

Timetable for Freshmen of Fall 2016
School of International Liberal Studies
Study Plan 2 (SP2)

Date	Time	Place	Event	Target Students	Note
9/12 Mon.	See Note. 1	See Note. 1	Japanese Placement Test (J-CAT)	SP2 students (If applicable)	1
	12:45-16:30	Building 11 Room 501	English Placement Test	All students	2
9/13 Tue.	9:30-11:30	Building 11 Room 501	Freshman Orientation (By SILS)	All students	3
	11:30-12:30	Building 11 Room 501	"Student VISA" holders' Orientation	All "Student VISA" holders	4
	14:00-15:00	Building 11 Room 501	Guidance for Teacher's License (in Japanese)	If applicable	5
	15:00-15:20	Building 11 5F	Orientation for Other Foreign Languages ①	If applicable	6
	15:30-15:50		Orientation for Other Foreign Languages ②		
	16:00-17:00		Other Foreign Languages Level Check		
9/14 Wed. ※ Same contents as the session on 9/23	13:00-16:00	Building 11 Room 501	Session for signing contracts of WID/Recommended Dormitories (Kyoritsu Maintenance operated dormitories ONLY)	Residents of Waseda University International Dormitories (WID), Waseda Recommended Dormitories, and Dormitories operated by Kyoritsu Maintenance. (International Students ONLY)	7
9/16 Fri.	13:00-15:00	Building 14 Room 201	Orientation for International Students On Student Life (By CIE)	All SP2 students from overseas (Except for Japan nationality)	8
9/20 Tue.	13:30-16:00	Building 11 7F	Japanese Course Self Consultation (By CJL)	Those students who have questions after watching the orientation movie	9
9/21 Wed.	Menu for course guidance week Registration screen (WEB) (from 9:00)		First Course Registration (until 9/23 Fri.17:00)	All students	10
	10:00-14:00	Building 11 Room 606	Distribution of Automatic Courses Registration Result	All students	11
	10:00-17:00	Building 11 506, 507	Course Registration Consultation (By SILS Sempai project)	If applicable	12
	12:30-13:10	Building 11 Room 501	Summary Instruction session of Course Registration	If applicable	13
	14:00-15:00	Building 11 Room 501	English Language Orientation	All students	14
	15:00-16:30	Building 11 Room 609	WeTEC Test	Those students who take English II Classes	

Date	Time	Place	Event	Target Students	Note
9/23 Fri. ※ Same contents as the session on 9/14	13:00-16:00	Building 11 Room 501	Session for signing contracts of WID/Recommended Dormitories (Kyoritsu Maintenance operated dormitories ONLY)	Residents of Waseda University International Dormitories (WID), Waseda Recommended Dormitories, and Dormitories operated by Kyoritsu Maintenance. (International Students ONLY)	7
9/24 Sat.	10:00-16:30	Building 11 Room 606	Distribution of Student Identification Cards	All students	15
	13:00-14:00	Okuma Auditorium	Waseda University Entrance Ceremony	All students	16
	16:00-17:00	Okuma Auditorium	SILS Opening Ceremony	All students	17
9/26 Mon.	11:00~12:30	Building 11-1F In front of Family Mart	Campus Tour (By SILS Sempai project)	If applicable	18
	13:00~15:00 (OPEN 12:30)	Okuma Garden House	Welcome Reception (By SILS Sempai project)	If applicable	
9/27 Tue.	Waseda-net mail		Announcement of First Course Registration Result	All students	19
Enrollment Period of the Computer Security Seminar and Information Ethics Test You can take the seminar and the test from 28 th September to 24 th October.					27
9/28 Wed. CLASSES BEGIN					
9/28 Wed.	Menu for course guidance week Registration screen (WEB) (from 9:00)		Second Course Registration (Add - Drop) (until 9/29 Thur.17:00)	If applicable	20
10/1 Sat.	Waseda-net mail		Announcement of the Second Course Registration Result	If applicable	21
10/5 Wed.	Menu for course guidance week Registration screen (WEB) (from 9:00)		Third Course Registration (Add - Drop) (until 10/6 Thu.17:00)	If applicable	22
10/7 Fri. 10/8 Sat.	TBA	International Conference Center	Study Abroad Fair	If applicable	23
10/8 Sat.	Waseda-net mail		Announcement of the Third Course Registration Result	If applicable	24
10/10 Mon.	9:30-16:00	Building 11 4F, Global Network Center (GNC)	Add-only Course Registration	If applicable	25
10/11 Tue	During opening hours	SILS Office and Coop	Audit Fee/Course Enrollment Fee Payment Period (until 10/17)	If applicable	26

*For detailed explanation of each event, please refer to "Notes".

*If there is any notice for freshmen, we will inform you through our Web page.

<http://www.waseda.jp/fire/sils/en/>

*We will give an explanation on how to obtain "Waseda ID", how to use "Waseda-net mail" and "MyWaseda" in the Freshman Orientation.

Notes (1 – 27)
School of International Liberal Studies
Study Plan 2 (SP2)

1. Japanese Placement Test (J-CAT)

Basically, all SP2 students have to take 24 credits of Japanese Language courses by graduation. However, if the students take this test and are assessed at level 6 or above, some or all Japanese language requirements may be waived (Please refer to the following table and Course Registration Guide for details).

URL: <http://www.waseda.jp/fire/sils/en/students/registration/>

Those who wish to check your level or may have enough Japanese Language ability to be waived Japanese Language courses' credits, please take this test.

The test will be conducted in the morning. Those who will take the J-CAT test, **do not forget to check the detailed information (Time, Room, Building etc.) on the following website which will be available by the end of August.**

URL <http://www.waseda.jp/sils/en/student/index.html>

- ※ Please be sure to bring the **Admission Card** or **Certificate of Success in the Entrance Examination** which states your Admission number with you.
- ※ If you do not take the test, your level will be automatically regarded as Level 1 and must take 24 credits of Japanese Language courses by graduation.

<Japanese Language Course Requirement>

Result of Placement Test	1st Semester	2nd Semester	3rd Semester	4th Semester	Required credits for graduation
Level 1	6 credits	6 credits	6 credits	6 credits	24 credits
Level 2	6 credits	6 credits	6 credits	6 credits	24 credits
Level 3	6 credits	6 credits	6 credits	6 credits	24 credits
Level 4	6 credits	6 credits	6 credits	6 credits	24 credits
Level 5	6 credits	6 credits	6 credits	6 credits	24 credits
Level 6	6 credits	6 credits	waived	waived	12 credits
Level 7, 8	waived	waived	waived	waived	none

- ※ The credits you are exempt from must be replaced by taking other Elective Courses.

2. English Placement Test

This English placement test will be held to place you in appropriate English Language classes. All new students (**including the students whose native language is English**) are required to take this test.

- ※ Computer-scored answer sheets will be used at the test. Please bring HB or B pencils (Mechanical pencils are also acceptable) and plastic erasers.
- ※ Please be sure to bring the **Admission Card** or **Certificate of Success in the Entrance Examination** which states your Admission number with you.
- ※ **Those who have any of the scores mentioned below and wish to be exempted from taking English I and II, please submit a copy of your score sheet* on the test day (If you have already submitted your score card when you took the AO or Recommendation Admissions, you don't have to submit a copy of your score card in this case). Once you submit it, English I and II will be automatically exempted.**

Regardless of score sheet submission, ALL students including those students whose first language is English must take the English Placement Test.

*We cannot accept printed online screen.

1. TOEFL-ITP 550 points or above taken within the past two years from the test day
2. TOEFL-iBT 79 points or above taken within the past two years from the test day
3. TOEIC 750 points or above taken within the past two years from the test day
4. IELTS 6.5 points or above taken within the past two years from the test day

※Regarding the detailed information of English Course (including English I and II), refer to the P.24-27 of the following URL (Course Registration Guide) .

URL: http://www.waseda.jp/sils/en/common/pdf/student/course/course_registration_guide_2016_e.pdf

※For the residents of Waseda International Student House (WISH), Higashi-Fushimi Student Dormitory, Ichijima Kinen Sendagi Student Dormitory, WID, Waseda Recommended Dormitories, and Espoir Mejiro, Escort service from each dormitory to the campus will be provided by the Waseda volunteer students on September 12 Mon.

3. Freshman Orientation (By School of International Liberal Studies)

Important explanation and advices on various aspects on student life at SILS and Waseda University (including how to register your courses) will be provided.

※Please bring the Admission Card or Certificate of Success in the Entrance Examination which states your Admission number with you.

4. “Student VISA” holders’ Orientation

In this orientation, we will explain about the important procedures for “student VISA” holders such as; resident registration, bank account registration and scholarship application etc. All “Student VISA” holders, Dependent VISA and Diplomatic VISA holders must attend.

5. Guidance for teacher's license (in Japanese)

Guidance for teacher's license will be given for those who want to be an English teacher in Japan. Please note that this guidance is conducted in Japanese.

6.Orientation for Other Foreign Languages and Level Check

-Target Language-

French, Spanish, German, Chinese, Russian, Korean

<Orientations for Other Foreign Languages>

There will be orientations for each foreign language offered at SILS. Students who are undecided or unsure of which foreign language to take, must attend the orientations. Important explanation and advices on the way to learn the language will be provided, so we also recommend the students who have already decided which foreign language to take to attend the orientations. The orientations will be held in two different periods. You may attend orientations for two languages if you wish.

<Level Check>

In principle, Other Foreign Language courses, which are compulsory, must be taken from level 1. However, if you have previously learned any of the target language stated above, you may be exempted or reduced the number of required credits by taking a level check interview with the instructor in charge.

Those who wish to have Other Foreign Language credit exempted or reduced, must attend the level check. If you have supporting documents proving your ability in the language in question, please bring it to the interview.

Note that AO enrollees, who wrote down a language other than Japanese or English under "First Language" in the application form, will be automatically exempted from taking Other Foreign Language courses.

7. Session for signing contracts of WID/Recommended Dormitories

(Kyoritsu Maintenance operated dormitories ONLY)

Foreign residents of Waseda University International Dormitories (WID), Waseda University Recommended Dormitories, and Dormitories operated by Kyoritsu Maintenance must attend this orientation. Please attend either day. *Those who are concerned about signing contracts in Japanese are recommended to attend as well.

8. Orientation for International Students on Student Life (By Center for International Education)

For overseas students who have little or no experience of living in Japan, there will be a guidance session. To enable you to start your stay in Japan as smooth as possible, useful information and advice will be provided on necessary preliminaries such as; alien registration, opening a bank account etc.

*Non-Japanese passport holders must attend.

9. Japanese Course Self Consultation (By Center for Japanese Language)

Prior to the Self Consultation, watch the Academic Orientation movie on CJL webpage, which shows the general information about Japanese courses and registration method at first.

< Self Consultation >

If you have any questions after watching the movie, please attend the Self Consultation.

You don't have to attend this consultation if you do not have any questions.

Those students who will take Japanese Language Courses must refer to the following URL for details. Information will be updated by September 1.

URL: http://www.waseda.jp/cjl/en/a_orientation.html

10. First Course Registration

All students must register their courses through WEB "Menu for course guidance week Registration screen.

11. Distribution of the Automatic Course Registration Result

The result of the Automatic Course Registration will be distributed. Based on the result of the placement test, your English courses will be registered automatically. Please be sure to bring the Admission Card or Certificate of Success in the Entrance Examination which states your Admission number with you. If you cannot receive it on the designated day and time, come to the SILS office (Building 11, 4th floor) later and receive it.

12. Course Registration Consultation (By SILS Sempai project)

SILS senior students (Sempai) provide consultation for those who have questions about the registration method or course selection.

13. Summary Instruction of Course Registration

SILS office Staff will provide basic instructions about Course Registration. If you would like to participate in this session, we recommend that you bring the sheet of Automatic Course Registration Result with you.

14. English Language Orientation

This is an orientation about the English I・II・III. All students need to attend this orientation.

15. Distribution of Student Identification Cards

- ※Student ID card will be given to you **in exchange for your Admission Card** which states your Admission number. **Please be sure to bring it with you**. Your Student ID can only be given to you in person (you cannot ask your proxy to receive it). If you cannot receive it on the designated day, come to the SILS office (Building 11, 4th floor) after the day.
- ※After receiving your student ID card, please confirm that there are no mistakes in the printed information such as your full name and photograph. Also please confirm your name and address on the back of the ID card. If your address is not printed in the current address, or is outside of Japan, please register your new address. The back-side seal is updated every year, while you will keep the same card until your graduation.

16. Waseda University entrance ceremony (in Japanese)

University-wide entrance ceremony will be held.

17. SILS Opening Ceremony

SILS opening ceremony is a separate ceremony held by the School of International Liberal Studies exclusively for SILS new students.

18. Campus Tour, Welcome Reception (By SILS Sempai project)

SILS senior students (Sempai) will hold a campus tour and a welcome reception for new students. This will be a good opportunity to make friends, so please join these events.

19. Announcement of the First Course Registration Result

The result of the First Course Registration will be announced through Waseda-net mail **at night on the result announcement day**. You can also check the result from "Menu for course guidance week Registration screen " **on the next morning**. Please check it carefully and proceed to the Second Course Registration procedure, if necessary.

20. Second Course Registration

During this period, you will be able to drop courses and add courses which have vacancies. Not all the courses can be added/dropped. Read carefully the *course registration guide* for details.

21. Announcement of the Second Course Registration Result

The result of the Second Course Registration will be announced through Waseda-net mail **at night on the result announcement day**. Please check it carefully, and proceed to the Third Course Registration procedure, if necessary.

22. Third Course Registration

During this period, you will be able to drop courses and add courses which have vacancies. Not all the courses can be added/dropped. Read carefully the *course registration guide* for details.

23. Study Abroad Fair

Although study abroad is not compulsory for SP2 students, if you have interest in studying abroad, please attend this fair. However, note that most of the sessions will be conducted in Japanese. The English session will be provided in the last part of the Fair.

24. Announcement of the Third Course Registration Result

The result of the Third Course Registration will be announced through Waseda-net mail **at night on the result announcement day**. Please check it carefully, and proceed to the Add-only Course Registration procedure, if necessary.

25. Add-only Course Registration

You may add SILS lecture/seminar courses which have vacancies at the Global Network Center (4F, Bldg.11). **Note that this Course Registration is first-come, first-served basis and the registration time and method differ from the 1st-3rd registration period.** Be sure to bring your student ID card.

26. Audit Fee/Course Enrollment Fee Payment Period

For some University-wide Open Courses, Audit Fees / Course Enrollment Fees are required (please refer to the University-wide Open Course Guidebook for details). Students taking these courses must receive the "Audit fee payment slip" at the SILS office, and pay the required amount at the University Co-op (Bldg.17, 2F).

27. Enrollment Period of the Computer Security Seminar and Information Ethics Test

Freshmen must take and pass the following seminar and test in order to acquire correct knowledge to use the IT services provided by Waseda University such as PCs, Internet services and mail services.

-Computer Security Seminar for Freshmen

-Information Ethics Test

Attention

You cannot buy a student commuter pass for public transportation before September 24.

If you wish to purchase a student commuter pass, please go to the ticket office on 24, and show your student ID card (Student ID cards will be distributed on September 24).

End