of Wuppertal |
|               | Ireland        | Faculty of Humanities and Social Sciences, Dublin City University |
|               | Italy          | John Cabot University |
|               | The Netherlands | Leiden University  
                                Leiden University College the Hague |
<table>
<thead>
<tr>
<th>Country</th>
<th>Universities</th>
</tr>
</thead>
</table>
| Europe           | Radboud University  
                    | School of History, Culture and Communication,  
                    | Erasmus University of Rotterdam  
                    | ZUYD University of Applied Sciences  
                    | Norway  
                    | Volda University College  
                    | Poland  
                    | University of Warsaw  
                    | Spain  
                    | University of Alicante  
                    | University of Leon  
                    | University of Salamanca  
                    | University of Seville  
                    | Switzerland  
                    | FHS St. Gallen, University of Applied Science  
                    | Turkey  
                    | Sabanci University  
                    | United Kingdom  
                    | Aberystwyth University  
                    | University of Chichester  
                    | University of Essex  
                    | University of Lincoln  
                    | University of Sheffield  
                    | Canada  
                    | Douglas College  
                    | St. Mary’s University  
                    | Faculty of Arts and Science,  
                    | University of Toronto  
                    | Université du Québec à Montreal  
                    | Université de Sherbrooke  
                    | University of the Fraser Valley  
                    | North & South America  
                    | Arkansas State University  
                    | Beloit College  
                    | Cornell University  
                    | Jacksonville University  
                    | Kent State University  
                    | Linfield College  
                    | Louisiana State University  
                    | Mercy College  
                    | Millikin University  
                    | Montana State University  
                    | Moravian College  
                    | Northeastern Illinois University  
                    | Rider University  
                    | St. Cloud State University  
                    | State University of New York, Geneseo  
                    | Stockton University  
                    | Texas State University, San Marcos  
                    | Trinity College (CT)  
                    | University of Central Oklahoma  
                    | University of Chicago  
                    | University of New Mexico  
                    | University of Oregon  
                    | University of the South  
                    | University of Toledo  
                    | University of Vermont  
                    | University of Virginia  
                    | University of Washington  
                    | University of West Alabama  
                    | University of West Florida  
                    | Western Michigan University  


<table>
<thead>
<tr>
<th>Country</th>
<th>University</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wittenberg University</td>
<td></td>
</tr>
<tr>
<td>Virginia Wesleyan University</td>
<td></td>
</tr>
<tr>
<td>Mexico</td>
<td>Tecnologico de Monterrey</td>
</tr>
<tr>
<td>Brazil</td>
<td>University of São Paulo</td>
</tr>
</tbody>
</table>