Table of Contents

Why iCLA? ........................................................................................................................................... 3

Important Dates ................................................................................................................................. 4

Minimum Requirements for Eligibility .......................................................................................... 5

1. How to Apply ................................................................................................................................. 5

2. Required Documents ................................................................................................................... 5

Student Visa Overview ..................................................................................................................... 6

Approximate Fees ............................................................................................................................. 7

1. Financial Aid ................................................................................................................................ 8

The Two Insurance Types Required at iCLA ................................................................................. 9

Frequently Asked Questions ............................................................................................................. 10 – 13

iCLA Fast Facts ................................................................................................................................. 14

Housing ............................................................................................................................................. 15

Access ............................................................................................................................................... 16

About Yamanashi Prefecture ........................................................................................................... 17

Tip: Click the button located at the bottom right of each page to return back to this page.
A curriculum taught 90% in English

World-class global faculty and academic rigor

An outstanding Japanese Studies Program

Surrounded by nature, yet easy and affordable access to Tokyo

Brand new, clean and state-of-the-art campus

Private dormitory room with 24-hour laundry room access

Why iCLA?
**Important Dates**

- **Fall 2019**-

- **Application Period**
  January 15, 2019 – April 15, 2019
  *Nominations sent at least two weeks before the application deadline.
  *Rolling admissions depend on: 1) availability, 2) applicant intake number, 3) overall applicant number.
  *Late applications may be rejected regardless of circumstances should the submission date fall during a holiday period. Please contact iCLA in advance.

- **Screening Period**
  April 16, 2019 – April 24, 2019

- **Announcement of Results**
  April 25-26, 2019

- **Confirmation of Study Abroad Participation**
  May 6, 2019
  *The visa process CANNOT begin until you confirm your participation.

**Visa and Moving Dates**

- **CoE Submission Deadline**
  May 30, 2019
  *Click here for details.

- **Move-in Dates (fixed)**
  August 27 – August 28, 2019

- **Move-out Deadline**
  December 23, 2019
  *It is NOT accepted to stay in the dormitory after the move-out deadline.
  *In principle, you MUST move-out on a weekday between 09:00 and 17:00.
Minimum Requirements for Eligibility

1. Completed at least one academic year at your home institution
2. Cumulative GPA of at least 2.5 on a 4.0 scale or equivalent (some exceptions allowed)
3. TOEFL: 213 (CBT), 550 (PBT), 80 (iBT); Cambridge FCE, IELTS 6.0 or equivalent
4. Two letters of recommendation (signed) from your home institution
*Japanese language skills are NOT required for admission.
*The requirements above are only regarding application eligibility and do NOT guarantee your admission.

How to Apply

Submit a complete, digital application to your study abroad advisor/coordinator during the application period. All the required documents MUST be received by iCLA before the aforementioned deadline. Deadlines are enforced.

Required Documents

Application (Forms 1-5)
- Form 1: Application for Study Abroad at iCLA
- Form 2: Faculty Recommendation Letters (2)
  *Two letters are required
- Form 3: Statement of Purpose
- Form 4: Study Plan at iCLA
- Form 5: Mental Health History and Class Assistance

Supporting documents (Attachments 1 – 3)
- Attachment 1: A photocopy of a valid passport or a similar ID
- Attachment 2: Photocopies of all post-secondary academic transcript(s) in English
- Attachment 3: Certificate of English Language Proficiency
  *Only required for non-native speakers of English

Note: All text and images must be clear for all forms and attachments.
Student Visa Overview

Overall, the process is composed of four main steps with two steps done by iCLA and two steps done by the student. Step 1, Step 2, and Step 3 are for Certificate of Eligibility (CoE), a document required to have before applying for a student visa. The CoE is an extremely important document that must be submitted on time – you have been warned. It is important to note that you will need a passport that is valid for at least one year from your planned date of entry to iCLA when applying as an already expired passport or one that is about to expire requires renewal before the visa process can begin. A more complete guide will be provided to accepted nominees who have confirmed their participation.

Step 1
The student prepares and submits the following 6 documents to iCLA.

1. Certificate of Eligibility (CoE)  
2. A photocopy of a valid passport  
3. A digital 3cm x 4cm photo ID  
4. Certificate of Health  
5. Financial Supporting Documents  
6. Mailing Address Form

Step 2
iCLA reviews all documents and then applies for the CoE by submitting the above documents received from the student to Immigration of Bureau of Japan.

Step 3
iCLA sends the issued CoE from Immigration of Bureau of Japan along with other documents by physical mail to the postal address of the host institution (or to another address if needed).

Step 4
The student applies for a student visa with the issued CoE along with other documents at the nearest Japanese Embassy or Consulate where he/she lives.
### Approximate Fees

**-September Entry-**

<table>
<thead>
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<th></th>
<th>Amount per Month</th>
<th>Total for Fall (Sept to Dec)</th>
<th>Total for Winter Program (Jan to Mar)</th>
<th>Total for Spring (Apr to Jul)</th>
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<tr>
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<td></td>
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<td></td>
</tr>
<tr>
<td>Room</td>
<td>¥35,000</td>
<td>¥140,000</td>
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<td>-</td>
</tr>
<tr>
<td>Utilities</td>
<td>¥12,000</td>
<td>¥48,000</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>(Board days)</td>
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<td>(¥1800/day)</td>
<td>¥144,000</td>
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<tr>
<td>(3 meals/day)</td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Cleaning Fee</td>
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<td>¥30,000</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>¥362,000</strong></td>
<td>(due date: 23-August-2019)</td>
<td></td>
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<tr>
<td><strong>2-sem</strong></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Room</td>
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<td>¥140,000</td>
<td>¥105,000</td>
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</tr>
<tr>
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<tr>
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</table>

*This date may change*

*Total costs are only estimates. Actual costs may vary depending on meal plans, rental fees (such as beddings) or the actual move-out date.*
IMPORTANT NOTES

1. **If payment is not made by the due-date, it will NOT be possible to move into the dormitory. You will be responsible to find another accommodation until payment is confirmed.**

2. Basically, the dormitory fees should be paid in a lump-sum payment.

3. The cleaning and repainting fee of JPY 30,000 are required.

4. In principle, all students must enroll in the meal plan. Should you have medical, health and/or religious reasons that prevent you from enrolling in the meal plan, then you will be required to submit a form during the visa process. **Note: All forms of vegetarians are NOT exempted.**

5. Breakfast, lunch and dinner are provided at the cafeteria from Monday to Friday.

6. **Fees must be paid up-front at the start of each semester for the duration of each semester.**

7. In principle, you may not stay in the dormitory before or after your studies at iCLA.

8. Cost calculation does not include other fees such as daily spending money, field trips, textbooks, transportation fees, etc.

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**Financial Aid**

Currently no financial aid is available for short-term international students at iCLA. We will update you when a new opportunity becomes available for short-term international students.
The Two Insurance Types Required at iCLA

All international exchange students are required to have TWO types of insurance during their stay at iCLA – regardless the length of study. Please note that it does NOT matter even if the two insurance items are similar or cover the same item(s) – both are required without exception. Details for both types can be found below.

Type 1 – Travel/Health Insurance
This insurance can be purchased in your home country prior to coming to iCLA and can be used during your stay in Japan. However, this insurance must cover at least the following three items: 1) medical evacuation, 2) body repatriation and 3) third-party liability. If your insurance does not cover one or more of these items, you will need to purchase them during an insurance information session at iCLA. Please note that you will only have the choice of buying items 1-3 together in one package or item 3 alone during the session.

If your insurance covers all three items above, you need to send a copy of the entire insurance policy in English or Japanese to iCLA. If a translation is unavailable, you can translate the document yourself. When translating:
   I. Translate each item of the insurance policy – if the policy is too long, then simply translate the parts that include the above three items as well as the date of issuance and validity period.
   II. Print the translation
   III. On the printed translation, handwrite with a dark blue or a black pen: “I have translated the above to the best of my ability and will take full responsibility for its accuracy.”
   IV. Handwrite with a dark blue or a black pen your signature and the date. Please note that digital signatures are NOT accepted for any reason.
   V. Submit your translation together with the original document(s).

Type 2 – Japanese National Health Insurance
In addition to Type 1, this insurance is REQUIRED for all international exchange students regardless whether you already have another insurance – this is the Japanese law. Although no action is necessary before coming to iCLA, you will be responsible for paying this during your stay at iCLA. For more detailed information, please see International Student Guidebook here.
Frequently Asked Questions

VISA & ENTRY RELATED
Q: Do I need a student visa to study in Japan?
A: Yes, all international students are required to obtain a proper student visa before entering Japan. Switching your visa status from tourist to student is not accepted under the current immigration law.

Q: How long does it take to obtain my student visa?
A: It takes 2-3 months for the CoE, a document necessary in order to apply for a visa, and then another month or so for the actual visa application. Refer to page 6 for an overview.

Q: What is the minimum number of credits required for the student visa?
A: The minimum number of credits required for the student visa is 12 credits (1 credit is equivalent to 2 ECTS (for students from EU)).

Q: How can I travel from the airport to iCLA?
A: From Narita Airport and Haneda Airport, there are trains and buses available. If traveling by bus, you should get off at Yamanashi Gakuin University. If traveling by train, you need to first get off at Kofu Station and then take a local train from Kofu Station to Sakaori Station (one stop). For more detailed information, you must contact the airport/railway company. Please see the links below (English available).
*Haneda Airport access information: http://www.haneda-airport.jp/inter/en/access/
*Narita Airport access information: https://www.narita-airport.jp/en/access
*Japanese Railway train information: http://www.jreast.co.jp/e/
*Campus Map: https://www.icla.ygu.ac.jp/en/4d00744374a1724042d5d27363d072c055f6fd9.pdf

Q: Do I need vaccinations or specific medical tests before coming to Japan?
A: Although a medical checkup is required prior to coming to Japan, iCLA does not require any specific vaccinations or specific medical tests. It is, however, highly recommended to consult your doctor for vaccination suggestions before traveling. Please note that iCLA does not provide any medical services.

Q: Do I need insurance before coming to Japan?
A: Yes, you are required to have insurance. There are two types of insurance required for all international students. Type 1 is health/travel insurance that you may purchase before coming to iCLA. Should you choose to purchase your own insurance, it must cover all of the following three items: 1) medical evacuation, 2) third-party liability and 3) body repatriation. If your insurance does not cover one or more of the items, you will need to purchase insurance at iCLA during an insurance information session. If you have your own insurance, you must provide a copy of the insurance policy in English or Japanese.
Type 2 is Japanese National Health Insurance, and you will be automatically enrolled in it so no action is necessary before coming to iCLA; however, please note that payment slips will be physically mailed to your student mail box in the iCLA dormitory after you have checked in and registered so please check your mail box regularly or pay a penalty fee!

Q: I am traveling with a lot of luggage. Can I ship some of it to iCLA in advance?
A: No, you cannot. iCLA does NOT accept any form of shipped luggage. All sent luggage will be rejected.

**ROOM & BOARD RELATED**

Q: Is early move-in possible at iCLA?
A: No, it is not. In principle, there are two move-in days for iCLA which are found the academic calendar. You must arrive at iCLA on these two days – if you come earlier, then you will be responsible for your own accommodation.

Q: Can I stay in my dormitory room after my study abroad term has ended?
A: No, you cannot. The dormitory room is only made available for students taking classes at iCLA so after you have completed your study abroad term(s), you must move-out. The deadline for move-out can also be found in the academic calendar.

Q: What should I do for meals during the weekend and national holidays?
A: There are numerous convenience stores and restaurants nearby. You can buy boxed meals (bentos) for around 500 yen each and eat at most of the nearby restaurants for under 1000 yen per meal. A supermarket is also nearby providing groceries at a relatively reasonable price. The best way to explore and learn is by making friends with existing Japanese and international students!

**STUDENT LIFE RELATED**

Q: Will I need to open a Japanese Bank Account?
A: You are not required to open a Japanese bank account since the ATMs on campus can accommodate bank transfers by cash deposits. There are ATMs at seven eleven convenience stores with foreign card functionality (please check with your local bank or credit card company regarding transaction fees). If you want to open a bank account, there will be an information session during orientation week at iCLA explaining the necessary procedures.
Q: Where can I exchange my local currency into Japanese yen?
A: The best place to exchange your local currency into Japanese yen is in your home country before coming to Japan. Although the airport is another place to do so, the exchange rate is often very poor. Yamanashi Prefecture, the prefecture in which iCLA is, has very few places to exchange currency so you should exchange your money in advance. Please note that the major local bank Yamanashi Chuo Bank (Japanese version only) only carries major currencies such as American, Canadian, Australian, Singaporean, New Zealand and Hong Kong dollar, euro, English pound, Chinese yuan, Korean won, and Swiss franc.

Q: Is there a bicycle available?
A: Yes, there is a bicycle available for rent for a one-time renting fee through the university, Yamanashi Gakuin University, for the duration of your stay at iCLA. More information will be provided prior to move-in.

Q: Are there any clubs that I can join?
A: Yes, there are. The parent institution, Yamanashi Gakuin University, has a wide range of casual and serious clubs in art, sports, music, creativity, etc. Please note that most clubs use Japanese and that serious sports clubs have strict requirements for membership that are decided on a case-by-case basis. The main campus also has a gym with membership available at a low price (gym orientation attendance required).

Q: Will I be able to extend my stay for another semester?
A: If you are originally only studying for one semester and the agreement between your university and iCLA permits extended stays, then it is possible to extend your stay for an additional semester for a total of two semesters. It is important to note that you will be required to pay additional fees such as room and board (this also includes the winter or summer break/period), and to renew your visa. The extension process is complicated and failure to submit the necessary documents on time can result in deportation.

Q: Can I work part-time while studying at iCLA?
A: Yes, and no. The original visa you are issued is a student visa which does NOT permit you to work part-time. In order to work part-time, you must fill out “Application for Permission to Engage in Activity other than that Permitted under the Status of Residence Previously Granted” form. After this form is approved, you will receive a stamp in your passport allowing you to work part-time (up to 28 hours per week) during your exchange period at iCLA; however, absolutely no jobs in any sexual service (and/or related) industries are permitted. Please note that the procedures for this differs between before and after arrival at Japan. If you are planning or even just thinking about working part-time while in Japan, we highly encourage you to fill out the form (provided during the visa process) and submit it to the immigration officer at the airport when you first come to Japan, NOT after coming to iCLA.
Q: Are there part-time jobs available at iCLA?
A: Yes, there are. Throughout the academic year, there are numerous events held at iCLA which often require student helpers. You can seasonally work part-time and help out at these events. Please note that the availability of these jobs strictly depends on the frequency and type of event as well as the number of student helpers required.

ACADEMIC RELATED
Q: When and how do I register for courses at iCLA?
A: Course registration will be conducted after you have arrived at iCLA. The course registration system used at iCLA will be explained during the orientation period during your initial week(s) at iCLA so no prior action is needed before coming to Japan; however, please note that you will still need to submit a study plan with your application.

Q: What is the maximum number of credits I can take at iCLA per semester?
A: In principle, the maximum number of credits you can take at iCLA per semester is 18 credits (1 credit is equivalent to 2 ECTS (for students from EU)). If you wish to enroll for more than 18 credits, you may do so with the approval of the iCLA exchange student academic advisor at iCLA.

Q: Where can I find the syllabi of the courses offered at iCLA?
A: The syllabi of the courses offered at iCLA last year (2018) can be found here. We will notify you once the revised course list is available.

Q: I am currently taking intermediate Japanese at my home university. Can I take advanced Japanese at iCLA?
A: Although you can put advanced Japanese in your Study Plan (Form 4), all international exchange students are required to take a Japanese placement test upon arrival at iCLA which means you may or may not end up taking your originally planned course. In addition, only 1 level of Japanese Language Course can be taken per semester.

Q: Excluding Japanese language courses, are there any pre-requisites?
A: Although international exchange students do not have pre-requisites, in principle, all seminar courses are only for degree-seeking students. It is also important to note that the language of instruction for Japanese workshops is Japanese only. If you have specific questions regarding the difficulty level or eligibility of a certain course, please directly contact the course instructor.
iCLA Fast Facts

**General description:** Four-year, residential, international liberal arts college in Japan

**Location:** iCLA is located in Kofu, Yamanashi, at the foot of Mt. Fuji, and is surrounded by beautiful mountains at the center of Japan’s wine industry.

**Parent institution:** Yamanashi Gakuin University (YGU), a private, family-owned institution established in 1946, offering the entire vertical of education from kindergarten to graduate school (about 6,100 YGU students)

**Accreditation:** Japanese Ministry of Education

**Academic year:** Two semesters: Spring (early April to early August), Fall (early September to late December)

**Degree-seeking students:** 60 per year; 30 Japanese, 30 internationals

**Exchange students:** Roughly 40 international exchange students on campus at any given time representing about 12 different countries.

**Full-time faculty members:** 24 full-time and over 10 adjunct faculty members. 63% of the full-time faculty members are non-Japanese, and hold graduate degrees from ANU, Chicago, Harvard, Indiana, Minnesota, Princeton, Sheffield, Warwick, Columbia, SOAS London, and Melbourne.

**Academic features:** Rigorous, interdisciplinary, student-centered, active, autonomous learning in a global, residential campus atmosphere

**Language of instruction:** All courses are taught in English except for Japanese language courses and a few Japan Studies workshops

**Liberal arts curriculum:** 3-credit courses in Art and Music, Japan Studies, Global Business and Politics. 1-credit experiential "workshops" in Japan Studies (Koto, Shakuhachi, Noh Theater, and Martial Arts), Acting, Directing, Dance, Interactive Art, Graphic Design, and Painting. Japanese language instruction is offered from beginning to advanced but Japanese language ability is not required for admission.

**Campus facilities:** Dormitories, classrooms, and offices designed by Toyo Ito – one of the world's most celebrated architects and winner of the 2013 Pritzker Award

**Residential campus:** All students live on campus in internationally integrated dormitories

**World-class athletics:** YGU has produced 52 Olympic athletes in 40 years in wrestling, martial arts, swimming, ice speed skating, field hockey, and other areas. Faculty members include a 2002 Karate world champion, a 5-time national Judo champion, an Olympian track and field coach.
All students studying at iCLA are provided their own private room with a common bath and lobby shared with 7 other students. A laundry room with 24/7 access is also available.
Access

iCLA is just 90 minutes from Tokyo by express train, allowing for students to enjoy the entertainment, shopping, cuisine and unique culture that it has to offer.
About
Yamanashi Prefecture

Yamanashi features Mt. Fuji, and is surrounded by breathtaking landscapes, forests, vineyards, and orchards. There are also historical temples and shrines for you to visit.