

## **Waseda University Law School: Tokyo, Japan – WLS**

### **a. General information**

With a metropolitan-area population of roughly 35 million, Tokyo is one of the largest cities in the world. It is a thoroughly modern metropolis with high-speed trains and subways, soaring architectural icons of glass and steel, flashing anime imagery on colorful billboards, and vibrant shopping districts woven into its fabric. But Tokyo's rich history is never far away. One can easily retreat into a small temple courtyard, stroll down a narrow street lined with small homes and shops, or relax in a park under a stand of swaying bamboo.

In the year 2007, Waseda University celebrated the 125th anniversary of its founding by Shigenobu Okuma, scholar and government leader. Waseda is one of Japan's top private, co-educational institutions of higher learning. Founded as a college with three departments under the old Japanese system of higher education, it has since grown to become a comprehensive university with two senior high schools and a School of Art and Architecture.

Waseda's history has been colorfully interspersed with visits by great scholars, politicians, journalists and more, from all over the world. Holding true to founder Shigenobu Okuma's ideal of harmony between Eastern and Western civilizations, Waseda continues to provide intellectual stimulation to its academic community.

In terms of both size and quality, Waseda University's Law School may be said to be one of the leading professional law schools in all Japan. At present, it boasts more than 73 full-time faculty members; and if part-time lecturers are added to this figure, the total number of would exceed 160. There are more than 850 students studying for a J.D. degree. Its former students are now playing prominent roles in the academic and legal professions, as well as in global affairs.

### **b. The Exchange Program**

WLS has concluded partnership arrangements with law schools in foreign countries to provide our students with opportunities to study abroad and prepare for the globalization of legal services. At this point, our partner law schools in addition to Stanford include Columbia University, Cornell University, Duke University, Fordham University, University of Illinois, University of Pennsylvania, University of Michigan, the University of Virginia, and the University of Washington in the United States, York University in Canada, National Taiwan University, the Judges and Prosecutors Training Institute in Taiwan, Ewha Womans University in Korea, Pantheon-Assas Paris II University in France, and Bucerius University in Germany. We are aiming to grow partnerships with other comparable law schools and legal training and research institutes around the world. Students at WLS are fortunate to have the opportunity to broaden their perspectives by interacting with exchange students from foreign institutions.

### **c. Academic Calendar 2011-12**

Sep. 25	Exchange student orientation
Sep. 28	Classes begin
Sep. 28 – Oct. 4	Exchange student class registration
Dec. 23 – Jan. 6	Winter recess
Jan. 7	Classes resume
Jan. 29	Last day of regular classes
Jan. 24 - 29	Make-up classes meet
Jan. 30	Exams begin
Feb. 5	Exams end Feb.
6 - Mar. 31	Spring recess
Mar. 25	Graduation ceremony

Most courses of WLS are two-credit courses taught for fifteen weeks. Each class meets once a week, spending 90 minutes each time. Those SLS students who stay at WLS only during the fall quarter will be allowed to finish their study at WLS by the last class in December and earn full credits for enrolled courses. Appropriate methods of evaluation will be arranged in order to compensate missed classes in January.

### **d. Language of Instruction**

Japanese, but with nine courses taught in English at WLS.

**NOTE:** It is possible to take Japanese language courses taught at the Center for Japanese Language, however, a placement test is required.

### **e. Eligible Courses**

See section f.

### **f. English Language Courses**

WLS courses are designed mainly for Japanese students who will pursue the professional career of law practice. Exchange students may find contents of these courses too specialized for their purpose of legal study abroad. If the instructor of a given law school course deems it more appropriate, the exchange student may be advised to take, in lieu of a law school course, a more general undergraduate course offered at the Faculty of Law or a graduate course with a focus on comparative legal studies offered at the Graduate School of Law.

Almost all courses of WLS are taught in Japanese. Given the fact that some exchange students want to take a few courses conducted in English, WLS typically offers several courses of this kind. The list of English-language courses to be offered in the fall semester 2012 is not yet available. To provide a sense of the English-language curriculum, during the fall semester of 2011, the list of English-language courses was:

1. Business Law in Japan
2. Civil Law in Japan
3. Criminal Justice in Japan
4. Human Rights Law in Japan
5. International Entertainment Law
6. International Trade Law
7. Japanese Legal Culture
8. Pacific Settlement of International Disputes
9. Civil Dispute Resolution in Japan
10. Comparative Financial Law
11. Corporation Governance and Risk Management

### **g. Academic Requirements for Admission to the Exchange Program**

Exchange students should be in good academic standing even though Waseda does not require a specific cumulative grade point average.

### **h. Standard Course Loads**

WLS does not have a required course load for exchange students. The past exchange students, however, took as many courses as they can manage.

### **i. Course Enrollment and Registration**

Exchange students are allowed to "shop around" for suitable courses during the first week of a semester, after which they are promptly required to register.

### **j. Grading System**

The instructor of each course will use a method of evaluation appropriate for a given course and an exchange student. Methods may include a written examination, an oral examination, or a research paper of approximately 15 double-spaced pages for two credits. Either Japanese or English may be used. If an exchange student wishes to write a substantial research paper of more than 40 double-spaced pages for additional two credits, he/she may take a supervised writing course, "Independent Study Paper." This arrangement may be made through his/her faculty adviser with the consent of a supervising faculty member.

WLS will send official transcripts for fall semester courses by the end of February, and for spring semester courses by the end of August.

## **k. The Application Procedure**

### **Nomination by the Home Institution**

SLS will select and nominate students to Waseda Law School.

### **Required Documents for Nomination**

The home institution must submit the following documents by March 31, 2012 for the nominated students. The Japanese government requires these documents for the application for the immigration certificate, "Certificate of Eligibility." Please note that nominees under exchange programs are exempted from Application Fee (JPY 35,000).

- 1) A letter of nomination from the Dean of a home institution addressed to the Dean of WLS. This letter must include the names of nominees and their period of study at Waseda University.
- 2) Completed application forms for admission, including a one-page statement of academic interest and background in Japanese language and Japanese law. The application forms may be found and downloaded [here](#).
- 3) A completed application form for the Certificate of Eligibility (the form is enclosed in the application forms linked above).
- 4) Official transcripts of academic records from SLS and, if applicable, other law schools in which an applicant was previously enrolled.
- 5) A completed statement of source of funds (the form is enclosed in the application forms linked above). Attach Banker's certificate of deposit or Letter of financial guarantees (the bank balances or documents clarifying the source of the living expenses in Japan).
- 6) Five Photos (4cm×3cm) including one on the application form.
- 7) A Xeroxed copy of an applicant's passport (photo and personal information pages).

### **Note:**

- Please type or print clearly and complete all sections in English or Japanese.
- A MS Word file of application forms is available on request by e-mail to: [w367846@waseda.jp](mailto:w367846@waseda.jp)
- All of the original documents shown above must be sent by airmail or by express courier (FedEx, UPS, DHL, etc.) to:

Exchange Program Coordinator  
Waseda Law School  
Waseda University  
1-6-1 Nishiwaseda  
Shinjuku-Ku, Tokyo 169-8050  
JAPAN

### **Acceptance of Nominations**

The Transnational Program Committee of WLS will examine applications and other documents. It is understood that nominations by the home institution will be honored under normal circumstances as long as required documents are submitted by the due date. Following acceptance by the Committee, WLS will send accepted students a “Letter of Acceptance” and information about Waseda and related matters around mid-May, 2010. The information WLS will send includes: the name of a faculty member selected as the academic adviser for each student, entry information, accommodations, etc. At the same time, WLS will apply to the Tokyo Immigration Office for a “Certificate of Eligibility” of each student required to obtain a student visa.

### **I. Application deadlines**

March 31, 2012.

### **m. Housing information**

Waseda University owns several private dormitories for exchange students and they are under control of the Student Affairs Section.

You will receive information about your housing arrangement from the office by the end of July. You can make your decision for your housing in Tokyo after this.

#### A sample room in a main dormitory located near WLS (5 minute walk) at “Waseda Hoshien”

- Room type: Single (Floor space: 12 square meters)
- Monthly rent: JPY 63,000 (subject to change)
- Utility charges: JPY 4,200 (subject to change)
- A bed, refrigerator, bedding, desk, chair, closet, bookshelf, lamp stand and air-conditioner are provided.
- Kitchen, shower room, toilet, TV set, internet cables, etc. are shared for common use.

Founded upon Christian principles, the Hoshien seeks to develop each person’s potential and foster a world where people can live together in peace. Its history began in 1908 when Mr. Harry B. Benninghoff, sent by the American Baptists and with encouragement from Waseda University founder Dr. Shigenobu Okuma, began a Christian based-dormitory.

All rooms are for single-use. A bed, refrigerator, bedding, desk, chair, closet, bookshelf, lamp stand and air-conditioner are provided. Living, kitchen, lobby, TV set, internet cables, toilet, shower room and launderette are shared for common use. Bldg. No. 3 has a PC room and a health consultation room that is open to all dormitory students. There is also a telephone in each room. Local, long-distance and overseas calls can be made from individual rooms by using the prepaid card. It is a five-minute walk from this facility to the Nishi-Waseda Campus.

Because Hoshien provides extra activities such as presenting an annual event and Japanese lessons, you will have many chances to deepen your understanding of Japanese culture.

Sheets, a blanket, a pillow and a pillowcase will be provided in this accommodation. Residents are expected to supply towels, slippers and table settings (glass, coffee cup, knife, folk, chopsticks, plate, bowl etc.) for their own use. Meal service is not provided.

**Number of units**

International House Bldg. No. 1 : 12

International House Bldg. No. 5 : 29

International House Bldg. No. 3 : 98

**Dormitory Fee/ Utility Charges (Subject to change)**

- Utility fee will also be charged besides the monthly rent. The cost of JPY 7,350 per month will be charged across-the-board in Bldg No.1 and 5.
- In Bldg No.3, extra electricity fee (actual expense) will be charged besides the utility fee of JPY 4,200 per month.
- Please purchase the specified pre-paid card if you want to make a phone call. Extra expense will be charged also if you wish to use the internet.
- Linen fee (JPY 3,150) and Waseda Hoshien membership fee (JPY 5,000 per year) will be charged with the first payment. Basically, the dorm fee will be withdrawn from your bank account every month. Residents will be explained about the payment at the first orientation at Waseda or at the Hoshien Dormitory Desk.

Dormitory Desk Open Hour: Mon/Wed/Fri : 10:00am-6:00pm Tues/Thurs: 10:00am-5:00pm

Hoshien Total Desk Open Hour: Mon-Fri: 7:00am-9:30pm Sun/Sat: 7:00am-6:00pm

Check-in &amp; out time will be 9:00am to 5:00pm.

You can only check in the weekdays. **You cannot check in on Saturday, Sunday and national holidays. Checking Out Form must be submitted to Student Affairs Section one month prior to the expected date of leaving.**

Note: Please put your name and room number on your luggage, in case of sending any luggage to the dorm.

Building	Room No.	Floor Space (m <sup>2</sup> )	Monthly Rent	Utility Charges
International House Bldg.#1	404,405,406,407	12m <sup>2</sup>	¥47000	7350
	408,409,410,411			
	412,413,414			
	415	20m <sup>2</sup>		
International House Bldg.#5	201	16m <sup>2</sup>	¥55000	7350
	202-204	11m <sup>2</sup>	¥47000	7350
	205,206	15m <sup>2</sup>	¥55000	7350
	208	19m <sup>2</sup>	¥59000	7350
	209,210	15m <sup>2</sup>	¥55000	7350
	211	16m <sup>2</sup>	¥56000	7350

	212	21m <sup>2</sup>	¥60000	7350
	302-311	11m <sup>2</sup>	¥47000	7350
	402-411	11m <sup>2</sup>	¥47000	7350
International House Bldg.#3	021-028	12.6m <sup>2</sup>	¥63000	4200+ actual expense
	029	12.6m <sup>2</sup>	¥62000	4200+ actual expense
	031-038,041-048, 051-058,061-068	12.6m <sup>2</sup>	¥64000	4200+ actual expense
	039,049,059,069	12.6m <sup>2</sup>	¥63000	4200+ actual expense
	071-078,081-088 091-098,101-108 111-117,121-127	12.6m <sup>2</sup>	¥65000	4200+ actual expense
	079,089,099,109, 119,	12.6m <sup>2</sup>	¥64000	4200+ actual expense
	128	31.9m <sup>2</sup>	¥120000	4200+ actual expense

\*Beside the above fees, Waseda Hoshien membership fee (JPY 5,000 per year) will be charged at the initial check-in time.

### **Contact address**

Waseda Hoshien Office  
 2-3-1 Nishiwaseda, Shinjuku-ku, Tokyo  
 169-8616 Japan  
 Phone: 81-3-3205-5405  
 Fax : 81-3-3205-5413

### **n. Visa/Immigration Information**

Due to the regulations under the immigration law in Japan, a non-Japanese exchange student is required to enter Japan with a valid visa of "College Student." As soon as we receive it from the Tokyo Immigration Office in July, the student's "Certificate of Eligibility" will be forwarded to a student, who must then obtain a visa to attend Waseda University. This certificate needs to be submitted with a valid passport to a local Japanese Consulate for issuance of a visa. "Visa stamp" will usually be obtained within several weeks after application. Please be sure to secure a college student visa before departure.

It takes about four to eight weeks for WLS to receive the "Certificate of Eligibility" for each student from the Tokyo Immigration Office. Upon receiving the certificates, WLS will forward them to the program coordinator of the home institution by express and registered airmail. WLS expects to send these certificates in July under normal circumstances. The program coordinator is expected to maintain each student's summer mailing address so that the "Certificate of Eligibility" will reach the student without delay. The student may apply for a student visa at a Japanese Consulate only with a "Certificate of Eligibility" and a valid passport.

WLS strongly recommends that you enter Japan with the proper status of residence because people who enter Japan with a visa waiver status or a different status of residence have to leave Japan, and then re-enter with a college student visa. WLS cannot make any special visa arrangements for those planning to come to Japan earlier.

### **o. Fees**

Students will pay their normal tuition to Stanford for the quarter during which they study at WLS.

### **p. Estimated Cost of Living**

	Food and Rent expenses	other living	Books and miscellaneous fees	Medical fees*	Total
6 months	¥400,000	¥350,000	¥80,000	¥20,000	¥850,000
One year	¥800,000	¥700,000	¥150,000	¥40,000	¥1,690,000

\*The amounts indicated are approximate fees in case students apply for the National Health Insurance Plan (*Kokumin Kenkou Hoken*) in Japan.

### **q. Health Insurance Requirements**

College Student visa holders may be able to participate in the National Health Insurance Scheme of the Japanese Government if they stay in the country for six months or more. The insurance covers 70% of your medical charges. The monthly premium is about 700 yen for international students.

Those who plan to stay in Japan for less than six months should make other health insurance arrangements before leaving the U.S.

### **r. Program Contacts/Advisors at Waseda**

Classrooms and the office of WLS are located in Ono Azusa Hall (Building No. 27; see our web site address below). The office is on the first floor and is open 9:00-17:00 Monday through Saturday. During summer vacation (from August 1 till September 20) the office hours are 9:00-17:00 Monday through Friday. WLS will be closed between August 5 and 13. Please contact Makoto Inoue when you arrive in Japan:

Mr. Makoto Inoue  
 Administrative staff  
 Waseda Law School (*Houmu-kenkyuka*)  
 1-6-1 Nishi-waseda, Shinjuku-ku, Tokyo, 169-8050, JAPAN  
 E-mail: w367846@waseda.jp  
 Phone: +81-3-5286-1678 Fax: +81-3-5286-1720