GUIDELINES FOR APPLICANTS
FOR STUDY IN JAPAN La-CEP FY2019
THE UNIVERSITY OF ELECTRO-COMMUNICATIONS

1. PROGRAM NAME: A Co-Creative Education Program of Humanities and Sciences to Solve Global Issues Confronting Japan and Latin America (La-CEP)

2. PROJECT OVERVIEW: This project is a collaborating initiative between Tokyo University of Foreign Studies (TUFS), Tokyo University of Agriculture and Technology (TUAT), and the University of Electro-Communications (UEC) to jointly foster human resources with practical vision and an active role in the global community to solve global-level issues including environment, resources, energy, food, and socioeconomic development that affect Latin America and Japan. (http://en.musashino-la.jp/)

3. HOST UNIVERSITY: The University of Electro-Communications, Tokyo (UEC)

4. CONTENTS OF PROGRAM
   1) Short-term “Cross-Cultural Communication” Program (1 month)
      a) Orientation at UEC
      b) Opening Ceremony at TUFS (only for “Summer Visit”)
      c) Japanese Language Class at UEC (1 week)
      d) Lab-work at UEC (3 weeks)
      e) Meeting for Final Presentation & Closing Ceremony

   2) Mid-term “Area Studies” Program (6 months)
      a) Orientation at UEC
      b) Opening Ceremony at TUFS
      c) Japanese Language & Culture Program at TUFS (1 month)
      d) Lab-work at UEC (1 semester)
      e) International Course at UEC, including Japanese language (1 semester)
      f) Internship at Japanese Company or Research Institution (2-4 weeks)
      g) Meeting for Final Presentation & Closing Ceremony

* The contents of program and schedule might be subject to change without notice.
5. **PERIOD OF STAY AND NUMBER OF STUDENTS**

<table>
<thead>
<tr>
<th>Program</th>
<th>Period of Stay</th>
<th>number</th>
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<tbody>
<tr>
<td>Short-term Program (Summer Visit)</td>
<td>from the end of August to the end of September, 2019</td>
<td>1</td>
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<tr>
<td>Short-term Program (Fall Visit)</td>
<td>from the end of October to the end of November, 2019</td>
<td>2</td>
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<tr>
<td>Mid-term Program</td>
<td>from the end of August, 2019, to the middle of February, 2020</td>
<td>1</td>
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*Shot-term applicant: Graduate student or under graduate student
Mid-term applicant: Graduate student only (Master students or Doctoral students)

* Brazilian nationals and citizens are required to obtain VISA. Furthermore, Brazilian nationals and citizens those who wish to stay in Japan for more than 90 days are required to apply for Certificate of Eligibility (CoE) in order to obtain Student VISA. See the website of Japanese Consulate General in São Paulo. [https://www.br.emb-japan.go.jp/itprtop_pt/index.html](https://www.br.emb-japan.go.jp/itprtop_pt/index.html)

6. **DORMITORY**

All La-CEP students will be assigned to an on-campus accommodation with air conditioning at affordable charges. ([http://www.fedu.uec.ac.jp/en/current/everyday-life/housing/uec-international-house.html](http://www.fedu.uec.ac.jp/en/current/everyday-life/housing/uec-international-house.html)) The on-campus accommodation monthly rate is around 25,000 JPY (utility bills not included). However, if you are a Short-term student whose period of stay is less than 90 days, the rent fee of August or October will be charged on daily basis.

Departure cleaning fee (around 13,000 JPY) is also charged additionally.

7. **APPLICATION DOCUMENTS**

(1) **Short-term Program (Summer Visit / Fall Visit)**
   - Application form of "Short-Term Exchange Program"
   - Academic transcript
   - Certificate of English Proficiency
   - Certificate of Japanese Proficiency, if you have

(2) **Mid-term Program**
   - Application form of "Special Audit Student"
   - Application form of ISEPTUFS
   - Academic transcript
   - Certificate of English Proficiency
   - Certificate of Japanese Proficiency if you have
[Note]

1) “Summary of the research topic to hope” must be described in detail. Furthermore, you need to indicate what kind of research you are currently working on.

2) You need to indicate at least five names of prospective supervisors at UEC.
   Refer to OPAL-RING (http://www.uec.ac.jp/eng/research/introduction/)

8. INSURANCE
Medical and personal liability insurance is offered by UEC. *All of the amount may not be covered.

9. EXPENDITURE FOR AIRPLANE TICKET
Airplane ticket fee for a round trip between Brazil and Japan is supported by UEC.

10. SCHOLARSHIP
A scholarship of the amount of 80,000 JPY per month is provided by UEC.
1) Short-term Program: 1 month
2) Mid-term Program: 6 months
   Keep in mind that Mid-term students have to pay 7 month rent fee despite of the fact that the total amount of scholarship you can receive is only 480,000 JPY (6 months).

11. CONDITIONS
The applicant:
1) must be fluent in English or Japanese.
2) must have his/her own research field, which UEC contains.
   Refer to OPAL-RING (http://www.uec.ac.jp/eng/research/introduction/)
3) must have the nationality of a country which Ministry of Foreign Affairs of Japan defines as one of Latin-American nations.
   Refer to the following website: https://www.mofa.go.jp/region/latin/index.html

12. Non-Eligibility:
Those who meet any one of the following conditions are ineligible. If identified ineligible after being selected, he/she must withdraw from this opportunity.
1) Those who are military personnel or military civilian employees at the time of their arrival in Japan.
2) Those who are planning to receive more than 80,000 JPY of scholarship per month from an organization other than UEC (including a government organization of their home country) with the aim of joining this program must withdraw from the scholarship.