

山形大学短期交換留学プログラム

# STEP-YU

Short-Term Exchange Programs at Yamagata University

Spring Semester 2019– Spring Semester 2020

## Contents:

1. Profile of Yamagata University
2. Profile of STEP-YU
3. Special Features and Aims of Each Program
  - (1) General (*Ippan*) Exchange Program
  - (2) Yamagata University Japan Studies Program (JSP)
4. Content of Classes
5. Life in Japan
6. How to Apply: Deadlines
7. Notification of Results

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## 1. Yamagata University

Yamagata University has six departments with twelve majors and seven post-graduate courses. It has four campuses<sup>1</sup>. The total number of students on all four campuses is about 9,000. As one of the leading universities in the Tōhoku (northern Japan) area, it fulfils an important role in both study and research. With ‘symbiosis between nature and mankind’ as its theme, Yamagata University is very active in developing human resources that will play a major role in the next generation. The university aims to pursue and develop knowledge and work towards the prosperity of the local communities.

As of May 1, 2018, 236 students from 30 countries are studying at Yamagata University. We have exchange agreements with 148 universities in 39 countries, offering international educational experience for both students and faculties.

## 2. STEP-YU

Yamagata University offers two short-term programs for international students, giving students from universities on exchange agreement the opportunity to study here while being registered at their home schools. These programs are called STEP-YU (Short-Term Exchange Program at Yamagata University).

General ( <i>Ippan</i> ) Exchange Program	1 semester or 1 year	Students from universities on exchange agreement with Yamagata University
Yamagata University Japan Studies Program (JSP)	1 semester or 1 year	

The number of students exempted by the host university from paying tuition and the credit transfer are set in the agreement between Yamagata University and the partner universities. You can find a list of these partner universities on our website.



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<sup>1</sup>These are located in three cities of Yamagata Prefecture. Kojirakawa Campus has the Faculty of Literature and Social Sciences, Faculty of Education, Art and Science, Faculty of Science, and Institute of Arts and Sciences. Iida Campus has the Faculty of Medicine which is located within Yamagata City. The Faculty of Engineering and the Faculty of Agriculture are located in Yonezawa City and Tsuruoka City, respectively.

### 3. STEP-YU Program Features & Aims

#### (1) General (Ippan) Exchange Program

This program aims to give both undergraduate and graduate students of various countries an opportunity to improve their Japanese language ability and their understanding of Japan, as well as their special studies and research. It offers regular courses given in Japanese in our six faculties. Enrolment is possible in all faculties and post-graduate courses. Depending on the exchange agreement with the partner institution, enrolment may be limited to undergraduate students.

Undergraduate students and graduate students of Liberal Arts whose language level equals at least level N2 of the Japan Foundation Japanese Language Proficiency Test (JLPT), can take regular courses together with Japanese students, and will be expected to turn in adequate results during their short-term study.

Graduate students of science are expected to be fluent enough in Japanese to master everyday life even if they perform their research in English. Therefore, students with low proficiency in the Japanese language are strongly advised to participate in Japanese language training both prior to coming to Japan and while at Yamagata University. Students are sometimes advised to change programs after application. For the possibility of performing research in English, please ask the faculty directly in which you want to enroll.

The program runs from

April 1, 2019 to either September 30, 2019, or March 31, 2020

October 1, 2019 to either March 31, 2020, or September 30, 2020

Undergraduate or graduate students should be enrolled in a university. The student must be at least in his/her second year of undergraduate study at the time of application. Japanese or English ability must be sufficient for smooth participation in university life. We will not be able to take any students who have graduated from their home university or who will graduate from their home university during the period of their study at Yamagata.

Notes: Those who wish to take specialized subject classes or do research in a specialized field at the Faculty of Engineering, Graduate School of Science and Engineering (Engineering) or Graduate School of Organic Materials Science, please apply according to the conditions of the STEP-YUFE application program which is the corresponding program of the Faculty of Engineering. In that case, please use the STEP-YUFE program application form. Please download the application guidelines for STEP-YUFE from the [Information for international students] link on the Yamagata University Faculty of Engineering IEC website (<http://yu-eng-iec.sakura.ne.jp/en/>).

#### (2) Yamagata University Japan Studies Program (JSP)

This program aims to give undergraduate and graduate students of various countries an opportunity to further their understanding of Japan. In order to advance not only language ability, but also the understanding of Japan, the lectures are offered in English. The students will be assigned to one of the faculties on Kojirakawa campus.

The program runs from

April 1, 2019 to either September 30, 2019, or March 31, 2020

October 1, 2019 to either March 31, 2020, or September 30, 2020

Undergraduate or graduate students should be enrolled in a university. The student must be at least in his/her second year of undergraduate study at the time of application. In principle, students are expected to have participated in at least 150 hours (one year) of Japanese language study at a teaching institution. Nonnative English speakers are asked to submit their official results from TOEFL, TOEIC, IELTS or other English Language Tests taken (CET is also acceptable). We will not be able to take any students who have graduated from their home university or who will graduate from their home university during the period of their study at Yamagata.

## 4. Content of Classes

### (1) General (Ippan) Exchange Program

*Japanese Language Course (Yamagata City Area):*

All students will participate in Japanese Language class at his/her level depending on the Placement Test. The following courses are for Spring Semester 2018. One lesson lasts for 90 minutes.

<i>Level</i>	<i>Course</i>	<i>Subject(lessons per week/credits)</i>
Lower Elementary	Elementary Japanese 1	Integrated Skills (4/3), Reading (1/1), Writing (1/1)
Upper Elementary	Elementary Japanese 2	Integrated Skills (4/3), Reading (1/1), Writing (1/1)
Lower Intermediate	Intermediate Japanese1 (Spring Semester)	Integrated Skills (4/4), Reading (1/1), Writing (1/1)
Upper Intermediate	Intermediate Japanese2 (Spring Semester)	Integrated Skills (4/4), Reading (1/1), Writing (1/1)
Common Subjects		Kanji 1 (1/1), Kanji 2 (1/1), Kanji 3 (Spring Semester) (1/1), Kanji 4 (Spring Semester) (1/1)
Lower Advanced	Advanced Japanese 1 (Spring Semester)	Reading (1/1), Writing (1/1), Speaking (1/1) Listening(1/1)
Upper Advanced	Advanced Japanese 2 (Spring Semester)	Reading (1/1), Writing (1/1), Speaking (1/1)
Research Instruction	Independent Study Project	Independent Study Project II (1/2)

*Supplementary Courses in Japanese Language (Yonezawa Area) (no credits):*

The following courses are for Spring Semester 2018. One lesson lasts 90 minutes.

<i>Level</i>	<i>Subject</i>
Beginner	Survival, Introduction, General Japanese 1, Kanji
Lower Intermediate	General Japanese 2, Japanese Skills 2
Upper Intermediate	General Japanese 3, Japanese Skills 3
Advanced	General Japanese 4, Japanese Skills 4

*Supplementary Courses in Japanese Language (Tsuruoka Area) (no credits):*

The following courses are for Fall Semester 2018. One lesson lasts for 90 minutes.

Introductory Course

For regular courses taught in Japanese, see the websites of each faculty and graduate school course.

### (2) Yamagata University Japan Studies Program (JSP)

Students have to take at least two subjects from each course (Japanese Language Courses and Japanese Culture Courses) per semester.

*Japanese Language Course:* see above.

*Japanese Culture Course:*

Spring Semester: An Introduction to Japanese Culture I (1, 2)

Japanese Popular Heroes, from the Age of Wars to Pre-modern Days (1, 2)

Introduction to Japanese Linguistics (1, 2)

Literature on Screen : Great Writers as Great Films (1, 2)

Introduction to Dialectology (1, 2)

Fall Semester: History of the Japanese Language (1, 2)

An Introduction to Japanese Culture II (1, 2)

Japanese pastimes – History and their effect on society (1, 2)

Japanese Popular History (1, 2)

Shodo-Japanese Calligraphy (1, 2)

Japanese Short Stories (1, 2)

Introduction to Elements of Japanese Society (1, 2)

### Opportunities for Japan Experience

The Japanese Culture classes offered by Yamagata University include such activities as tea ceremony, wooden doll (*kokeshi*) making, wearing traditional clothes (*Kimono*), Buddhist meditation, *kendama*, buckwheat noodle (*soba*) making, hot spring visits, making *origami*, traditional flower arrangement (*ikebana*), making Japanese confectionery, rolled sushi, and pottery. Through participation in visits to Japanese families and schools, as well as traditional festivals such as the *hanagasa* and lion dance, students can make Japanese friends and experience Japanese culture. In addition, the YU International Friendship Circle (IF) and various international exchange groups organize other valuable opportunities, such as boat trips on Mogami River. Yamagata Prefecture is an area full of nature and beautiful sites to enjoy throughout the year. There are hot springs (*onsen*) in every city, town, and village, and it's also a good environment for making friends. In such area, we guarantee that the exchange students will have the great opportunity to fully enjoy their stay.



## **5. Life in Japan**

### Spring and Fall Semesters

Spring Semester starts in early April and ends in early August. The summer vacation continues until September 30. Fall Semester starts on October 1. There are approximately 15 days of New Year's vacation from the end of December to early January. After the end of the semester, there is another vacation from late February through March.

Spring Semester	April	Spring Semester begins, orientation, Japanese placement test, class registration
	late July/early Aug.	final exams
	late Aug./Sep.	summer break
Fall Semester	mid-Sept	orientation, Japanese placement test
	Oct.	Fall Semester begins, class registration
	late Dec./early Jan.	winter break
	early Feb.	final exams
	late Feb./early April	spring break

### After Arriving in Japan

After arriving in Yamagata, students will be lodged at the International Houses. Within two or three days, students will be required to register their addresses, open bank accounts, and take their Japanese Placement Test as well as to participate in campus tours and orientation. Students will also have to register for classes during the first week of term. A Yamagata University student will be assigned as a “buddy” (we call them a “tutor”) to help you get used to life in the Yamagata area.

### Housing and Cost of Living (in Yamagata City)

For the short-term international students at Yamagata University (in Yamagata City), students can be accommodated at one of the two International Houses (Kasumicho or Hirashimizu), or Seimeiryō. Please be aware that there might be a possibility to live in an apartment off-campus if the number of applicants is over the capacity. The residents for each dorm are determined by the Kojirakawa International Center.

The International House of Kasumichō is about a twenty-minute walk from the campus, and it's close to Yamagata Station with good shopping opportunities. In the single rooms, there will be a bed, desk, chair, air conditioner, gas heater, cooler, kitchenette, kitchen shelf, bookshelf, shower and toilet.

The International House of Hirashimizu and Seimeiryō are about a thirty-minute walk from the campus. There is a shuttle bus service from the campus. The International House of Hirashimizu and Seimeiryō are surrounded by mountains, so the residents can feel the four seasons of Japan and enjoy taking a walk across the mountains.

Please see the box below about the expenses regarding housing. Other than the expenses below, electricity, gas, and water will have to be paid. Internet is available as well. For the International House of Hirashimizu, an individual contract is necessary to use the Internet.

Since the number of single rooms is limited, some of you might have to share a two-bedroom flat.

Security money deposit will be used for cleaning and other expenses upon moving out. The remaining sum will be returned unless there are no extra damages or loss.

Type of dormitory	Type of room	Boarding fee per month	Communal services fee per month	Security deposit on your move-in	Bedding fee per person
International House (Kasumicho)	Single room	¥5,900	¥4,000 ※	¥30,000	¥8,000 (One semester) ¥12,000 (One year)
	Couple room	¥11,900		¥36,000	
	Family room	¥14,200		¥45,000	
International House (Hirashimizu)	Family room	¥14,200	¥500	¥45,000	
Seimeiryō	Single room	¥10,000 ※	¥0	¥30,000	

Cost of Internet access at International House of Kasumicho and Seimeiryō is included in the fee of ※.

Cleaning cost after leaving will be deducted from the deposit. The balance will be refund, but the shortfall will be collected.

Students who cannot lodge at International House will be helped in finding a room. The monthly rent for a furnished room comes to ¥50,000 to ¥65,000; for an unfurnished room with bath and toilet ¥30,000 to ¥50,000; and for an unfurnished room with shared bath and toilet ¥15,000 to ¥30,000. Also, on moving in, a deposit equivalent to one to two months' rent will have to be paid as guarantee money.

Living in Yamagata, students will have to pay for their room rent, utilities, food, transportation, internet, phone, and after class activities. In total, this comes to approximately ¥60,000 per month. If students decide to work part-time, they will have to obtain permission in advance. You may obtain this permission on your first entry to Japan when you pass through immigration.

For housing and Cost of Living in the Yonezawa area (Faculty of Engineering, Graduate School of Science and Engineering (Engineering), Graduate School of Organic Materials Science), please check the guidelines of STEP-YUFE, the corresponding program of Faculty of Engineering.

Please download the application guidelines for STEP-YUFE from the [Information for international students] link on the Yamagata University Faculty of Engineering IEC website (<http://yu-eng-iec.sakura.ne.jp/en/>).

## INSURANCE

When studying at Yamagata University, you will have to obtain 2 types of insurance specified below.

### 1) National Health Insurance (Reference: about 21,000 yen for a year)

A foreign student who is residing in Japan with student visa is obligated to join the National Health Insurance program. When you receive medical care, please bring your Insurance card with you. The insurance card entitles you to a 70% discount.

### 2) Additional Insurance;

- a) Hospitalization and surgery resulting from injury or illness occurring during normal daily activities.
- b) Compensation for damages (including water pipe rupture) caused by fire, water etc. in your apartment or room.
- c) Compensation for damage done to other persons occurring during normal daily activities (subject to negotiation service for settlement).  
'Negotiation service for settlement': In case the person insured has caused any damages, the insurance company will negotiate with the injured party.

Please make sure the insurance you have joined is applicable within Japan. The insurance policy term should cover your entire stay at Yamagata University.

If the insurance you have joined in your country covers the above, please submit a copy of the insurance policy and Insurance subscription report to the International exchange student center immediately after the arrival date.

Those who do not submit the above report on arrival date should join Yamagata University Co-op Life Mutual Insurance · Personal Liability Insurance for Students · Living alone Insurance · Insurance. The cost is about 21,000 yen for a year.

## 6. How to Apply: Deadlines

The selection of candidates for STEP-YU is carried out on the basis of the student's grade point average, his/her plan for study and research, and two letters of recommendation issued by his/her teachers. The application forms for STEP-YU can be downloaded from our website. Students applying for the program are asked to send their complete application materials to the address given on the back of this pamphlet by registered mail, through their home university's International Studies Office or any other international office, by the following deadlines: November 1<sup>st</sup>, 2018 for students starting in April, 2019 and May 1<sup>st</sup>, 2019 for students starting in October 2019.

In addition, if there is more than one person applying from your university, please inform us in which order they have been recommended.

International Exchange Student Services  
Yamagata University

E-mail: kmryug@jm.kj.yamagata-u.ac.jp

Required STEP-YU Form	Required Documents
Form 1-1	Completed Application Form (Submit as a Word file)
	<b>Certificate of English Language Test</b> (Submit as a PDF file) ※Non-native speakers of English whose Japanese language ability has not reached N4 of the Japanese Language Proficiency Test are required to submit a copy of their TOEFL, TOEIC, IELTS or Chinese CET results.
Form 1-2	Plan of Study or Research (Submit as a Word file)
Form 2-1	One recommendation letter from applicant's instructor of Japanese at home institution. (Submit as a PDF file)
Form 2-2	One recommendation letter from an academic instructor at home institution knowing applicant for at least one year. ※C-1 and C-2 will have to come from different instructors. (Submit as a PDF file)
Form 3	Physical Examination Report (Submit as a PDF file) ※If you have a problem with sending the document through e-mail, using a postal mail service is also possible.
Form 4	Photo Document (Submit as a Word file)
	Application for Certificate of Eligibility (Submit as a Excel file)
	Academic Transcript (Submit as a PDF file)
	One copy of the Certificates of Japanese Language Proficiency Test or other Japanese Tests if applicant has taken any. (Submit as a PDF file)
	Copy of Passport ※The passport can't be expired during your stay in Yamagata. (Submit as a PDF file)
	Application Form for Residence Approval (Submit as a PDF file) ※Only if the students want to live in International House or Seimeiryō.
	Insurance subscription report ※only those who were admission permitted, submit at the date of arrival

Notes : Those who wish to take specialized subject classes or do research in a specialized field at the Faculty of Engineering, Graduate School of Science and Engineering (Engineering) or Graduate School of Organic Materials Science, please apply according to the conditions of the STEP-YUFE application program which is the corresponding program of the Faculty of Engineering. In that case, please use the STEP-YUFE program application form. Please download the application guidelines for STEP-YUFE from the [Information for international students] link on the Yamagata University Faculty of Engineering IEC website (<http://yu-eng-iec.sakura.ne.jp/en/>) .

## 7. Notification of Results

Results of applications to Yamagata University will be sent to the office in charge of study abroad at the applicant's home university by mid-March or late August, respectively.

The Certificate of Eligibility necessary for obtaining a visa will be sent to the same office by mid-March for students starting in April, or by late August for those starting in October. Before the arrival, students are asked to make sure about the necessary procedures with their Japanese Embassy or Consulate as well as about their flight tickets.