

Scholarships

The scholarship system endeavors to encourage learning and equalize educational opportunities by providing incentives for students achieving superior academic performance and by providing support to students for whom schooling is economically difficult. Our university handles our own internal scholarships, Japan Student Services Organization (JASSO) scholarship loans, and the scholarships offered by local public-sector organizations and private-sector scholarship foundations.

[Scholarship guide](#) materials are distributed at the Student Affairs Division window, which also handles inquiries and counseling concerning scholarships. Students in need of assistance because of a sudden change in their family's economic situation (the unemployment, long-term hospitalization, convalescence, death, or disaster-victim-status of the principal source of family financial support) should consult with the Student Affairs Division as necessary.

In the submission of applications please strictly observe the prescribed deadlines and window operating hours.

Meiji Gakuin University scholarships

This is our university's own scholarship system. The funds are all provided as grants and do not need to be repaid later.

(Scheduled for academic year 2019)

Name	Purpose	Application Requirements	Application period	Grant Amount
Meiji Gakuin University Academic Achievement Award	To recognize students with superior academic achievement	① Students enrolled for at least 2 years and within minimum years of study ② Designation as one of the students of each department/year with superior academic performance	Early June (Individual contact)	¥250,000 or ¥150,000
Meiji Gakuin University Hepburn Scholarship * Some of the funds for this scholarship are received from the Meiji Gakuin University Guarantor Association as donations.	Economic assistance	① Students for whom economic assistance is deemed necessary, and whose studies are not impeded by a health condition ② Students who are receiving JASSO scholarship loans or other scholarship loans. Or students who applied for JASSO scholarship loans (in the case of second-year students and above, those who applied for Category 2 scholarship loans) or other scholarship loans for the given year but had their application rejected ③ In principle, students who have acquired the standard units for their school year. However, first-year students and transfer students are not required to have the standard units in the academic year in which they enroll only. ④ Students within minimum years of study. However, transfer students may apply during the three years after enrollment. ⑤ International students cannot apply.	Fall semester (new students) Late September (EG and JG second-year students: middle of July)	The upper limit is an amount equal to one-half of annual tuition plus one-half of annual facilities fees.
Meiji Gakuin University Scholarships for Approved Overseas Study (Long-term)	Support for international study	Undergraduate students to which the Meiji Gakuin International Student Exchange Regulations Article 5 Paragraph 1 Item 1 apply (however, excluding persons engaging in the short-term overseas study stipulated in the same regulations, Article 8 Paragraph 2.	Fall overseas study: Late June Spring overseas study: Late Jan.	[2015 and earlier students] Payment of ¥200,000 during enrollment, one time only [2016 and later students] Payment of ¥250,000 per 1 semester for semesters when school registration at this university is "currently engaged in overseas study" due to the said overseas study (however, the amount varies for some of the overseas study programs)
Meiji Gakuin University Curriculum International Student Scholarship	Support for international study	Undergraduate students to which the Meiji Gakuin International Student Exchange Regulations Article 5 Paragraph 1 Item 3 apply (however, only 2016 and later students)	(Set based on the timing of the overseas study)	Support for international study ¥250,000 is paid one time only while the student is enrolled
Kunitsugu Ono Fund (scholarship)	Academic incentive	① Third year (or later year) students aspiring to work in a social welfare or psychology related field in the future ② Christian students given preference	Mid June	TBA (¥70,000 in academic year 2018)

Meiji Gakuin University International Student Academic Achievement Award	To recognize students with superior academic achievement	① International students enrolled for at least 2 years and within minimum years of study ② Designation as one of the students of each year with superior academic performance	Early June (Individual contact)	¥150,000
Guarantor Association International Student Scholarship	Economic assistance	① Students who have "College Student" resident status ② Long-term international students for whom economic assistance is deemed necessary, and whose studies are not impeded by a health condition <ul style="list-style-type: none"> • Allowances (excluding enrollment fees and tuition) average less than ¥90,000 per month • In the case that you have dependents living in Japan, their annual income must be less than ¥5,000,000 ③ Regardless of loans or benefits, a person who is not paid an amount more than the Ministry of Education Honors Scholarship for Privately Financed International Students as a monthly scholarship from other sources ④ In principle, students who have acquired the standard number of units for their school year. However, first-year students and transfer students are not required to have the standard units in the academic year in which they enroll only. ⑤ Students within minimum years of study. However, transfer students may apply during the three years after enrollment.	Late September (EG and JG second-year students: middle of July)	The upper limit is one-half of annual tuition

* In addition to the scholarships listed in the above table, there is also the Shirokane no Oka Scholarship which is a scholarship of the type that is promised to students before they enroll, but the university does not offer this to enrolled students.

■ Japan Student Services Organization (JASSO) scholarship loans [URL https://www.jasso.go.jp/](https://www.jasso.go.jp/)

These scholarship loans (Note 1) are provided to outstanding students who are deemed to have difficulty pursuing their studies for economic reasons, and who meet both the academic standards and income standards defined by the JASSO. (Note 1) A system of grant provision was newly established from academic year 2017, but application is only through high schools, etc. so no new applications are being accepted by the university.

	Category 1	Category 2
Application period	Early April (for details check the bulletin boards) * Students who urgently need a scholarship due to a sudden change in their family's economic situation should consult with the Student Affairs Division window as necessary.	
Scholarship loan amount (2017 actual amount)	Monthly loan amount (Note 2) At home: ¥20,000 - ¥ 54,000 Away from home: ¥20,000 - ¥64,000	Monthly loan amount Choose multiples of ¥10,000 from the ¥20,000 - ¥120,000 range
Loan period	Limited to within minimum years of study	
Interest	No interest	Interest (at repayment time, maximum of 3%/year)
Repayment	After graduation, repayment using method defined by JASSO.	
Other	<ul style="list-style-type: none"> • When the scholarship loan is granted, the prescribed methods are to be followed for the loan grant procedures (submission of repayment pledge) and continuation procedures. If you fail to properly follow these procedures, you will not be able to receive the scholarship loan. • [First year students] Students who received a "Candidate for Granting of Scholarship Loan" (reservation student) decision while still in high school must submit the "Notification of Candidate Decision for Granting of Scholarship Loan" to the university. (Details will be explained at the scholarship explanation meeting in April). • Students receiving JASSO scholarship loans at schools, etc. prior to enrolling at Meiji Gakuin University should submit the "Enrollment Notification" (printed on pp. 58-59 of the "Repayment Guide") to the Student Affairs Section by the end of April. Submission of the notification will result in scholarship loan repayment being postponed while you are enrolled here. 	

(Note 2) The monthly loan amount that can be chosen differs depending on the academic year of enrollment. Please inquire to the Student Affairs Division window for the details.

Notice to recipients of Japan Student Services Organization scholarship loans

Students who have been granted JASSO scholarship loans and who are receiving those loan funds must, even after the loan is granted, follow various procedures concerning continuation and repayment while they are still enrolled here.

Even after your scholarship loan has been deposited in your bank account, do not just sit back and assume nothing more is necessary. You need to regularly check scholarship loan information on the bulletin boards and Port Hepburn and the Student Affairs Department website. In addition, if your address or telephone number (mobile phone number included) changes, be sure to notify the Student Affairs Department window.

■ Scholarships offered by local public-sector organizations and private-sector scholarship foundations

There are various types of scholarships offered by prefectures, cities, towns and villages to students who are resident there or were born there. Private-sector scholarship foundations also offer scholarships for various purposes. Essential application information for such scholarships will be posted on bulletin boards and the Student Affairs Office website as soon as it is received by the university.

There are a significant number of cases in which students directly apply for scholarships without going through the university. In such cases it is important to directly contact the relevant organization, such as the Board of Education, city hall, etc. of your hometown or current place of residence, or collect information on the Internet, etc.

Student Affairs Division handles inquiries concerning scholarships.

Shirokane TEL 03-5421-5157 (Main Building, 1F)

Yokohama TEL 045-863-2029 (Building 1, 1F)

URL <https://www.meijigakuin.ac.jp/gakusei/>

■ Student Credit Union

This system provides temporary loans to undergraduate students.

■ Short-term loans

This system only provides loans when funds suddenly become necessary due to unforeseen circumstances such as sudden illness or loss of a purse or wallet.

Application period	In principle, while classes are in session (including the end of term examination period)
Loan amount	¥5,000 (interest-free loan provided immediately)
Application method	Loan applications are accepted at the Student Affairs Division at both the Shirokane and Yokohama campuses, but repayment should be done at the same campus where the loan was received. Loans involving both campuses are not allowed; nor are multiple loans at the same campus.
Repayment deadline	Repayment is to be made within two weeks of the day the loan is received. In cases where repayment performance is bad, loans will no longer be provided.

For details, please see the Meiji Gakuin University Short-term Loan Regulations (the MG DIARY 2019 Supplement "University Rules and Regulations" or the Student Affairs Department web page)

■ Special loans

This system provides temporary loans in cases where circumstances make it difficult for students to pay their university fees; the objective of the system is to provide support so that students can continue their studies. The period for applying for these loans lasts until the day after the final day of the period for submission of a payment deferral request for the given term.

Application deadline	By the day after the final day of the period for submission of a university fees payment deferral request for the given semester
Loan amount	The upper limit is an amount equal to one-half of the total of tuition for the subject term plus facilities fees for the subject term.
Application method	Loan applications are accepted at the Student Affairs Division at both the Shirokane and Yokohama campuses. After document screening and an interview by the Student Affairs Department, the President makes the decision whether to approve the loan.
Repayment deadline	Repayment is to be made (either as a lump sum or in instalments) within six months counting from the month after the one in which the loan was received. However, in the case of students in their graduation year, payment is to be made while the student is still enrolled.

For details, please see the Meiji Gakuin University Special Loan Regulations (the MG DIARY 2019 Supplement "University Rules and Regulations" or the Student Affairs Department web page)

The Student Affairs Division handles inquiries concerning the Student Credit Union.

Shirokane TEL 03-5421-5157 (Main Building, 1F)

Yokohama TEL 045-863-2029 (Building 1, 1F)

URL <https://www.meijigakuin.ac.jp/gakusei/>

■ International exchange

“Discover the world. Connect with the world.”

At the International Center (IC), we support a variety of international exchange activities so that all of our students can grow into persons able to communicate freely with people having a wide range of different values and customs. If you would like to try studying overseas or would like to try participating in international exchange activities, please feel free to come to the center.

Principal publications	Handbook for International Study “Approved Study Abroad Report” (a compilation of the study abroad reports and experiences of Meiji Gakuin students who have studied abroad)
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■ Support for students studying overseas

○Long-term overseas study

In the university overseas study program (long-term) under which students study overseas at partner universities of this university for six months to a year, the credits earned at the overseas university can be accredited as units of this university under certain conditions after the student returns to Japan. The overseas study period is also counted in the enrollment period, so it is possible to graduate in four years. The overseas universities are primarily located in the English-speaking countries but have been expanded to regions throughout the world, including the French-speaking world, the German-speaking world, the Spanish-speaking world, the Chinese-speaking world, and the Korean-speaking world.

○Short-term overseas study

We hold a short-term overseas study program using the summer break and spring break periods. The overseas universities are partner universities of this university and language schools certified by this university, and it is a high quality program. Students are awarded credits by participating in the program, submitting theses, and achieving a certain grade level.

○SDGs Study Tour

This is a study tour mainly aimed at students in lower grades that is held in the summer holiday period (in academic year 2018 it was held in Vietnam). It is a program centered on experiences and exchanges with the local people, and it enables the participants to strongly appreciate the SDGs (sustainable development goals) that have been stipulated by the United Nations.

○United Nations Youth Volunteer Program

This is a program that collaborates with the United Nations Volunteers and nine domestic universities to dispatch students as volunteers to developing countries. They are dispatched for approximately five months to United Nations offices and international institutions in developing countries.

Please confirm the conditions for application, the application times, etc. of each program in their respective application guidelines in Port Hepburn notices or the website of the International Center. We also accept consultations about other overseas study as needed. No appointment is necessary so please feel free to make an inquiry.

■ International exchange activities on campus

○Buddy Program

The Buddy Program is a supporter program which acts as a school friend to exchange students studying at this university by answering their questions about study at the university or their life in Japan, and helps them to lead an enjoyable student life.

○Foreign Students Association MGU

This is comprised of and run by full-time international students at Meiji Gakuin University, regardless of their home country or region. It involves a wide range of activities, including exchanging information about classes, scholarships, and job-hunting, as well as networking events with people on and off campus, etc.

○Host Family Program

Exchange students from countries around the world studying at this university further deepen their understanding of Japan through home stays, so we are widely recruiting host families to accept these students into their homes.

International Center
Shirokane TEL 03-5421-5423 (Building 2, 1F)
Yokohama TEL 045-863-2190 (Building 10, 1F)
URL <https://www.meijigakuin.ac.jp/international/>

■ Health support

At the Health Support Center we help students to maintain and improve their physical and mental health. Please make use of the services below.

■ Regular medical examinations

For the early detection of health problems, we hold two annual medical examinations (in April and September or October). Since the fall examinations occur while classes are in session, we recommend that you have the medical examination in April.

■ Issuing of Health Certificates

We issue health-related certificates to students who have undergone their regular medical examinations without fail every year. The Health Certificate is necessary for scholarships, job training and during job-search activities.

For fourth-year students or above, certificates in our university's format can be issued from the automatic certificate issuing machine. For students of other years and for certificates in other formats, please inquire at the Health Support Center window. (Applications are not accepted by telephone.)

Depending on the certificate data items, there may be cases where a certificate cannot be issued.

■ Health counseling and emergency measures

○**Doctor counseling:** All require appointments.

Internal medicine	General internal medicine
Respiratory system	Respiratory problems (asthma, etc.), stopping smoking, general internal medicine
Psychological counseling	Counseling concerning unsettled state of mind, sleeplessness, melancholy, etc.
Women's health	Counseling concerning women's health

○**Health nurse counseling:** Health counseling services are available every day. Please inquire during window operating hours.

○**Emergency measures:** The health nurse will handle emergency measures for injury and illness. We will provide a referral to a medical specialist if the center is unable to treat you.

■ Vaccines and MMR antibody checks

Details announced via Port Hepburn and posters.

Tetanus	Caused when the tetanus bacillus (in dirt or mud) invades the body via a wound, tetanus is an acute toxic disease in which toxins released in the body by the tetanus bacillus cause respiratory paralysis and stiffness/paralysis throughout the body. We recommend vaccination for persons engaging in many outdoor activities. The vaccination is free of charge. Announcements for persons wishing to have the vaccination are made in early May.
MMR antibody checks	Using a blood test, we check to see whether you have immunity to measles, mumps and rubella. This test is performed for students applying to partner/approved study abroad programs because some of the schools ask for a certificate indicating MMR immunity. The cost is born by the student. Dates and times are notified to the subject persons.

■ Loan of first-aid kits

These can be lent out for seminar/club activities, events and training camps. Please apply at the window **at least one week before the day you plan to borrow the kit.**

■ Health advice

○Insurance card for those living away from home (“distance residence health insurance card”)

Emergency care at the Health Support Center is free of charge, but in cases where a doctor is consulted at a medical institution, the individual is responsible for bearing the expense. If you do not have a distance residence health insurance card, you will have to bear the entire cost. If your family home is far away, you should send a [Certificate of Student Registration](#) to your guarantor and follow the procedure for obtaining a [distance residence health insurance card](#).

○Support for stopping smoking

Support for quitting smoking by doctors and health nurses and nicotine patches are provided for free. For the nicotine patch prescription, it is necessary to make an appointment for respiratory system counseling. Applications can be submitted at the window at any time.

○Alcoholic beverage consumption

The degree to which a person can or cannot safely consume alcohol is determined by their physical constitution. You should never drink an entire glass or other container of an alcoholic beverage all at once, or encourage someone else to do it. If you do drink, drink in moderation. Do not pressure someone who cannot handle alcohol to keep drinking, because this can lead to fatal accidents. Also, take care to avoid drinking alcohol when you are not feeling well and when you are taking medicine.

○AIDS

The number of AIDS cases is increasing, with more than 70 percent of persons infected with HIV being in their 20s or 30s. There are almost no subjective symptoms. Having a blood test eight weeks or more after possible infection will enable early detection and treatment. If the blood test is done earlier than that, the results may not be accurate. Free and anonymous testing is available at public health centers. It is not possible to find out the results of HIV tests when donating blood. Condom use is effective for preventing infection. Condom use is effective for preventing infection. Counseling is also available at the Health Support Center.

○Measles

Currently measles vaccinations are given under a system in which the vaccination is done two times. With the passage of years, in many cases the immunity level becomes inadequate so the second vaccination is recommended. If you are unsure about whether to get the vaccination, it might be a good idea to first have an antibody check to see if you still have immunity.

○Seasonal and new influenza viruses

Symptoms of influenza viruses include sudden fever, coughing, sore throat, fatigue, nasal discharge/congestion and headache. Diligent hand washing and gargling are effective for prevention. If you are diagnosed with a new influenza virus, please report the diagnosis by making a telephone call to the Health Support Center without delay.

○About university infectious diseases

If you have caught a university infectious disease, please contact the Health Support Center or the Academic Affairs Division. Please confirm the details on page 15 of the MG DIARY or on the website.

■ Emergency hospitals and clinics for weekend/holiday treatment

Shirokane campus vicinity	NTT Medical Center Tokyo	03-3448-6111	5-9-22 Higashi-Gotanda, Shinagawa-ku
	Tokyo Takanawa Hospital	03-3443-9191	3-10-11 Takanawa, Minato-ku
	Tokyo Metropolitan Hiroo Hospital	03-3444-1181	2-34-10 Ebisu, Shibuya-ku
	Himawari	03-5272-0303	Tokyo metropolitan medical institution information by telephone 24 hours a day
		03-5285-8181	Foreign-language inquiries (English, Chinese, Korean, Thai, Spanish)
Yokohama campus vicinity	Emergency Medical Center	#7119 or 045-232-7119	Medical institution guidance offered 24 hours a day (year round)
	Totsuka Kyoritsu Dai-ichi Hospital	045-864-2501	116 Totsuka-cho, Totsuka-ku
	Totsuka Kyoritsu Dai-ni Hospital	045-881-3205	579-1 Yoshida-cho, Totsuka-ku
	Yokohama Medical Center	045-851-2621	3-60-2 Harajuku, Totsuka-ku
	Totsuka-ku Holiday Emergency Clinic	045-861-3335	Totsuka-cho 4141-1

* When going to an emergency hospital for treatment, please be sure to call in advance. In cases where time is critical, call an ambulance by dialing “119” and follow the instructions given.

* Counseling concerning medical institutions is also available at the Health Support Center.

Health Support Center

[Shirokane](#) TEL 03-5421-5183 (Main Building, 1F)

[Yokohama](#) TEL 045-863-2020 (Building B)

[URL](https://www.meijigakuin.ac.jp/office/health/) <https://www.meijigakuin.ac.jp/office/health/>

■ Academic support

The Student Support Center offers a variety of support while collaborating and coordinating with academic departments and graduate schools and related sections, related external institutions, etc. as the general support window for students requiring assistance in attending classes, and student life due to disabilities, sickness, or injuries, etc.

Please contact us if you would like to receive support. Furthermore, please feel free to consult with us first if you are not sure if you can receive support or are not sure whether to receive support. "I am in trouble but..." "Somehow things are not going well" "What should I do?" – at times like these feel free to talk to us.

We also value students supporting each other, so the student support staff now take written and computer notes for other students, convert study materials into electronic data, etc.

Please feel free to contact us if you are interested in the activities of the student support staff.

Academic support	We provide academic support to students with disabilities (visual impairment, hearing impairment, physical disabilities, developmental disabilities, etc.) as well as students with temporary learning impediments caused by illness or injury. Support content is based on the circumstances and needs of the individual student.
Training of student support staff	We train student support staff via note-taking courses and other activities. Details are announced on Port Hepburn and posters.
Educational activities	We hold symposiums and other educational activities on the provision of support to disabled students.

<About the measures of this university concerning sexual orientation and gender identification, etc.>

The Student Support Center offers academic support such as measures concerning what name you would like to be known by and what to do when having medical examinations, etc. Please refer to the URL below for a full description of the other measures.

<https://www.meijigakuin.ac.jp/campuslife/campuslife/support/sogi/index.html>

Student Support Center

Shirokane TEL 03-5421-5182 (Main Building, 1F)

Yokohama TEL 045-863-2211 (Building 1, 1F)

URL <https://www.meijigakuin.ac.jp/campuslife/campuslife/support/>

mail gakusapo@mguad.meijigakuin.ac.jp

■ Counseling for students

At the Student Consulting Center, counselors qualified as clinical psychologists are available to provide any student (graduate students included) with counseling concerning a variety of worries and problems.

In order to enhance student enjoyment of a more fulfilling university life, we coordinate our counseling support with the Faculties, academic departments, other internal departments/offices, external specialized institutions, etc. The confidentiality of individuals will be strictly protected so please feel free to speak with a counselor.

■ Counseling content

Counseling can cover a wide range of issues. Here are some examples.

Interpersonal relations	You feel isolated and friendless; your relationship with a boyfriend/girlfriend is not going well; you cannot communicate well with teachers; you have problems in family relationships; etc.
Personality	You lack a strong sense of self and just go along with what others are doing; you take on too many tasks because you are unable to say no when asked; you always get bogged down because you avoid tasks that you need to get done; you lack confidence in everything you do, etc.
Studies/career	You cannot get interested in classes so you tend to not go; you lack the necessary number of units; you do not know how to study; you think you would like to quit school; you don't know what kind of job you would like to get, etc.
Mental health	You experience extreme mood swings; you cannot get motivated; you have trouble sleeping; you experience sudden heart palpitations or dizziness; you have a continuing vague sense of anxiety for no clear reason; you have a problem with overeating or refusing to eat; you stay up at night and sleep during the day and shun outside activities, etc.

■ To participate in counseling

In principle, an appointment is required, but if a counselor has available time, you may be able to meet with one immediately. Counseling is available both in person and by telephone.

Student Consulting Center

Shirokane TEL 03-5421-5241 (Main Building, 1F)

Yokohama TEL 045-863-2061 (Building 2, 1F)

URL <https://www.meijigakuin.ac.jp/office/counsel/>

■ Extracurricular courses and qualification acquisition

■ Extracurricular courses for civil-service and national examinations

Course	Subjects		Description	Tuition Fees	Classroom	
Basic courses	Constitutional law	Mortgage realty law	These courses reinforce the student's basic knowledge of constitutional law, civil law, criminal law and administrative law as these are covered in many examinations that encompass legal subjects. They can be utilized as preparation for the civil-service examination, the bar examination, law school examinations, the administrative notary examination, judicial notary examinations, etc.	¥12,000 * Over two years	Yokohama	
	Civil law general provisions, realty law	Family inheritance law				
	Debt general principles and specifics	Criminal law general principles and specifics				
	Administrative law					
* Civil Service Seminars	Courses for developing basic skills	Constitutional law	Administrative law	¥30,000	Shirokane	
		Civil law general provisions/ realty law	Family law			
		Debt general principles/ contract law	Tort law			
	Courses for developing application and development skills	Constitutional law	Administrative law			This is a course for developing the basic skills needed covered in legal subjects for the civil service examination. The primary focus is on input for key subjects. It is a pre-test preparation course for the civil service examination.
		Civil law	Numerical processing			
	Subjects other than legal subjects	Humanities	Social sciences			Students study liberal arts subjects and numerical processing, important subjects in the general education section of the civil service examinations. Economics, political science, public administration and public finance are specialized subjects in the civil service examination. In addition the students prepare for presenting their thesis, prepare for interviews, do exercises, and take mock exams.
		Natural sciences	Numerical processing			
		Sentence comprehension	Political science			
		Public administration	Public finance			
		Economics	Current affairs			
	Business administration	Sociology				
	Qualification examination courses	Real estate transaction specialist course	Judicial notary introductory course			These are courses for various qualification examinations that can be useful when starting a business and when looking for a job. The judicial notary and administrative notary courses are taught by graduates of our Faculty of Law.
Administrative notary course		Judicial notary pre-test course				
IT Passport Examination preparation course						
Support courses for acquiring consumer-related qualifications	Consumer law	Consumer economics	These courses are for students looking to acquire consumer-related official qualifications such as advisory specialist for consumer's affairs and consumer affairs specialist.	¥3,000 - ¥20,000	Shirokane	
	Consumer law applications	Consumer current event issues/papers				
Municipal government, police, and fire-fighting	Numerical processing	Social sciences	The focus is mainly placed on the police and fire-fighting, but the curriculum can also cover municipal government. It has a structure that	¥10,000	Shirokane and Yokohama * On the Yokohama	
	Sentence comprehension	Natural sciences				

courses	Humanities		also focuses on how to succeed at the most important subjects of “numerical processing,” “thesis writing” and “interview exams.”	Campus this course can be taken using LIVE broadcast images
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* A special application is necessary to participate in the Civil Servant Seminars.

The Council of Preparation for National Examinations and the Public Servant Seminar Office handle inquiries concerning extracurricular courses for national examinations.

Shirokane Council of Preparation for National Examinations (Main Building, 4F) TEL 03-5421-5392/Public Servant Seminar Office (Takanawa Campus, 2F) 03-5421-5505

Yokohama TEL 045-863-2158 (Building 6, 2F)

URL <http://mgulaw.jp/kokutai/> (Council of Preparation for National Examinations)

<http://mgulaw.jp/komuinseminar/> (Civil Servant Seminars)

■ Support courses for acquisition of economics/management-related (CPA, licensed tax accountant, FP, secretary, etc.) qualifications. Held at the Institute for Research in Business and Economics (**Shirokane**) and the Faculty of Economics (**Yokohama**)

Courses	Description	Participant Qualifications	Tuition Fees	Classroom
Japan Chamber of Commerce and Industry (JCCI) bookkeeping level 3 (June) Examination Course	Entry-level course for beginners. Students aim to pass Japan Chamber of Commerce and Industry (JCCI) bookkeeping examination level 3 in June.	Beginner	3rd-grade and 2nd-grade course set ¥15,000 Starting from	Yokohama
Japan Chamber of Commerce and Industry (JCCI) bookkeeping level 2 (November) Examination Course	Objective is to develop an understanding of intermediate bookkeeping knowledge. Students aim to pass Japan Chamber of Commerce and Industry (JCCI) bookkeeping examination level 2 in November.	Bookkeeping exam level 3 knowledge	2nd-grade course ¥10,000	Yokohama
Japan Chamber of Commerce and Industry (JCCI) bookkeeping level 3 (November) Examination Course	Entry-level course for beginners. Students aim to pass Japan Chamber of Commerce and Industry (JCCI) bookkeeping examination level 3 in November.	Beginner	3rd-grade course only ¥7,000	Yokohama
FP (Financial Planner) Level 3 examination course	Students aim to pass the FP (Financial Planner) Level 3 examination (containing questions about finance, tax, real estate and insurance, etc.) that has attracted the attention of financial institutions.	Beginner	3rd-grade and 2nd-grade course set ¥20,000	Shirokane
FP (Financial Planner) 2nd-grade/ AFP course	*The 2nd-grade/ AFP course is a course certified by the Japan Association for Financial Planners. Students that complete and pass this course simultaneously receive two qualifications: 2nd-grade Certified Skilled Worker of Financial Planning, a national qualification, and AFP.	Possessing knowledge of 3rd-grade FP	Starting from 2nd-grade course ¥15,000	Shirokane
Secretarial Exam level 2 and pre-1 Examination Course	Students aim to pass the test (containing questions about job knowledge for a secretary, general knowledge, etc.).	Beginner	2nd-grade and pre-1st-grade course set ¥6,000	Shirokane

Both the Institute for Research in Business and Economics and the Faculty of Economics handle inquiries concerning support courses for acquiring economics/management-related qualifications.

Shirokane TEL 03-5421-5206 (Main Building 8F) **Yokohama** TEL 045-863-2065 (Building 1, 2F)

URL <https://econ.meijigakuin.ac.jp/career/qualification/>

■ Language examinations

Courses	Participant Qualifications	Exam Fees	Classroom
TOEIC IP	For students of all years	Approx. ¥3,400	Yokohama/Shirokane
TOEFL ITP	For students of all years (students who have taken English Communication 1 AB and 2 AB are outside the test scope)	Approx. ¥3,660	Yokohama

■ Support courses for language-related qualifications

Courses	Participant Qualifications	Tuition Fees	Classroom
TOEIC Intensive Course	For students of all years	Tuition fees: ¥3,000~¥4,000 Teaching materials fee: cost of textbooks	Yokohama/Shirokane
DELE Preparation Course	Students (who have studied Spanish)	None	Yokohama/Shirokane
German Language Proficiency Test Course	Students (who have studied German)	None	Yokohama/Shirokane
Course for passing the Test of Proficiency in Korean (TOPIK)	Students (who have studied Korean)	None	Yokohama/Shirokane
Course for Passing Chinese Language Qualification Examinations	Students (who have studied Chinese)	Free	Yokohama/Shirokane
Diplôme d'Aptitude Pratique au Français Test (Futsuken) Course	Students (who have studied French)	Free	Yokohama/Shirokane
Sign language special course	For students of all years	Free	Shirokane

For details, please see the Center for Liberal Arts web page

The Institute for the Study of Liberal Arts handles inquiries concerning support courses for language-related qualifications.

Yokohama TEL 045-863-2067 (Building 1, 3F)

URL <http://mgu-cfla.cc-town.net/>

■ Support for language-related qualifications (International Center)

○TOEFL iBT courses/IELTS courses

Meiji Gakuin offers courses for students who are about to take their TOEFL iBT and IELTS exams. Please utilize these for your overseas study application.

○System to support higher scores in language exams

“All” or “half” of the Exam Fees are subsidized for students who have gained a certain score or better grade in the designated language exams.

The details are notified on Port Hepburn.

If you have any questions please inquire to the International Center.

The International Center handles inquiries concerning the TOEFL iBT courses/IELTS courses, and system to support higher scores.

Shirokane TEL 03-5421-5423 (Building 2, 1F)

Yokohama TEL 045-863-2190 (Building 10, 1F)

URL <https://www.meijigakuin.ac.jp/international/>

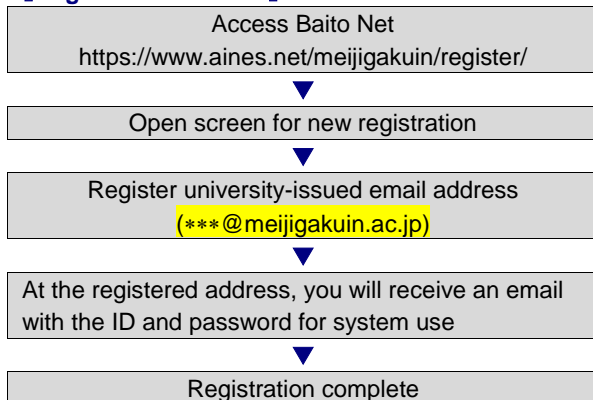
Information on part-time work and apartments

Part-time work information

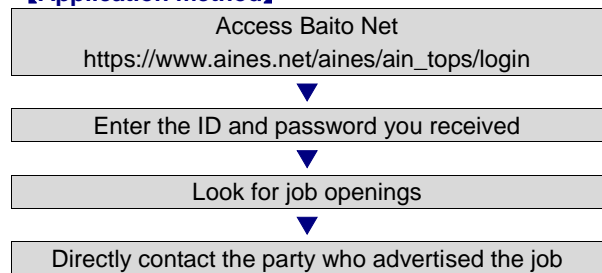
When working at a part-time job, please give priority to your studies and take care to arrange a schedule that is not so difficult that it adversely affects your health. Part-time jobs are introduced to students on Baito Net (the Meiji Gakuin University part-time job introduction system)". The work listings can be viewed from a PC or mobile phone at any time. The work listings can be viewed from a PC or mobile phone 24 hours a day, 365 days a year. It is necessary to register before using the system. Registration only has to be done once, so please register after reviewing the registration method below.

In cases where the actual work conditions differ from the advertised conditions, please contact the Student Affairs Division.

【Registration method】



【Application method】



Baito Net (operating company: Nasic I Support Co. Ltd.)

[URL https://www.aines.net/](https://www.aines.net/)

TEL 03-5466-1236

In the case that international students do a part-time job (part-time work)

Please apply to the Immigration Bureau of Japan for a part-time work permit. Furthermore, it is necessary to be careful regarding the following.

- Hours you are allowed to engage in a part-time job: up to 28 hours a week, and up to 8 hours a day during long-term vacation periods.
- Places you are allowed to engage in a part-time job: part-time jobs at places in the amusement business are prohibited regardless of the content of the business.

If you violate this rule, you may be subjected to forced deportation procedures.

Apartment information

Apartment information and procedures are handled by the university-affiliated company Meiji Gakuin Service. For details, please contact them directly.

Ref.: Market rents (Meiji Gakuin Service study/1K and 1DK)

- Area around the Yokohama Campus: about 40,000 yen ~ 50,000 yen a month
- Area around Totsuka Station: about 60,000 yen ~ 70,000 yen a month
- Area around Shonandai Station: about 50,000 yen ~ 70,000 yen a month
- Area around Musashi-Kosugi Station: about 70,000 yen ~ 80,000 yen a month
- Area around Nishi-magome Station: about 65,000 yen ~ 75,000 yen a month

* The above amounts are estimates only and differ depending on the area, structure of the building, distance from the station, facilities, and other factors. Key money and security deposit can be one to two months' rent each and brokerage and other fees may also apply.

Apartment information is provided by Meiji Gakuin Service.

[Shirokane](tel:03-5421-1555) TEL 03-5421-1555

[Yokohama](tel:045-869-5761) TEL 045-869-5761

[URL](http://meijigakuin-s.co.jp) <http://meijigakuin-s.co.jp>

[mail](mailto:room@meijigakuin-s.co.jp) room@meijigakuin-s.co.jp

■ Apartment life

Please refrain from acts that will trouble the local residents, such as making loud noise (TV, audio, loud conversation, car/motorcycle startup, etc.) late at night.

For garbage, please follow local instructions for separation, and put it out in accordance with designated days and times. As a member of local society, please be considerate of the people around you and do your best to live in harmony with the community.

[Putting out the rubbish]

- Tokyo Metropolitan Government, Bureau of Environment
<http://www.kankyo.metro.tokyo.jp/resource/contact/garbage/index.html>
 - Yokohama City Resources & Waste Recycling Bureau
<http://www.city.yokohama.lg.jp/shigen>
-

■ Severance women's dormitory

This dormitory is well located, only two minutes' walk from JR Higashi-Kanagawa station, which has good transportation access to the Shirokane and Yokohama campuses. The dormitory superintendent lives on the premises. You may move into the dormitory as needed if there is a room available. The facility is managed by Meiji Gakuin Service and interested persons should contact the company directly using the toll-free telephone number below.

Operating company: Meiji Gakuin Service
Inquiries concerning residence in the dormitory:
Contact the Shibuya branch of the National Students Information Center (affiliated company) and ask for the person who provides information on Severance.
TEL 0120-749-131

■ International Student Dormitory MISH

MISH is located a five minute walk from JR Totsuka Station and both male and female students can reside there. The Yokohama Campus can be reached with a single bus from the dormitory, and it also offers convenient access to the Shirokane Campus. It aims to increase opportunities to spend time with international students and encourage international exchanges and communication between different cultures.

It is operated by Kyoritsu Maintenance Co., Ltd. Persons interested in moving into the dormitory should contact the company directly using the toll-free telephone number below.

Operating company: Kyoritsu Maintenance Co., Ltd.
Inquiries concerning residence in the dormitory: Student Dormitory Office at Kyoritsu Maintenance Co., Ltd.
TEL 0120-88-1030

■ Personal Accident Insurance for Students Pursuing Education and Research

Meiji Gakuin University students join the Personal Accident Insurance for Students Pursuing Education and Research program when they enroll. This insurance covers disaster and accident injuries occurring during education and research activities and during extracurricular activities for which notification was submitted to the university.

■ Injuries covered by the insurance benefits

- ① During regular curricular activities or while participating in school events → Injury receiving medical treatment for 1 days or more
- ② While on campus other than while engaged in extracurricular activities, while commuting to school or in transit between university facilities → Injury receiving medical treatment for 4 days or more
- ③ While engaged in extracurricular activities inside or outside of school facilities with prior notification to the university → Injury requiring medical treatment for 14 days or more

* In cases where the student is hospitalized for reasons ① to ③ above, there is a separate benefit payment starting from the first day.

■ Procedure for insurance claims

- ① Immediately after the accident occurs, contact the Student Affairs Division to obtain an accident report postcard, student accident report and insurance claim form. Immediately after obtaining the accident report postcard and student accident report, submit them to the Student Affairs Division after filling them out.
- ② When the injury recovery is complete, immediately fill out the insurance claim form and submit it to the Student Affairs Division.
- ③ The insurance company will transfer the insurance benefit amount to the student's designated account.

■ Insurance benefit amounts

Category	• During regular curricular activities • While participating in school events	• While commuting to school • While in transit between university facilities • While on campus other than while engaged in extracurricular activities	• While engaged in extracurricular activities inside or outside of the campus
Death benefit	¥20,000,000	¥10,000,000	
Residual disability benefit	¥1,200,000 - ¥30,000,000	¥600,000 - ¥15,000,000	
Medical treatment benefit	¥3,000 - ¥300,000 (treatment 1 day or more)	¥6,000 - ¥300,000 (treatment 4 days or more)	¥30,000 - ¥300,000 (treatment 14 days or more)
	In the case of hospitalization, ¥4,000 per day will be added (the additional hospitalization benefit will be paid from the first day, regardless of the medical treatment benefit).		

Student Affairs Division handles inquiries concerning Personal Accident Insurance for Students Pursuing Education and Research.

[Shirokane](#) TEL 03-5421-5155 (Main Building 1F)

[Yokohama](#) TEL 045-863-2030 (Building 1, 1F)

[URL](https://www.meijigakuin.ac.jp/gakusei/) <https://www.meijigakuin.ac.jp/gakusei/>

■ Other insurance

Other types of insurance for which the student can apply on campus are described below.

■ Insurance handled by Meiji Gakuin Service

The university-affiliated company Meiji Gakuin Service handles the Comprehensive Student Compensation Program covering various risks that exist in student life. This compensation program offers compensation for the injuries or sicknesses of the student him/herself, payment of compensation to other people, compensation of costs for the continuation of study when unforeseen circumstances arise for the guarantors.

○ Examples of the insurance handled

- Bicycle (motorcycle) insurance
- Overseas travel insurance
- Domestic travel insurance
- Accident insurance
- Fire insurance

Meiji Gakuin Service

[Shirokane](#) TEL 03-5421-1555

[Yokohama](#) TEL 045-869-5761

[URL](http://meijigakuin-s.co.jp) <http://meijigakuin-s.co.jp>

[mail](mailto:hoken@meijigakuin-s.co.jp) hoken@meijigakuin-s.co.jp

■ Security system offered by University Co-op

Student comprehensive mutual insurance is a system of mutual aid between students. Participating students receive mutual insurance fund payments in cases such as where they are hospitalized with illness or where an injury sustained in

student life requires them to be hospitalized or commute to a hospital for treatment.

There is a pamphlet available explaining the details so interested students should inquire directly at the Co-op contact window at their campus.

○Special characteristics

- Since it is a non-profit program, sufficient security is provided with small premiums.
- Students are covered 24 hours a day until graduation, regardless of whether they are in Japan or abroad.
- The coverage content is especially suited to students
- Enrolments, changes, and applications for benefit payment can be carried out at the Co-op contact window on campus.
- We recommend taking out student liability insurance together with the mutual insurance.

○Scope of the coverage

Life mutual aid		<ul style="list-style-type: none"> • While commuting to school and in classes • Club activities and parties • During part-time jobs and internships • During domestic travel • During overseas travel and while studying abroad • Injury in a traffic accident <p style="text-align: right;">etc.</p>
Day students coming from home	Student liability insurance	<ul style="list-style-type: none"> • Cases of bearing compensation liability under the law due to injuring another person, destroying the property of another person, etc.
Day students living alone	Student liability insurance (living alone special provisions)	<ul style="list-style-type: none"> • When household goods are damaged due to fire, water damage, wind/flood damage, etc. (including fires resulting from the negligence of the student himself/herself) • Theft • Costs paid by family members for emergency travel to see in the student in the case that they have been in hospital for three days or more due to injury or sickness, etc.

Meiji Gakuin Co-op

Shirokane TEL 03-3447-1740 (Palette Zone, 2F)

Yokohama TEL 045-871-4011 (Building G, 1F)

URL <https://www.univcoop.jp/mg/>

mail meijigakuin.h@fc.univcoop.or.jp

■ Alumni Association

With a membership consisting of all undergraduate and graduate students who have completed their studies at Meiji Gakuin University, the Alumni Association's role is to connect graduates with the university and with each other. It also carries out support activities for current students (associate members).

■ Principal activities of the Alumni Association

Activities for members (graduates)	Support for graduate job searches; Hepburn Academy Alumni Seminar; the management of graduates' information; alumni gatherings (invitation to visit the university once every 10 years); alumni meetings held nationwide; the publication of the association magazine and other activities
Activities for associate members (current students)	Scholarships and other support; international exchange projects; sports project support; commemorative parties at graduation time and other activities

Alumni Center (Alumni Association Office)

Shirokane TEL 03-5421-5650

URL <https://koyukai.meijigakuin.ac.jp/>

■ Meiji Gakuin University Guarantors' Council

The members of the Guarantors' Council are the guardians, etc. of the students enrolled in all of the faculties. The Guarantors' Council is an organization that has the purpose of enhancing and developing university education and contributing to the welfare of students. It is funded by an annual membership fee.

■ The main activities of the Guarantors' Council

Assistance for student groups

The Council assists the extracurricular activities, etc. of officially recognized student organizations. In addition, it encourages Sports Project groups.

Support for university activities

The Council subsidizes job-hunting support, language qualifications acquisition support, international exchanges, volunteer activities, the unique grant provision type scholarships, etc. offered by the university. Furthermore, it provides backing for the prizes awarded to students.

Acting as a bridge between the guarantors and the university

From June to September every year the Council holds discussion meetings for the guarantors on the Shirokane Campus and in local venues. These are forums for not only communicating the current situation of the university but also for exchanges between the guarantors.

Information transmission to the guarantors

Twice a year, the Council publishes the Council magazine "SaN-SuN". It presents information about the holding of the discussion meetings and the initiatives of the university.

Meiji Gakuin University Guarantors' Council Secretariat
(Guarantors' Council Manager in the Student Affairs Department)

Shirokane TEL 03-5421-5158

URL <https://www.sansun.jp>

mail hoshonin@mguad.meijigakuin.ac.jp