

Frequently Asked Questions (Before study abroad)

What kind of study abroad programs are there at Waseda University/SILS?

Generally speaking, there are 4 different kinds of study abroad programs; Double Degree Program, Exchange Program, Customized Study Program, and SILS Exchange Program. Besides SILS Exchange Program, the Center for International Education (CIE) is in charge of all of the inter-university study abroad selection processes that are open not only to SILS students but also to all of Waseda University students. The CIE Office is located on the 4th floor of Bldg.22, and its function is completely different from that of the SILS Office. However, SILS is in charge of an inter-school study abroad selection process for SILS Exchange Programs.

Please see the following website for more information:

<https://www.waseda.jp/inst/cie/en>

Where can I have a study abroad consultation?

Please visit Waseda Global Gate at CIE. Access:

<https://www.waseda.jp/inst/cie/en/access>

Global Network Center (GNC) welcomes SILS students in need of help about studying abroad:

<https://www.waseda.jp/fire/sils/en/students/support/gnc/>

If you wish to ask about Credit Transfer and/or SILS Exchange Program, please visit the SILS office:

<https://www.waseda.jp/fire/sils/en/students/study-abroad/>

Do all SILS students who applied for study abroad programs get automatically accepted into the host institution?

No, all SILS students who applied for study abroad programs don't get automatically accepted. In order to participate in the study abroad programs of Waseda University, first, students have to pass the inter-university study abroad selection process.

What if I fail the inter-university study abroad selection process?

First of all, please remember that studying abroad is not compulsory for SP2 students. Students who failed the inter-university study abroad selection process can apply again in the next round. You can also consult about it with the staff at the SILS Study Abroad Counseling Service at Global Network Center, depending on the reason why you failed.

My desirable host institutions are Columbia University and Pembroke College, Oxford.

Is it difficult to study abroad there?

Yes, it is. Columbia University, Washington University, and Pembroke College, Oxford, etc., are among the institutions where it is most difficult to pass the inter-university study abroad selection process, because a lot of students tend to wish to study abroad there. Also, please note that there is a possibility that you may be required to have prerequisites to attend some courses at institutions such as these. For more details, please check the information provided by CIE when the inter-university study abroad selection process starts.

If I pass the inter-university study abroad selection process, do I automatically get accepted into the host institution?

No, there is no guarantee you will get accepted into the host institution. The inter-university study abroad selection process is just one step. After you have passed the inter-university study abroad selection process, the host institution will screen you. The large majority of students nominated by Waseda University have been accepted by bilateral partner institutions. However, the final judgement is up to the host institutions.

As for the GLCA/ACM, students have freedom to choose as many universities as they wish to apply for. However, just like the OUS and CSU, after students have been selected as a nominee by Waseda University, a separate selection process by the GLCA/ACM will determine which university the students will attend.

What is the Study Abroad Fair? When is it held?

CIE provides an orientation called the “Study Abroad Fair” twice a year for students who want to study abroad. This orientation offers not only general information about

study abroad, but also specific information about particular programs. Annually, CIE holds its orientations in April or May, and in October.

Please refer to the CIE website:

<https://www.waseda.jp/inst/cie/en>

I am curious about the studying abroad expenses.

The studying abroad expenses consist of tuition fees, room & board (living expenses), traveling fees, and etc. Living expenses especially depend on the country and area you are going to study in. Please gather as much information as possible by yourself, using the Internet and other resources. Experience reports written by former study abroad students are available for your use at the Waseda Global Gate on the 1st floor of Bldg. 22.

Is there an accommodation system in a study abroad program offered by Waseda University?

It depends on the program/institution you will participate in.

As for Customized Study programs (CS), in principle, the institution will arrange the accommodation. However, please note that there may be some exceptions.

As for Exchange Programs (EX), in principle, students will have to arrange their own accommodation. Depending on the university, they may offer you paid accommodation also. It is very important to arrange your accommodation as soon as possible after you have received a certificate of acceptance from your host institution. However, under certain circumstances, please understand that we may not be able to secure your accommodation.

How do I select departments and majors? Can I choose my department?

It depends on the program/institution you will participate in. There may be some limits and prerequisites in some universities, depending on the program.

Please be sure to check the information carefully through the following Program List.

<https://www.waseda.jp/inst/cie/from-waseda/abroad/programlist/list>

What is the difference between the “Selection process in the first semester” and the “Selection process in the second semester”?

The “Selection process in the first semester” means students will apply for study abroad programs of Waseda University in the spring semester in order to begin their study abroad in spring semester of the following year, while the “Selection process in the second semester” means students will apply for study abroad programs of Waseda University in the fall semester in order to begin their study abroad in fall semester of the following year. In most of foreign universities the academic year begins on September, but universities of Korea and Australia have the similar calendar to Japanese ones. Selection process in the spring semester is held in May, and Selection process in the fall semester is held in October. However, SILS students cannot apply for the selection process in the first semester of their first year. (SILS students have to complete three semesters before starting the study abroad programs of Waseda University.)

Can I change my host institution after the internal university study abroad selection process?

No, you cannot. You are also not allowed to refuse to study abroad after you have passed the internal university study abroad selection process. Please collect information and consider seriously before applying through the internal university study abroad selection process.

Can I drop out of studying abroad in the middle of the program, due to emotional problems in the host institution?

Please consult with the people in charge of your study abroad program, first the coordinators and instructors at your host institution, and then the CIE Office and SILS Office. Due regard should be given to your own emotional well-being. If you do not cope well emotionally during your time abroad please do not hesitate to contact staff in the CIE or SILS Offices to discuss your options.

What is the mutual exemption of tuition fees?

The mutual exemption of tuition fees is a contract agreed between Waseda University and bilateral partner universities. In this agreement, both universities exchange the same number of students and those who study abroad are exempted from paying the

tuition fee of their host institutions. Thus, if the mutual exemption of tuition fees is applied to your desired study abroad program, you only have to pay Waseda University's tuition fee, no matter how cheap or expensive, comparing to Waseda University fees, the tuition fee of your host university is.

What is the "Program fee"?

The "Program fee" is a required expense applied to students who choose to study abroad with Customized Study Program (CS). By paying this "Program fee", both tuition fees of Waseda and the host university are exempted during studying abroad.

What is "Self-financed study abroad"?

"Self-financed study abroad" allow students to study abroad on their own initiative, not through Waseda University. All procedures must be made by students themselves. Also, no support from either Waseda University or SILS is provided. Please consult with the SILS office for details.

When and where can we get the application form of the internal university study abroad selection process? Are the application forms of host institutions the same as Waseda's? If not, should we get the application form by ourselves?

The details of the inter-university study abroad selection process in the spring semester will be issued at the Spring Study Abroad Fair in April or May. For the fall semester, the information will be issued in the Fall Study Abroad Fair. The application forms of host institutions are different from Waseda's. The application forms will be distributed through CIE after you have passed the internal university study abroad selection process.

Where is FAQ provided by CIE?

Please access to the following website:

<https://www.waseda.jp/inst/cie/en/from-waseda/faq>

Where can I check the Program List?

You can check the Program List from the following website:

<https://www.waseda.jp/inst/cie/from-waseda/abroad/programlist/list>

Where can I get information about scholarships?

Please see the following website for more details:

<https://www.waseda.jp/inst/cie/en/from-waseda/aid>

Is it possible to apply more than one study abroad programs at once?

Yes, you can apply up to 7 different programs at once.

Can I contact the students who have participated in the program?

Once you have officially accepted, you are able to acquire email address of students who joined the same program before. Please make a request at CIE. Please be aware that you will be informed only upon their agreement, as it is personal information. You can also ask for various advice concerning study abroad such as life and study to “student study abroad advisor” who joined study abroad program before. Please ask CIE staff for further information.

What about the selection process for institutions in Non-English-speaking countries?

It depends on the case. For instance, if you want to go to a university in Brazil, the selection method is the same as in English-speaking countries. However, Portuguese language proficiency will be tested at the interview. For more details, please check the information given by CIE. Global Network Center (GNC) has various resources and texts for non-English-speaking areas. Please take advantages of the services offered by GNC.

Frequently Asked Questions (During and after study abroad)

I am thinking about taking a similar course or a course with the same name as a course I took at Waseda University. In this case, can the unit be transferred to Waseda University?

In principle, there are no regulations on course registration during study abroad. Units which are specified on your official transcript can be transferred to Waseda University.

What kind of classes should I take during the study abroad program?

As long as the course is reflected on your official transcript, it is possible to transfer credits to Waseda University. However, mind that, if most of the courses you took are language classes and PE classes, or similar classes the accredited credits might be lower since these courses tend to be less difficult than other available courses.

I would like to take the same class as one I took in the previous semester during study abroad. Will the units of both classes be transferred to Waseda University?

Generally, it is not acceptable. However, if there is a special reason and also the number of credits and grades for both classes respectively are on your official transcript, it is possible for the units of both classes to be transferred to Waseda University.

I am a TA in a Japanese class, and activity as a TA is accepted for credit at the host institution. How about at Waseda University?

If the activity as a TA is on your official transcript or certificates, it is possible for the activity as a TA to be accepted as a credit at Waseda University.

I am taking language classes at a language school other than the host institution. Will the credits earned at the language school be transferred to Waseda University?

No, they will not. Only the units taken at the host institution, which are on your official transcript with the number of credits and grades, will be eligible to be transferred to Waseda University. If the language classes at the language school are shown on the official transcript issued by the host institution with the number of credits and grades, it is possible that the credits earned at the language school can be transferred to Waseda University. However, if you can only receive another certificate issued by the language school, not the host institution, the credits earned at the language school will be considered separately. Please prepare objective documentation before coming back to SILS.

Is it possible to register for the courses offered in summer or winter quarter?

It is possible but the number of available courses is limited. “Extra Course Registration” refers to the system that enables students to newly take courses offered in the summer or the winter quarter or intensive courses during the spring or summer vacation, When they return to Japan from studying abroad.

For details, please refer to the following URL link:

<https://www.waseda.jp/inst/gec/en/undergraduate/registration/>

How can I give notice of the change of address/ telephone number of my guarantor / payer of the school fees during my period of study abroad?

If you were NOT living together with your guarantor before your studying abroad, you need to submit the prescribed form. However, you can inform us by e-mail (to: sils-ac@list.waseda.jp) during your period of study abroad. Be sure to send it by Waseda e-mail with your name and student ID number for identification.

If you were living together with your guarantor before your period of study abroad, please change your address information on MyWaseda (menu: “My profile”).

Can I drop out of studying abroad in the middle of studying abroad, due to emotional problems in the host institution?

Please consult the people in charge of your study abroad program, first the coordinators and instructors at your host institution, and then the CIE Office and

SILS Office. Due regard should be given to your own emotional well-being. If you don't cope well emotionally during your time abroad please do not hesitate to contact staff in the CIE or SILS Offices to discuss your options.

What should I do if a serious biohazard (such as SARS or human-transmitted bird flu) or terrorism happens?

We directed students studying abroad in affected areas to come back to Japan when SARS actually broke out in the past. There might be some cases in which we would require students studying abroad to come back to Japan due to terrorism and other matters. If such cases occurred, please follow the instructions of Waseda University.

Is it possible to work part time in the host country?

A part-time job is not permitted in most countries due to the visa regulations. You need to estimate a rough budget for a one year program prior to the application. Don't count on income from working in the host country to cover tuition fees and living expenses. Make sure to consult with your sponsor (s) (i.e. your family). Living expenses means every expense other than tuition fees. The sum you need largely varies by the host country, region, and university. The expenses other than tuition, such as accommodation, food, textbooks, transportation, allowance and etc. should be considered.

Can I extend the program period?

The program period is basically for one year and you are required to return to the university after completing the program. The students on the programs are not allowed to extend the period, however, privately financed students may be allowed to extend their period of study. Make sure to consult with your host university and the SILS office.

How many credits can be transferred?

Credits earned during the study abroad period have to be converted to the equivalent number of Waseda University units according to the Credit Transfer Methods. It is not possible to directly transfer the number of units earned at the host institution. Students successfully undertaking a standard annual course load at their host institution should expect to receive Waseda credit units within the range typically

achieved over two semesters by a student studying at SILS, that is, 32–36 units. A maximum number of credits you can earn from Credit Transfer is 40.

Please refer to “Credit Transfer” of the following website for more information:

<https://www.waseda.jp/fire/sils/en/students/study-abroad/>

I want to transfer my credits and graduate right after I finish my study abroad. Can I do this?

Generally speaking, it is impossible. Even if you are scheduled to join a company or to go to a graduate school right after your graduation, and yet having a trouble with graduation due to the credit transfer delay, you are required to directly consult with the company or the graduate school, since the SILS office cannot make any special arrangements. Please make sure to plan your graduation schedule with utmost care. There is a possibility that your transcript may not be issued in time, or there may be problems with postal delivery, or of the screening might be postponed for some reason. (SILS will NOT allow you to graduate if your credit transfer is not completed, even if it is for unavoidable reasons.)

Full responsibility concerning credit transfer lies with the students and if the credit transfer is not completed in time for graduation, the student must continue his/her enrollment in SILS the next semester.