

## Graduate Student Exchange of AY 2021

(Waseda University, University of Kyoto, Keio University, The University of Tokyo)

Under an agreement with Kyoto University, Keio University and The University of Tokyo, Waseda University has conducted Graduate Student Exchange Program since 2008, mainly offering doctoral research guidance.

Followings are overviews and requirements for this program for AY 2021. Please make sure of the whole information and submit required documents to your graduate school's office if you would like to apply.

### 1. Guideline

- Master's/doctoral students of Waseda University can take a part of research guidance necessary to complete their degree from the above universities if these are approved as beneficial for their research.
- In addition to research guidance, postgraduate students can take courses from the above universities as long as these are approved as beneficial for their research.

Each graduate school decides how the credits of research guidance and courses taken at the above universities are admitted Waseda University's credits.

### 2. Exchange Term

The exchange term is within a year in principle. However, doctoral students may extend it to another year when it is approved as beneficial for your research.

### 3. Qualification Requirements

Doctoral or master students, excluding ones from any professional graduate school.

### 4. How to apply

Apply to your school's office more than two months before the first day of exchange.

※If you want to start research guidance or coursework at a host university from April 1, 2021, please contact your school's office as soon as possible.

#### \*Notes:

- Each graduate school may set different deadline. Please confirm with your school's office in advance.
- The first day of exchange is April 1 in Keio University.
- You cannot apply for more than one graduate school.
- Once you complete application, you cannot cancel it. Please consult with your supervisor well in advance.
- Once exchange is admitted, you are supposed to take out an insurance policy, "Injury and Accident Compensation Program for Waseda Students (GAKUSHOUHO)" and "Liability Protection Program for Waseda Students (GAKUBAIHO)."

## >>Requirement Document: Application Form for AY 2021 Graduate Student Exchange

\*You can get the form from your school's office.

### >>Place to submit the document: your school's office

### >>Application Flow

- (1) Gain approval from supervisor at host graduate school you would like to attend. If it is difficult for some reason to gain approval from supervisor at host university in advance, submit the application form to your school's office first.
- (2) Submit the application to your school's office after getting approval from supervisor at Waseda University.
- (3) Waseda requests exchange to host graduate school students applied for.
- (4) The host graduate school gives the result to Waseda.
- (5) Your school's office informs you of the result.

#### \*Notes:

- It takes about 2 months from application to start of exchange. Please give yourself plenty of time to apply for that.

Student's personal information is used only within this program. There is possibility to make statistical information which does not enable the identification of the specific individual.

#### 5. Enrolling courses

The range of available courses differs according to graduated school you are attending. Some graduate schools permit exchange students to take research guidance only. For details, please confirm to your school's office.

You may be allowed to take some designated courses as maximum 10 credits on the rule of the graduated school you are attending in case that these are approved as beneficial for your research.

#### 6. Tuition

Pay the tuition and other fees to Waseda University. You do not need to pay other tuition to host graduated school you are attending. However, some fees which might be required individually; course enrollment fee, the fee for laboratory work and fieldwork and dormitory fee.

#### 7. Student's status during exchange

Your status remains as Waseda University student even during exchange.