

Graduate School of Business and Finance, Waseda University

FACT SHEET AY2017-2018 for incoming exchange students

School Information	
Graduate School of Business and Finance, Waseda University (Waseda Business School)	
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Website	http://www.waseda.jp/fcom/wbs/en

Application Procedures	
Prerequisites	<ul style="list-style-type: none"> • Good command of English or Japanese • Exchange students must be enrolled in a graduate level program in their home Institutions.
Required Documents	<ul style="list-style-type: none"> • Application Form • Academic Objectives and Research/Study Plan • <u>Original Copy</u> of Recent Transcript or Certificate of Academic Records • Statement of Financial Resources • Certification of financial resources sufficient enough to cover living expenses staying in Japan • Photocopy of Applicant's Passport • Five (5) Color passport sized Photographs (including the one on the application form) • Application for Certificate of Eligibility (designated form by Japanese Ministry of Justice) • Housing Questionnaire
Nomination & Application Deadline	Fall semester: 15 th May Spring semester: 15 th November
Announcement for the Official Acceptance	Fall semester: Middle of June Spring semester: Middle of December

VISA Procedure	<p>Certificate of Eligibility (COE) and Certificate of Admission will be sent to a home institution with the following schedule. Upon receipt, students need to apply for a student VISA at the nearest Japanese Embassy. In addition, they are responsible for collecting other requested documents. http://www.cie-waseda.jp/visastatus/en/index.html</p> <p>Fall semester: End of July</p> <p>Spring semester: Middle of February</p>
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Exchange Program Information	
Courses Available for Exchange Students	<ul style="list-style-type: none"> · Minimum 1 course and maximum 10 courses are required to be registered. · Course registration takes place upon arrival. <p>【MBA program】</p> <ul style="list-style-type: none"> · Course list for 2017-2018 will be updated in January 2017. For your reference, please find below the course lists for WBS regular IMBA students for 2016-2017. http://www.waseda.jp/wbs/student/news/detail/pdf/02_2016_Spring_Full%28E%29Lecture.pdf http://www.waseda.jp/fcom/wbs/assets/uploads/2015/05/01_2016MBA_Fall_Full_Lecture_eng-2.pdf · Elective and bilingual courses (except for 'GOTO bilingual workshop') offered at MBA program are open to exchange students. Core courses and overseas courses are not open to exchange students. <p>【MSc in Finance program】</p> <ul style="list-style-type: none"> · Elective core subjects (see below) offered at MSc in Finance program are open to exchange students. · The courses will be offered in either fall or spring semester. The schedule will be fixed in January 2017. Derivatives Modeling / Applied Time Series Econometrics / Advanced Microeconomics / Comparing Financial Systems / Market Microstructure / Corporate Governance / Real Estate Finance / Mathematical Finance / Management of Financial Institutions / Venture Capital Financing / US & European Financial Markets and Institutions / Asset Allocation / Applied Microeconometrics
Academic Calendar	<p>Fall semester: End of September to Early February</p> <p>Fall intensive: February (optional)</p> <p>Spring semester: Early April to End of July</p> <p>Spring intensive: August (optional)</p> <ul style="list-style-type: none"> · Academic calendar for 2017-2018 will be updated in January 2017. <p>Academic calendar for 2016-2017 (for your reference) http://www.waseda.jp/fcom/wbs/assets/uploads/2015/05/2016_WBS_Academic_Calendar_eng.pdf</p>
Orientation Week	<p>Fall semester: Mid September</p> <p>Spring semester: End of March</p>
Estimated Date of Arrival	<p>Fall semester: Mid September</p> <p>Spring semester: End of March</p>

Grading	Waseda Grading System for Master's/MBA Students ; 1 course = 90 minutes per class/per week x 15weeks = 2 credits				
	Indication on Transcript	Score	Evaluation	Number of Credits	Remarks
	A+	100-90	Pass	2	Bilingual Courses are P/Q (Pass or Fail) basis
	A	89-80			
	B	79-70			
	C	69-60			
	F	under 59	Fail	N/A	
	P		Pass	2	
	Q		Fail	N/A	
Grade Announcement	Fall semester: Mid March Spring semester: Mid September We will mail the 'official grade reports' (transcript of academic records) to a home institution after students' grades are announced officially.				
Special Treatment for 'Early Leave'	In case you need to leave Japan early and are not able to complete the whole semester <u>due to your home university's academic calendar</u> , please submit the proof and inform the WBS office when you need to leave.				

Other Information	
Living Expenses	Approximately 150,000 Japanese yen per month (including accommodation), depending on life style. http://www.waseda.jp/eng/campuslife/expenses.html
Accommodations	Exchange students can apply for dormitories operated by private companies in cooperation with the University, including Waseda University International Dormitories (WID) and Waseda Recommended Dormitories. WID are dormitories exclusively for Japanese and international students of Waseda University. A housing agent "Kyoritsu Maintenance Co., Ltd." will help you in arranging a room in WID. For more details, please refer to: http://www.gakuseikaikan.com/dp/waseda/index_E.html Waseda University's dormitories are very competitive, and unfortunately, exchange students will have few chances to be assigned a room.
Facilities	At the orientation, each exchange student will receive a student ID card. With this ID card, the student can access to the facilities on campus, e.g. PC rooms, library, gymnasium, and swimming pool etc.
Japanese Language Courses	Japanese language courses are available to all exchange students. If the number of applicants trying to register the course exceeds the limitation, the selection will be made by computer. Please be noted that we cannot guarantee if you are selected to take the courses you registered. As of AY2017, exchange students are not charged for the course registration, however, please be advised that it is subject to change. Website: http://www.waseda.jp/cjl/en/index.html