

A GUIDE FOR STUDENTS PARTICIPATING IN THE TOHOKU UNIVERSITY JUNIOR YEAR PROGRAM IN ENGLISH (JYPE) (2017-2018)

This booklet contains a minimum of information that should be familiar to every student participating in the Tohoku University Junior Year Program in English 2017-2018.

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I. Study

1. Academic Calendar ⇒ See Appendix 1

2. Curriculum ⇒ See Appendix 2

The courses offered in the academic year 2017–2018 are shown in Appendix 2.

Students are required to;

- Take a total of 13 credits per semester
- Decide which courses you will take, referring to the Detailed Course Descriptions and updated Class Schedule
- Be punctual for their classes
- After consulting with their academic adviser, submit the followings concerning the results of Individual Research Training;
 - Abstracts (the beginning of February and July)
 - Presentations:
 1. Poster Presentation: **February 8, 2018:**
Size of poster board: 83cm (width) x 120cm (height)
 2. Oral Presentation: **August 7-8, 2018:**
Length of Talk: 10 min (including questions & answers time)

Since JYPE students are not degree candidates at Tohoku University, Individual Research Training course does not mean that for a graduation thesis.

Students who feel that they were not assigned to suitable laboratories for Individual Research Training A/B (Senior) should contact the Student Exchange Section as soon as possible.

In order to obtain the maximum outcomes in the Individual Research Training course, please discuss your results with your academic advisor and get the feedback frequently.

3. Class Schedule

Please find the Detailed Course Descriptions and updated Class Schedule on the website for JYPE students.

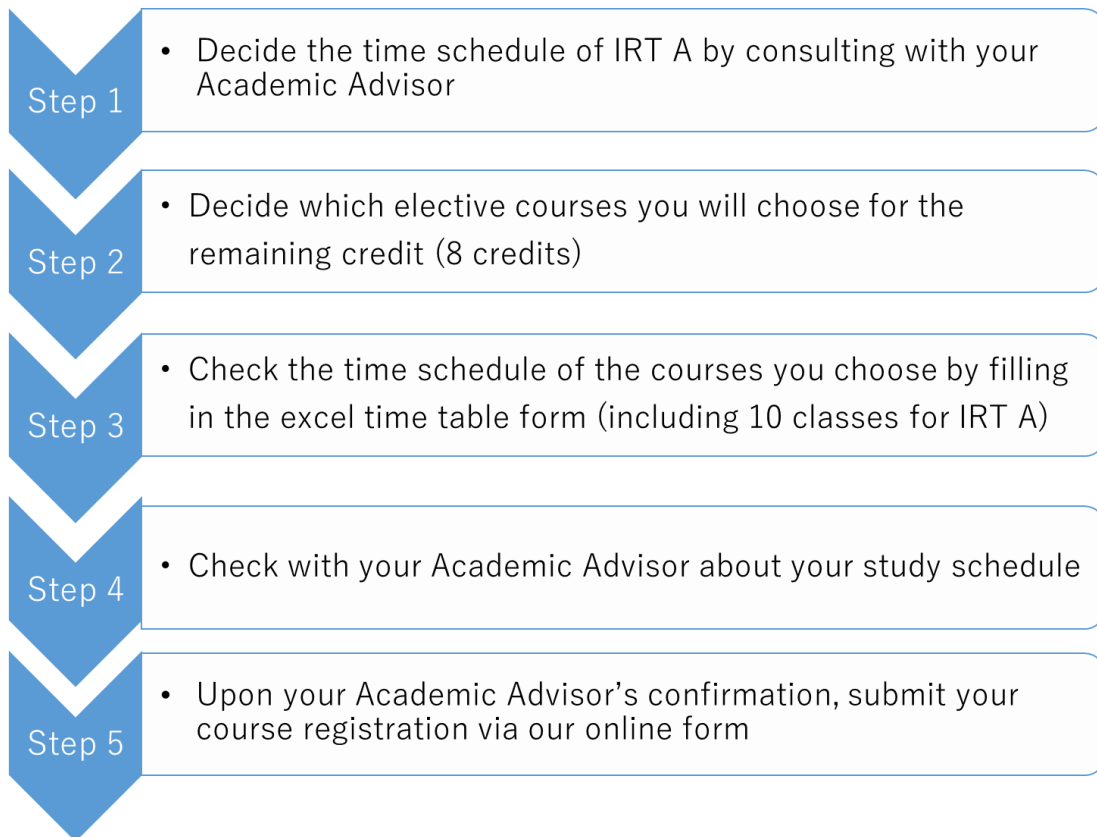
<http://www.insc.tohoku.ac.jp/english/exchange/jype/jype2-courses-offered2017-2018/>

4. Registration for Courses

- The school time for one class is 90 minutes
- Two credits are given for most of the lecture courses except for Japanese Language courses.

Registration for Courses (Fall Semester)

Please follow the steps below for your course registration



Submit your online Registration form **by October 16, 2017**

Note: Students **cannot make any changes** after submitting the Registration Form

Registration for Courses (Spring Semester)

Please follow the steps below for your course registration

<IRT Senior>

In the Spring Semester, if you have a strong desire to undergo Individual Research Training and meet conditions of enrollment, “Individual Research Training Senior” (IRT Senior) can be an option, in place of IRT B.

If you are interested in, please consult with your Academic Advisor.

Step 1

- Consult with your Academic Advisor and decide whether you will choose IRT B or IRT Senior

Step 2

- Decide which elective courses you will choose for the remaining credit (8 credits for IRT B/3 credits for IRT Senior)

Step 3

- Check the time schedule of the courses you chose by filling in the excel time table form (including IRT)(10 classes for IRT B/20 classes for IRT Senior)

Step 4

- Check with your Academic Advisor about your study schedule

Step 5

- Upon your Academic Advisor’s confirmation, submit your course registration via our online form

Submit your online Registration form **by April 20, 2018**

Note: Students **cannot make any changes** after submitting the Registration Form

5. Grading System, Transcription and Credit Transfer

The respective Faculties will certify their course credits. The academic credits earned at Tohoku University should be acceptable at their home institutions in accordance with the student exchange agreement.

(1) Grades in the courses will be assigned as follows.

AA	90-100%
A	80-89%
B	70-79%
C	60-69%
D	Failure

(2) A copy of the transcript will be sent to each student's home university after each semester ends. Students are responsible for obtaining their credits at his/her home university on the basis of the transcript. The credit transfer is a very important point. If needed, we will assist students with it.

6. Certificate of Completion

A "Certificate of Completion" will be awarded to those who fulfill the program requirement stated in Summary (Appendix 4). The certificate of completion will be sent to the students' home universities with copies of their transcripts after the program ends.

7. Period of Study in Exchange Programs

Program	Study Period	Program ends at:
JYPE	One Semester or One Year	Oral Presentation
COLABS		
DEEP		Final Class

The program ends at the Oral Presentation (JYPE and COLABS) / Final Class (DEEP). Students are free to return to their home country at their own discretion after the Oral Presentation (JYPE and COLABS) / Final Class (DEEP).

If students need to extend their stay after the final/poster presentation (JYPE and COLABS), they must ask the Student Exchange Division. Students are not allowed to stay at the dormitory longer than the term mentioned in their residence permit.

II. JASSO (Japan Student Services Organization) Scholarship

⇒ See Appendix 4 (Summary)

- (1) All JASSO scholars are required to attend the “JASSO Scholarship Guidance”.

JASSO Orientation: September 29 / 12:15~12:50

204, 2F, Multidisciplinary Research Building

- (2) JASSO Scholarship procedures are as follows: ⇒ See Appendix

- **A monthly stipend of 80,000 yen** will be transferred to the student’s bank account around the end of every month. (Except April and October. The payment for April will be made around the end of May. The payment for October will be made in November)
- JASSO scholars **must sign the confirmation form** at the Student Exchange Division during the signing period every month.
- If JASSO scholars cannot sign during the signing period, they still need to sign during the month. In this case, the payment will be made in the following month. If they do not sign at all, the scholarship for that month cannot be paid, regardless of the reason.
- For any questions regarding the JASSO scholarship, contact the Student Exchange Division.

- (3) Period of Scholarship

The scholarship period is as follows:

	From:	To:
Fall semester only	October	January
Fall and Spring semester		July
Spring semester only	April	July
Spring and Fall semester		January

JASSO scholars, in principle, cannot change their scholarship period.

- (4) Requirements to receive the scholarship

There are several tasks that must be performed to receive the JASSO scholarship. Students are required to fill in and submit the designated forms by the end of the scholarship period. The designated forms will be sent by the Student Exchange Division.

III. Insurance

All exchange students are required to join the following types of insurance.

1. National Health Insurance
2. Personal Accident Insurance for Students Pursuing Education and Research
3. Student Liability Insurance

Please see the attached information for details.

IV. Important Notices

➤ Dormitory

Students must follow the rules of the university dormitories during their stay, as per the instructions given at the orientation of each dormitory when they arrive. Students are not allowed to let friends and/or family members stay overnight in their rooms. Please try not to make any trouble and keep up good relations with the other residents.

➤ Driving cars and motorcycles

It is not recommended that students drive cars or motorcycles even if they have driving licenses. Please note that students must show proof that they have parking spaces in Sendai and insurance to own cars. If you decide to own a car or a motorcycle anyway, please submit the registration number of the car or motorcycle, a copy of your valid driving license, a letter of consent for driving written by academic advisor, as well as a copy of your car or motorcycle liability insurance policy covering accidents, to the Student Exchange Division in advance.

➤ Mobile phones

For those who would like to subscribe with a mobile carrier, it is important to understand and agree to all terms of the contract beforehand. It is the responsibility of the student to make the necessary payments.

➤ Adherence to Japanese Law

Students are to adhere to Japanese Law during their stay in Japan. Do not violate the law, or you will be punished under the jurisdiction of Japan.

V. Other

➤ Admission Discount for International Students

Free or discounted admission can be made for international students at public facilities such as museums, parks, and gardens in Sendai. Show your student ID and residence card at the entrance.

- University Library
Students are required to present their admission cards to use the University Library. Admission cards for JYPE and COLABS students will be handed at the program orientation. For DEEP, students will receive one from each assigned Graduate School/Department as soon as it is issued.

- Events Intended for International Students
Several excursions and events are scheduled for international students. The Student Exchange Section will announce details of the activities as needed. Students are encouraged to participate.

VI. Contact information

1. Chair of the program: Yoshitaka Kasukabe, Ph.D.
Professor and Chair, JYPE, COLABS and DEEP
Global Learning Center
TEL: 795-7978, FAX: 795-7978
E-mail: kasukabe@insc.tohoku.ac.jp

2. General issues: Incoming Student Exchange Section
Student Exchange Division
Chief Coordinator Student Mobility:
Shuichi Tsukamoto (Mr.)
JYPE: Yoshiko Watanabe(Ms.)
COLABS: Kumiko Takeuchi(Ms.)
DEEP: Misae Kimura(Ms.)
JASSO: Taro Mita (Mr.)
TEL: 795-3775 (JYPE/COLABS)/ 795-3745(DEEP)
FAX: 795-7826
E-mail: studyab@grp.tohoku.ac.jp

Useful Link

Tohoku University Information for Incoming Exchange Students:

http://www.insc.tohoku.ac.jp/english/exchange/incomingstudents_information/

Tohoku University International Support Office:

http://sup.bureau.tohoku.ac.jp/index_en.html



Appendix

1. Academic Calendar

◆Fall Semester (Oct. 2017 - Mar. 2018)

Orientation	Sep. 29
Classes Begin	Oct. 2
Winter Vacation	Dec. 27 - Jan. 3, 2018
Classes End	Feb. 5, 2018
Supplementary Class Period	Feb. 6 - Feb. 22, 2018
Final / Poster Presentation	Feb. 8, 2018
Self-Education Period	Feb. 23 - Apr. 6, 2018

◆Spring Semester (Apr. 2018 - Sep. 2018)

Orientation (new students only)	Apr. 5
Classes Begin	Apr. 9
University Foundation Memorial Day	June 22
Final / Poster Presentation (COLABS/JYPE)	Aug. 6-7 (COLABS) Aug. 7-8 (JYPE)
Classes End	Aug. 3

*Students who wish to shorten or extend the period should discuss it with their academic advisor at Tohoku University first, and then must submit an official confirmation letter from their home university as early as possible, explaining the reason why they need to shorten or extend their stay.

◆National Holidays (Oct. 2017 - Sept. 2018) *No classes on Saturdays, Sundays, and National Holidays

Health-Sports Day	Oct. 9
Culture Day	Nov. 3
Labor Thanksgiving Day	Nov. 23
The Emperor's Birthday	Dec. 23
New Year's Day	Jan. 1, 2018
Coming-of-Age Day	Jan. 8
National Foundation Memorial Day	Feb. 11
*substitute holiday for the National Foundation Memorial Day	Feb. 12
Vernal Equinox Day	Mar. 21
Showa Day	Apr. 29, 2018
*substitute holiday for the Showa Day	Apr. 30, 2018
Constitution Memorial Day	May 3, 2018
Greenery Day	May 4, 2018
Children's Day	May 5, 2018
Marine Day	Jul. 16, 2018
Mountain Day	Aug. 11, 2018
Respect-for-the-Aged Day	Sept. 17, 2018
Autumnal Equinox Day	Sept. 23, 2018
*substitute holiday for the Autumnal Equinox Day	Sept. 24, 2018

2. JYPE Curriculum

Please find the Detailed Course Descriptions and updated Class Schedule on the website for JYPE students.

<http://www.insc.tohoku.ac.jp/english/exchange/jype/jype2-courses-offered2017-2018/>

Individual Research Training (A/B/Senior) for JYPE is not available for DEEP and COLABS.

DEEP students cannot take JAPANESE 1-5 in JYPE Curriculum.

◆ Fall Semester (Oct. 2017 – Mar. 2018)

Course Title	Credits
Individual Research Training A (Required)	5
Japanese 1	4
Japanese 2	4
Japanese 3	Up to 4
Japanese 4	Up to 4
Japanese 5	Up to 4
Japanese Culture A or C (either)	2
Mathematics A	2
Introductory Courses of Experimental Research in Physics III	2
Physical Chemistry	2
Dynamics of the Earth	2
Ecology and Evolution	2
Molecular and Cellular Biology	2
Agricultural Sciences “Agriculture and life science”	2
Aquatic Plant Ecology	2
Mechanics of Materials	2
Materials Science and Engineering A ** (Dec. 7, 2017 – Feb. 2, 2018)	2
Mechanical Vibrations I ** (Oct. 2 – Dec. 1, 2017)	2
Electricity and Magnetism A	2
Introductory Quantum Mechanics	2
Basic Computer Science	2
※Nuclear Physics	2
※Solid State Physics and Statistical Physics	2
※Material Science	2

※ “Elementary Particle Physics”, “Solid state Spectroscopy” and “Quantum Field Theory” are advanced courses.

■ = Twice a week

**Quarter Subject

◆ Spring Semester (Apr. 2018 - Sept. 2018)

Course Title	Credits
Individual Research Training B (Required)	5
Individual Research Training Senior	10
Japanese 1	4
Japanese 2	4
Japanese 3	Up to 4
Japanese 4	Up to 4
Japanese 5	Up to 4
Japanese Culture B or D (either)	2
Science, Technology and Industry of Japan	2
Mathematics B	2
Inorganic Chemistry	2
Geophysics	2
Molecular and Cellular Biology	2
Evolution of the West Pacific Island Arcs and their Environments	2
Food and Chemistry	2
Introduction to Applied Animal and Dairy Science	2
Materials Science and Engineering B	2
Computer Software Engineering	2
Fundamentals of Computer Engineering	2
Electricity and Magnetism B	2
Chemical and Biomolecular Engineering II	2
Geological Environment and Earthquake Disaster	2

3. JYPE Curriculum Timetable

【Fall, 2017 秋学期】

As of September 12, 2017

	I 8:50~10:20	II 10:30~12:00	III 13:00~14:30	IV 14:40~16:10
Mon 月	Japanese 1/2/3/4/5 日本語 1/2/3/4/5		Individual Research Training A 研修 A *	
		Mechanical Vibrations I 機械力学 I (1) ** Q 前半のみ (Quarter subject)	Introductory Courses of Experimental Research in Physics III 物理学実験 III (1) **	
Tue 火	Ecology and Evolution 生態と進化	Dynamics of the Earth 惑星地球の ダイナミックス	Individual Research Training A 研修 A *	
	Agricultural Sciences "Agriculture and life science" 農学	Aquatic Plant Ecology 水圏植物生態学	Solid State Physics and Statistical Physics 固体統計物理学	
Wed 水	Mechanics of Materials 材料力学	Japanese Culture A 日本の文化 A	Individual Research Training A 研修 A *	
	Electricity & Magnetism A 電磁気学 A		Japanese Culture C 日本の文化 C	Physical Chemistry 物理化学
Thu 木	Japanese 1/2/3/4/5 日本語 1/2/3/4/5		Individual Research Training A 研修 A *	
		Material Science 物質物理学		
Fri 金	Mathematics A 数学 A	Introduction to Fisheries Science 水産科学概論	Individual Research Training A 研修 A *	
	Materials Science & Engineering A 材料科学 A (2) ** Q 後半のみ (Quarter subject)	Mechanical Vibrations I 機械力学 I (2) ** Q 前半のみ (Quarter subject)	Introductory Quantum Mechanics 量子力学	Basic Computer Science 情報科学基礎
		Nuclear Physics 原子核物理学		

注) *研修 A が他の授業科目と重複する場合は、空き時間帯に実施する。(*IRT can be set in any open slot)

** (1) (2) はセットで履修 (**(1)&(2)= twice a week)

	川内キャンパス Kawauchi Campus		青葉山キャンパス Aobayama Campus
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	I 8:50~10:20	II 10:30~12:00	III 13:00~14:30	IV 14:40~16:10
Mon 月	Japanese 1/2/3/4/5 日本語 1/2/3/4/5		Fundamentals of Computer Engineering 計算機工学	Inorganic Chemistry “Basic Coordination Chemistry” 無機化学 “基礎配位化学”
			Individual Research Training B 研修 B *	
Tue 火	Computer Software Engineering 計算機ソフトウェア工学	Evolution of the Western Pacific Island Arcs and Their Environments 島弧系の進化と環境	Materials Science & Engineering B 材料科学 B	/
	Individual Research Training B 研修 B *			
Wed 水	Japanese 1/2/3/4/5 日本語 1/2/3/4/5		Chemical and Biomolecular Engineering II 化学・バイオ工学 II	Japanese Culture B 日本の文化 B
			Individual Research Training B 研修 B *	
Thu 木	Mathematics B 数学 B	Chemical and Biomolecular Engineering I 化学・バイオ工学 I	Individual Research Training B 研修 B *	
	Geological Environment and Earthquake Disaster 地盤環境と地震災害			
Fri 金	Geophysics 地球物理学	Molecular & Cellular Biology 分子細胞生物学	Science, Technology & Industry of Japan 日本の科学技術	Japanese Culture D 日本の文化 D
		Food and Chemistry 食糧と化学		
	Electricity & Magnetism B 電磁気学 B	Introduction to Applied Animal and Dairy Science 応用動物・酪農科学概論	Individual Research Training B 研修 B *	

注) *研修 B が他の授業科目と重複する場合は、空き時間帯に実施する。(IRT can be set any open slot)

	川内キャンパス Kawauchi Campus		青葉山キャンパス Aobayama Campus
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4. Summary

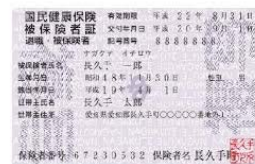
Student Status	Program	Requirement in each semester	Course Registration		JASSO	
			Submit to:	Deadline	Sign at:	Stipend Period
Undergraduate Special Auditing Student	JYPE	13 credits or more	Student Exchange Division	Fall: October 16, 2017 Spring: April 20, 2018	Student Exchange Division	One year ⇒10 months From Oct.-Jul. or Apr.-Jan. One semester ⇒4 months From Oct-Jan. or Apr.-Jul.
	DEEP		Assigned Faculty/School	Confirm at Assigned Faculty/School		
Graduate Special Research Student	COLABS	30 ECTS Equivalent or more	Student Exchange Division	Fall: October 16, 2017 Spring: April 20, 2018		
	DEEP		Assigned Graduate School	IRT lab: October 16,2017 Others: Confirm at Assigned Graduate School		

Various insurances

All exchange students are required to apply for the following insurances.

1. National Health Insurance

This insurance reduces the cost of medical expenses, which are to be paid at a medical institution in cases of sickness or injury. Those with this insurance are only required to pay 30% of the total amount when they receive medical treatment.



*** Every international student who will live in Japan for more than three months is obliged to enroll in the National Health Insurance system.**

2. Personal Accident Insurance for Students Pursuing Education and Research (PAS)

This is an aid plan covering injuries to students in case of accidents while they are engaged in research and educational activities at the university, including lectures, experiments, the participation of school event, etc. The insured students will be paid benefits according to the degree of injuries.

3. Personal Liability Insurance for Students (provided by University Co-op)

This insurance is designed to cover liability for bodily injury and/or property damage caused by the insured student to a third party in daily life (including school life) in Japan.

Note: This insurance does not cover liability for damages to a third party caused by car and motorcycle (including scooter) accidents.

The insured person must also have membership to the Tohoku University Co-operative Society (Co-op). In order to become a member of the Co-op, you must pay 5,000 yen to "Joint investment (Deposit)". This deposit will be refunded in full upon withdrawal from the Co-op. Depending on the contract period, a part of paid premium might be refunded on withdrawal. Withdrawal procedures can be carried out at the Co-op at least one month before leaving Japan.

Please read the handbooks included in this package carefully for details.