

- Arrival Procedures – For Self-Supporting Students, Foreign Governments/Private Foundation Scholarship Recipients

This information is for those entering Japan to enroll at the Graduate School of Agriculture & Life Science/Faculty of Agriculture, The University of Tokyo, during the fall semester 2021.

Prior to arrival in Japan
What to do
<p>Preparing documents to bring along (as needed):</p> <ul style="list-style-type: none"> ♦ Photographs (about 10, 3.5 cm×4.5 cm size) ♦ Cash (about 3,000 US dollars) ♦ Travel insurance (necessary until you register for the National Health Insurance, after that optional) ♦ Graduation certificate (Original) and Transcript (Original) ♦ Any other documents you consider necessary <p><i>Self-supported students, especially those who wish to apply for scholarships after arriving in Japan, are advised to bring at least three copies each of Graduation Certificates and Transcripts.</i></p>
<p>Find housing:</p> <p>If you are looking for a place to live, ask your supervising professor to help you find housing. The following websites may be useful:</p> <ul style="list-style-type: none"> ♦ The University of Tokyo Housing Office: http://www.u-tokyo.ac.jp/en/administration/housing-office/housing/index.html ♦ OICE website of our graduate school: http://www.a.u-tokyo.ac.jp/english/oicehp-e/accommodation.html ♦ Private accommodations: Asia Bunka Kaikan: https://abk-institute.org/en/dormitory/ Uphill International House of Studies: http://www.tomisaka.jp/uphill/Uphill_en.htm (walking distance from our graduate school, furnished, no key money or deposit required) ♦ The University of Tokyo CO-OP: http://www.univroom.com/utcoop (in Japanese only)
<p>Arrange your transportation/directions from the airport:</p> <p>Arrange for transportation from the airport to the place you will be staying. Please check the information regarding COVID-19 measures and follow the instruction of Japanese Government.</p> <p>Airport websites:</p>

<http://www.narita-airport.jp/en/> (Narita Airport)

<https://tokyo-haneda.com/en/> (Haneda Airport)

Catch up on the latest information

♦ **The University of Tokyo (Regarding COVID-19):**

<https://www.u-tokyo.ac.jp/en/general/COVID-19.html>

♦ **Ministry of Justice (Information related to COVID-19)**

https://www.isa.go.jp/en/nyuukokukanri01_00151.html

At the airport of entry (immigration)

Important note

Check your residence card carefully at immigration:

Residence card will be issued at immigration to those who have a “student” resident status (except for those whose period of stay is three months or less). Please check to see the information on the card is correct as soon as you receive your residence card. It is especially important that your name indicated on the card is identical to the one shown in your passport. If there are any discrepancies such as misspelling or missing spaces, ask the immigration officer to correct immediately. Otherwise, you will need to go to the Tokyo Immigration Office in person for correction at a later date. Even if the difference between the information on your residence card and your passport is small, you will not be able to complete official procedures such as opening a bank account, etc.

After Arrival

What to do

Move into the Dormitory:

Housing Office has sent Notification of Admission through the Online System for Todai Accommodations (OSTA) to those who have been selected as residents of the UTokyo International Student Dormitory. Prospective residents of International Hall of Residence (Mitaka, Oiwake, and Toshima), International Lodge (Komaba, Kashiwa), and Mejirodai International Village : download the “Must-read for Future Residents” of respective accommodations from the following website and check date & time for move-in and the necessary move-in procedures.

<http://www.u-tokyo.ac.jp/en/administration/housing-office/download/index.html>

Please check the top page of Housing Office to make sure what you need to do before coming to Japan.

<https://www.u-tokyo.ac.jp/adm/housing-office/en/index.html>

Bedding materials (bed cover, blanket, pillow, etc.) are not provided. However, some dormitories have rentals. Contact the respective dormitories about the rental procedure, etc. Application forms can be downloaded from <http://www.u-tokyo.ac.jp/en/administration/housing-office/download/index.html>

Register your address at the City/Ward office in your area (within 14 days of establishing a residence):

Required for registration:

- ◆ Residence card (received at the time of entry into Japan),
- ◆ Passport

**Residence card will not be issued to those whose period of stay is three months or less. Registration is not required in this case.*

National Health Insurance (for those residing in Japan for more than 3 months):

All those with “student” status of residence (more than 3 months) must join the National Health Insurance system. Please apply for the National Health Insurance when you register your address at your City/Ward office.

•Insurance Premiums

International students who claim no income tax can receive reasonable rates for their insurance premiums. 70% of medical fees will be covered by the National Health Insurance, so you will need to pay only 30% of the fees when receiving medical treatment/prescription medicines, by showing your insurance card.

Required for application:

- ◆ Residence card (received at the time of entry into Japan),
- ◆ Passport

National Pension (for those residing in Japan for more than 3 months):

National Pension is a public pension system participated by all persons ages 20-59 who have an address in Japan. Students with low income are eligible to apply for postponement or exemption. *Research students, please refer to (2) below.

(1) Regular (International) Students: “Special Payment System for Students”

(2) Non-Regular International Students: “contribution Postponement System for Low Income Persons”

(If you are under 50 years old and your/your spouse’s income is lower than a certain level, you can apply for this postponement). Please consult with a city/ward office of your residence for details.

Receive your student ID card:

Pick up your student ID card at the Undergraduate/Graduate Student Section, the Student Service Center.

Open a bank account:

Bank account is necessary to receive scholarship transfer and for payment (electronic withdrawal/transfers) of monthly rent, utility expenses, telephone bills, tuition fees, etc.

Please enquire with the bank about the procedures to open an account.

For your reference, most banks require the following documents:

- ◆ Passport
- ◆ Student ID card

- ♦ Residence card (with your current address where you bank book and card will be sent by post at a later date.)
- ♦ Seal

Complete the Enrollment procedure

Go to the Graduate Student Section to complete the enrollment procedure. Bring the necessary documents such as your residence card, certificates.

Fees (Tuition):

Register your bank account at the Graduate Student Section

Scholarship Information:

Refer to the following link: <https://www.a.u-tokyo.ac.jp/english/oicehp-e/scholarship.html>

Japanese Language Course

Refer to the following link: <http://www.a.u-tokyo.ac.jp/english/oicehp-e/japanesecourse.html>

Apply for IC (SECOM) card:

IC (SECOM) card and code number are required to access the buildings of the Faculty of Agriculture during late hours (8pm to 8am), weekends and holidays.

Apply at the Graduate/Undergraduate Student Section.

Register for classes offered in the A1, A2, and W Term:

Register through UTAS. (Except research students)

A1/A2/W Subjects: October 1 – October 15

Modification of Class Registration: October 18 - October 19

Modification of Class Registration (*for classes offered in A2/W terms): November 29 – December 1

*Limited to classes offered by the Graduate School of Agricultural and Life Sciences.

Research students: to audit a course, get the permission of the instructor and your supervisor and notify the Graduate Student Section.

About student commuter pass (regular students only):

Students enrolled in the regular undergraduate/master's/doctoral course can take advantage of the student discount on train pass. When purchasing a student commuter pass at the train station, students will be asked to show the certificate (distributed by our graduate school/faculty), student ID, and residence card. Discount is not available for research students.

About “Gakkensai” (Students have the Student Insurance plans ①+② in our graduate school.)

Insured: Undergraduate Students

Graduate Students (master's/doctorate students)

Research students

① Personal Accident Insurance for Students Pursuing Education and Research (“Gakkensai”)

The scope of insurance coverage includes injury, disability, or death resulting from an accident that occurs while you are:

- (1) involved in a curricular activity,
- (2) attending a university event,
- (3) on campus,
- (4) involved in a UTokyo extracurricular activity,
- (5) commuting to or from the university, or
- (6) traveling between university facilities.

For more information: <https://www.a.u-tokyo.ac.jp/english/oicehp-e/university/20210304-1e.pdf>

② Liability Insurance coupled with PAS

Incidental Liability Insurance provides legal indemnification for causing injuries to a third party or damages any property belonging to a third party in the course of regular curricular activities or internships in Japan or overseas.

For more information: <https://www.a.u-tokyo.ac.jp/cstudents/20210305-3e.pdf>

Undergo Medical Check-up:

Students must undergo the medical check-up every year. Check-up will take place at the Hongo/Komaba/Kashiwa Health Service Center, the University of Tokyo. For further details, see <http://www.hc.u-tokyo.ac.jp/en/health-service-2/>

Report to the Immigration Office

If you have been enrolled in/affiliated with another institution (university or graduate school, etc.) in Japan before enrolling at the University of Tokyo, you need to report on the change of the affiliated institution to the Immigration Office. Submit a form either online, personally, or by postal mail within 14 days after your enrollment at the University of Tokyo.

To submit online : <https://www.ens-immi.moj.go.jp/NA01/NAA01S/NAA01STransfer>

OICE Events

OICE hosts various events for international students. Details can be found on the OICE website: <http://www.a.u-tokyo.ac.jp/english/oicehp-e/events.html>

Useful Links

<p>Office for International Cooperation & Exchange (OICE)</p> <p>Graduate School of Agricultural and Life Sciences (GSALS)</p>	<p>Information (including scholarship, accommodation, events, etc.) concerning international students enrolled in our graduate school/faculty can be found on the OICE website.</p> <p>URL: http://www.a.u-tokyo.ac.jp/english/oicehp-e/index.html</p>
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Visitor Info	<p>Tourist Information (Japan National Tourism Organization) including weather, transportation, 24 hours Hotline for visitor when emergencies, etc.): https://www.japan.travel/en/</p> <p>Information for new residence by Tokyo Metropolitan government 「Life in Tokyo: Your Guide」 英語版 PDF [7MB] (tokyo.lg.jp)</p>
The University of Tokyo (For International Students)	<p>Website for International Students: https://www.u-tokyo.ac.jp/adm/inbound/en/index.html</p> <p>Guarantor System: https://www.u-tokyo.ac.jp/en/prospective-students/university_guarantor_system.html</p> <p>International Student Handbook: http://www.u-tokyo.ac.jp/en/about/international_handbook.html</p>

Contact Information	
Office for International Cooperation & Exchange (OICE), GSALS	<p>Tel: +81-3-5841-8122 (from outside Japan) 03-5841-8122 (from within Japan)</p> <p>Email: oice.a@gs.mail.u-tokyo.ac.jp</p>
International Student Section, GSALS	<p>Tel: +81-3-5841-0583 (from outside Japan) 03-5841-0583 (from within Japan)</p> <p>Email: ryugaku.a@gs.mail.u-tokyo.ac.jp</p>