



Keio University Exchange



Study Abroad

Agenda/Introductions



- Introductions
- Logistics
- Academics
- Life in Tokyo
- Health and Safety
- Finances and Budgeting
- Action Items
- Wrap up/Questions

Introductions

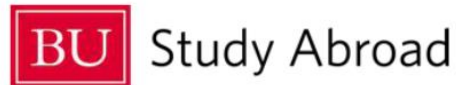
Japanese	Pronunciation	Meaning
おはよう(ございます)	ohayou (gozaimasu)	Good Morning
こんにちは	konnichiwa	Hello / Good afternoon
こんばんは	konbanwa	Good evening
おやすみ(なさい)	oyasumi (nasai)	Good night
さようなら	sayounara	Good bye / See you later
またあした	mata ashita	See you tomorrow
ありがとう(ございます)	arigatou (gozaimasu)	Thank you
どういたしまして	dou itashimashite	You're welcome
すみません	sumimasen	Excuse me / I'm sorry
ごめんなさい	gomen nasai	I'm sorry
おげんきですか	ogenki desu ka	How are you?
おかげさまで(げんきです)	okagesamade (genki desu)	I'm very good
いただきます	itadakimasu	Express gratitude before eating your meal
ごちそうさまでした	gochisou sama deshita	Express gratitude after eating your meal
おめでとう(ございます)	omedetou (gozaimasu)	Congratulations
おきをつけて	o ki wo tsukete	Be careful




Pre-Departure Roadmap



Boston University Study Abroad Pre-Departure Roadmap



 Study Abroad

▶ twitter.com/BUabroad ▶ facebook.com/BUabroad ▶ bu.edu/abroad

Program Statistics

- Exchange began in 2007
- 4 **BU** students at **Keio** during AY 15/16
- 1 **BU** student at **Keio** this Fall 2016
- 7 **BU** students going to **Keio** this Spring 2017
- 4 **Keio** students at **BU** during AY 16/17

Keio University



Program Logistics



- Direct enrollment at Keio University
 - Keio International Program
 - Japanese Language Program
- Maintain full-time status at BU
- Earn BU credits and grades

- Pay home university (BU) tuition
- Pay host university (Keio) room, board, and other services and fees

- Access to all student resources at Keio
- Make use of local services and resources before and during your semester abroad

Program Contacts at Keio

International Exchange Services Group

Ms. Misa Matsuoka, ic-student@adst.keio.ac.jp



Academics on Site

- **Class Structure:**
 - 8-10 classes per semester
 - Class meets once per week
 - for about 90 minutes
- **Credits and Grades:**
 - Language classes are worth 1 credit; Other classes are worth 2 credits
 - 12 (BU) credit minimum per semester
 - No pass/fail or incompletes
 - All grades will appear on your BU transcript
- **Course Combination Process: use the worksheet**
- **Academic Policies for exchange programs**
- **Registration**
 - You will register for classes after you arrive at Keio



Academics on Site

KIP

- English-taught courses at Keio International Center
- Up to 4 Japanese language classes per semester
- Curricular focus on Japan and East/Southeast Asia
- Most classes offered at Mita campus

JLP

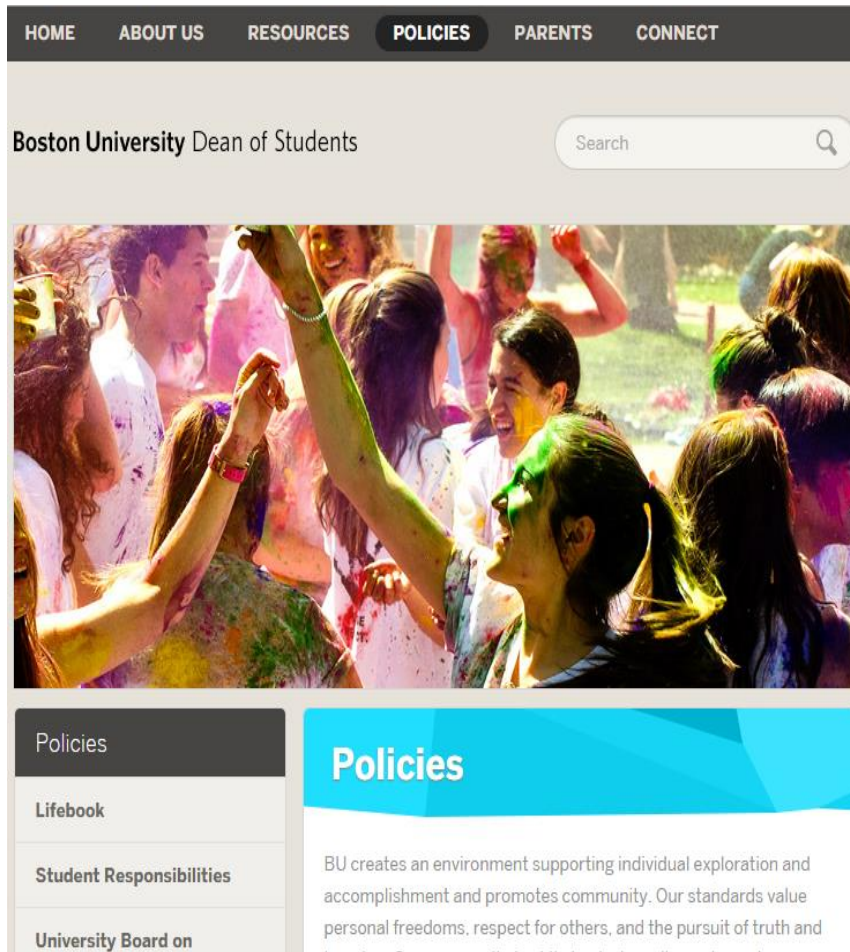
- Focus on Japanese language learning
- Placement test at start of each semester
- Students take a combination of *Core Subjects* (basic language learning classes at appropriate level), *Subjects with Specific Focus* (speaking, reading, writing, listening), and *Japanese Studies on Society and Culture* (high-level students only)

CAS IP101 The Global Learning Experience: An Online Course

MAKE THE MOST OF YOUR SEMESTER ABROAD!

- CAS IP101 will provide you with tools for identifying cultural differences, patterns and values, and will challenge you to think critically about and reflect on your study abroad experience
- Course is worth one (1) credit and is Pass/Fail
- The syllabus and more information is found on the [Global Learning Experience webpage](#)
- Please check your program Hub Page for instructions on how to enroll!
- Students enjoy the readings and a Spring 2015 participant said *"[CAS IP101] forces you to really explore your environment and get out of your comfort zone. Gives you constant questions to think about while you travel."*

Academic Policies



The screenshot shows the website for the Boston University Dean of Students. The navigation bar includes links for HOME, ABOUT US, RESOURCES, POLICIES (highlighted), PARENTS, and CONNECT. Below the navigation bar is the text "Boston University Dean of Students" and a search bar. A large image of students at a festival is displayed. Below the image is a sidebar with links for Policies, Lifebook, Student Responsibilities, and University Board on. The main content area has a blue header with the word "Policies" and a paragraph of text starting with "BU creates an environment supporting individual exploration and accomplishment and promotes community. Our standards value personal freedoms, respect for others, and the pursuit of truth and..."

- All students are subject to BU's [Academic Code of Conduct](#)
- Must take the full course load for a grade
- All coursework must be completed prior to end of program (or an F may be assigned)
- If accommodations are needed, notify BU Study Abroad and BU's Office of Disability Services
- Attendance policies
 - Personal travel must NOT conflict with academic obligations
 - Details will be given during the on-site orientation and/or in syllabi

Academic Policies for Direct Enrollment at a Foreign University

As a student enrolling in one or more classes at a foreign university, you **are required to:**

- Maintain full-time status (12+ BU credits)
- Verify course equivalencies with your academic advisor
- Follow host university policies for final exam registration
- Understand how grades and credits from your host university will be converted to BU grades and credits

As a student enrolling in one or more classes at a foreign university, you **may not:**

- Audit classes abroad
- Take pass/fail classes abroad (no credit will be granted at BU)

Withdrawals and Incompletes at Host Universities

- Withdrawals reported on your host university transcript will be reported as 'W' on your BU transcript
- Incompletes reported on your host university transcript will be reported as 'F' on your BU transcript

Please note:

All grades assigned to you by the host institution will be recorded on your BU transcript and all grades earned abroad will be factored into your GPA. *Boston University cannot edit, modify or change in any way the final grades that are issued by your host institution and indicated on your host university transcript.* You cannot opt to omit courses taken abroad and/or grades earned abroad from your BU transcript.



Remember to review the full set of Academic Policies on your program hub page.

Immigration: Student Visa

Apply before going to Japan.
Allow 2 weeks for processing.

Steps:

1. Submit COE application materials (along with other application documents to BUSA)
2. Make sure your passport is valid
3. Identify your Embassy or Consulate
4. Gather materials
5. Receive COE from Keio
6. Apply for visa at Consulate/Embassy

Notes:

No visa fee for U.S. Citizens
 Study Abroad

◀ Visa Application: Due DEC 30

Unless you have Japanese citizenship, you will be required to obtain a visa to study in Japan. In order to get the visa, you will need to apply at a Japanese consulate using the Certificate of Eligibility (COE) letter that you will receive from Keio. **You cannot apply for a visa until you have your COE.** As soon as you receive the COE, you should apply for the visa, by following the listed steps.

STEP 1: SUBMIT YOUR COE APPLICATION MATERIALS

The Certificate of Eligibility is a document issued by the Japanese government that confirms you are eligible for long-term stay in Japan. The COE is a vital part of your visa application. You cannot apply for a Japanese visa without it. Keio will apply for your Certificate of Eligibility from the Japanese Ministry of Justice, using the materials you sent them prior to your acceptance (the COE application form, emailed to ic-coe@adst.keio.ac.jp, along with #2 and #3 in the "Materials to Submit to BU Study Abroad" section above). As soon as the COE has been issued, Keio will mail it to you and you can then apply for your student visa. This usually happens in late July for fall semester admission.

STEP 2: OBTAIN A VALID PASSPORT

You will need to have a current passport in order to apply for your visa; the passport must be valid for at least six months after your program's end date. If you do not currently have a passport or yours will expire less than six months after the end of the program, you will need to apply for one or renew it immediately [here](#). Expedited service is strongly recommended.

STEP 3: IDENTIFY YOUR EMBASSY OR CONSULATE

Most BU students apply for their Japanese visa at the [Boston Consulate](#). If you would prefer to apply in a different location, you can search online for the [Embassy or Consulate nearest you](#). At the Boston Consulate, appointments are not required. If you plan to attend any other Embassy or Consulate, you should call them in advance to

Budgeting & Finances

BU Bill

- Tuition only
- Contact Student Accounting Services with questions

Typical expenses

- \$2,700 housing
- \$2,300 food
- \$450 local transportation
- \$100 books
- \$3,600 personal spending*

Money-saving tips

- Travel locally rather than internationally
- Prioritize your entertainment
- Take advantage of University resources and events

**Highly dependent on how much you travel while abroad*

Boston University Study Abroad



STUDY ABROAD PROGRAM BUDGET—Academic Year 2016/2017
NAME OF PROGRAM: Keio University Exchange
PROGRAM LOCATION: Tokyo, Japan
PROGRAM LENGTH: 18 weeks, Fall or Spring, 16 credits

PROGRAM CHARGES — Billed by Boston University

Program Tuition	\$ 24,588
Student Services Fee (Includes overseas medical insurance and emergency travel assistance coverage.)	\$ 199
Total Program Charges	\$ 24,787

US MEDICAL INSURANCE — Optional, Billed by Boston University

Medical Insurance (Waived if student demonstrates coverage by a comprehensive US based policy)	\$ 2,014
Total Program Charges With Medical Insurance	\$ 26,801

ESTIMATED ADDITIONAL EXPENSES — Not included in Program Charges

Housing	\$ 3,000
Board/Food	\$ 2,300
Airfare	\$ 1,500
Local Transportation	\$ 450
Books	\$ 100
Visa/Immigration Requirements*	\$ 0
Personal Spending	\$ 1,800
Total Estimated Additional Expenses	\$ 9,150

TOTAL ESTIMATED EXPENSES \$ 35,951

The fees, charges, and expenses shown are estimates for one semester, based on current information only and are subject to change.
*Information applies to US citizens. Additional costs may apply for non-US citizens.

Life at Keio: Housing

Dining

- Some dormitories have meal plans during the week and some do not
- Most food is a la carte: dining options on and near campus



Shimoda

- Single rooms, common kitchens
- Pay monthly rent directly to Shimoda
- Fee is approximately ¥63,500 per month (\$620) for AY 13/14; includes
 - Internet and local phone
 - Bedding
 - Bathroom
 - Refrigerator
- Stovetops but no ovens
- Grocery store nearby

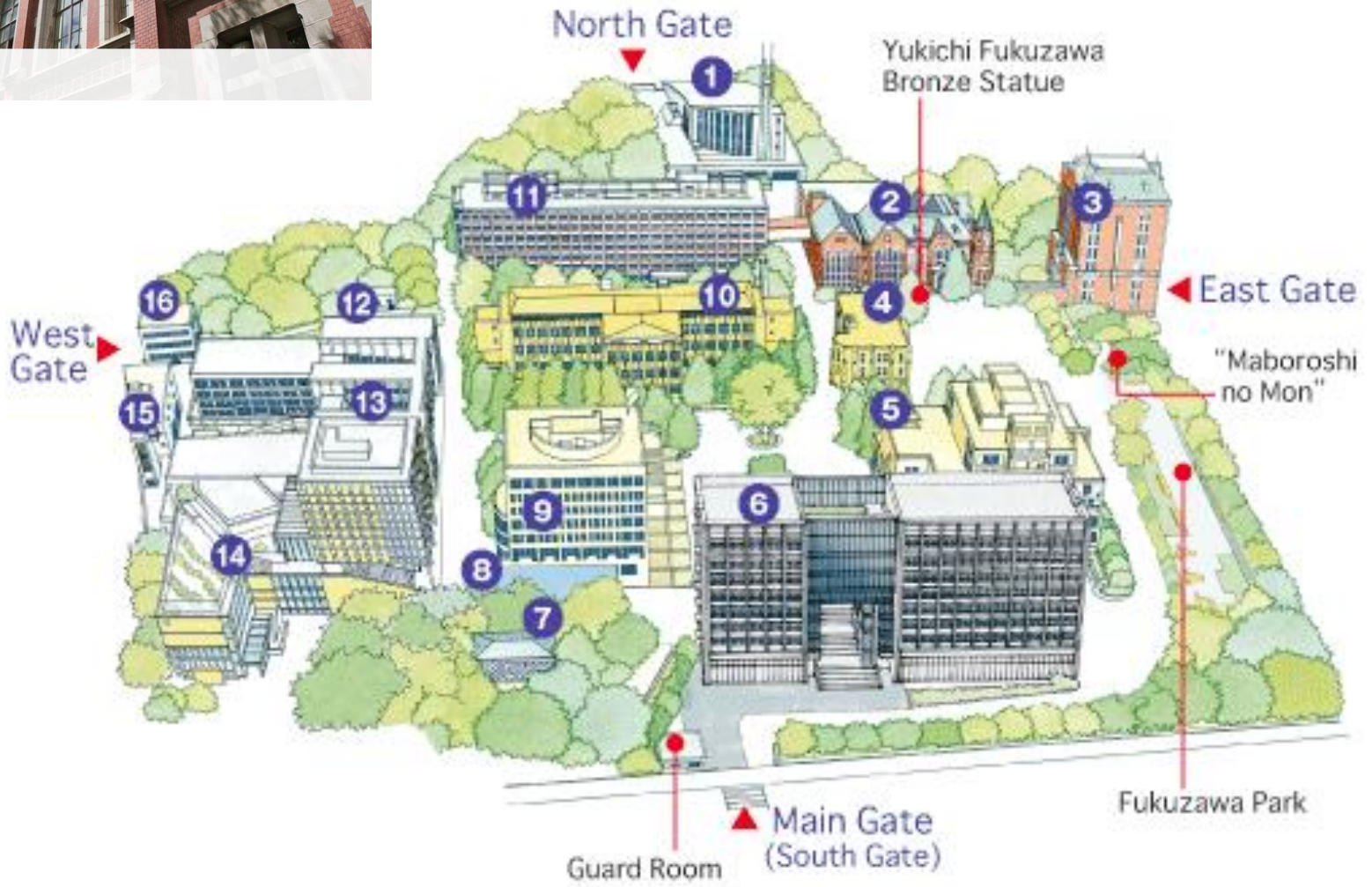
How to Apply

- Keio housing information will be sent mid-December

Payments

- You will have a Japanese bank account, from which monthly rent will be deducted
- Utilities are not included in the rent price

Life at Keio: Campus



Life in Tokyo: Getting Around

TRAINS

- Commuter pass (about \$350/6 month pass)
- Discount with student ID
- 6-mo. pass is probably cheapest, but if you plan to be out of Japan during long winter break then it may not make sense. Purchase 3-month pass instead.

Schedule

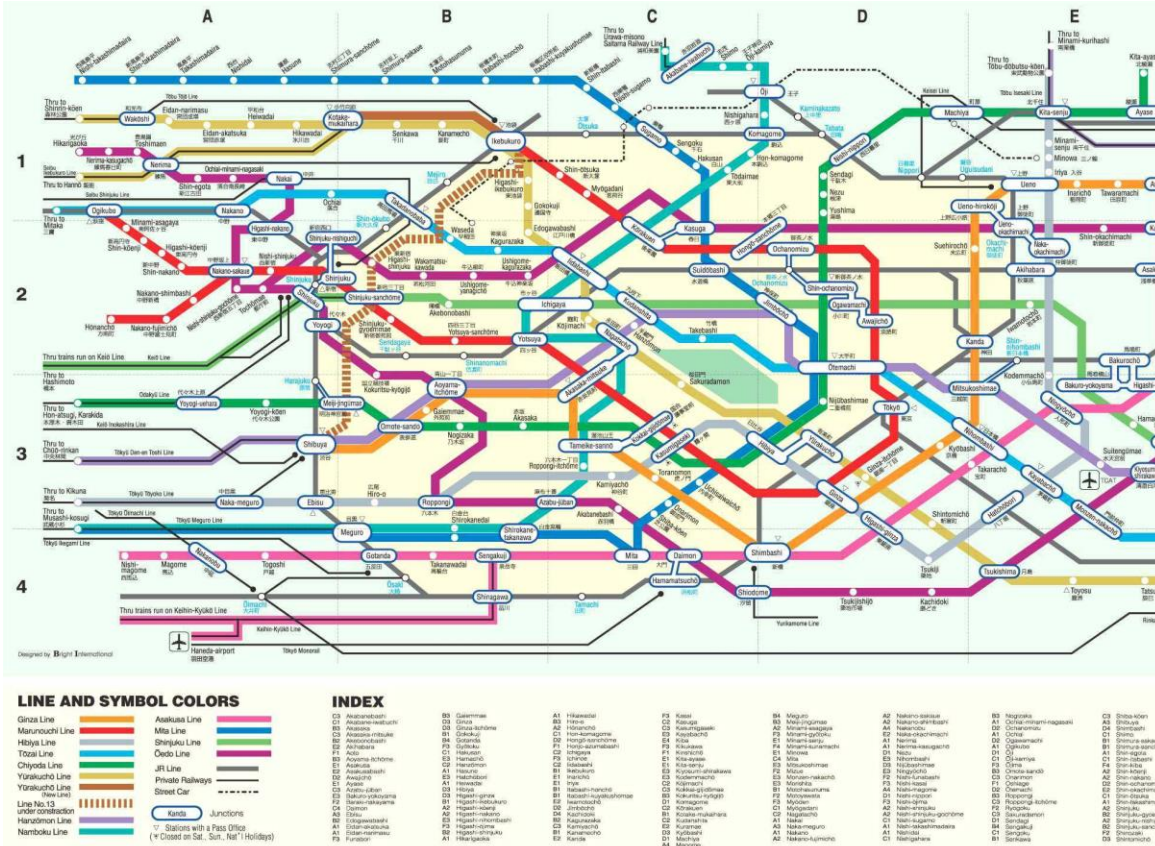
- Trains run on set schedule, up to 30 minutes between trains
- On time, but very crowded during rush hour

Travel to Campus

- 45-60 minutes from Shimoda to Mita campus on regular train; express train is faster

BIKES

- Tokyo is bike-friendly
- 1+ hour from Shimoda to Mita campus
- Purchase a bike for \$100 or less upon arrival



Life beyond Tokyo

Travel outside Tokyo

- Travel within Japan during semesters
- Semester break is a good time for travel outside Japan
- Notify BUSA and Keio of your travel plans



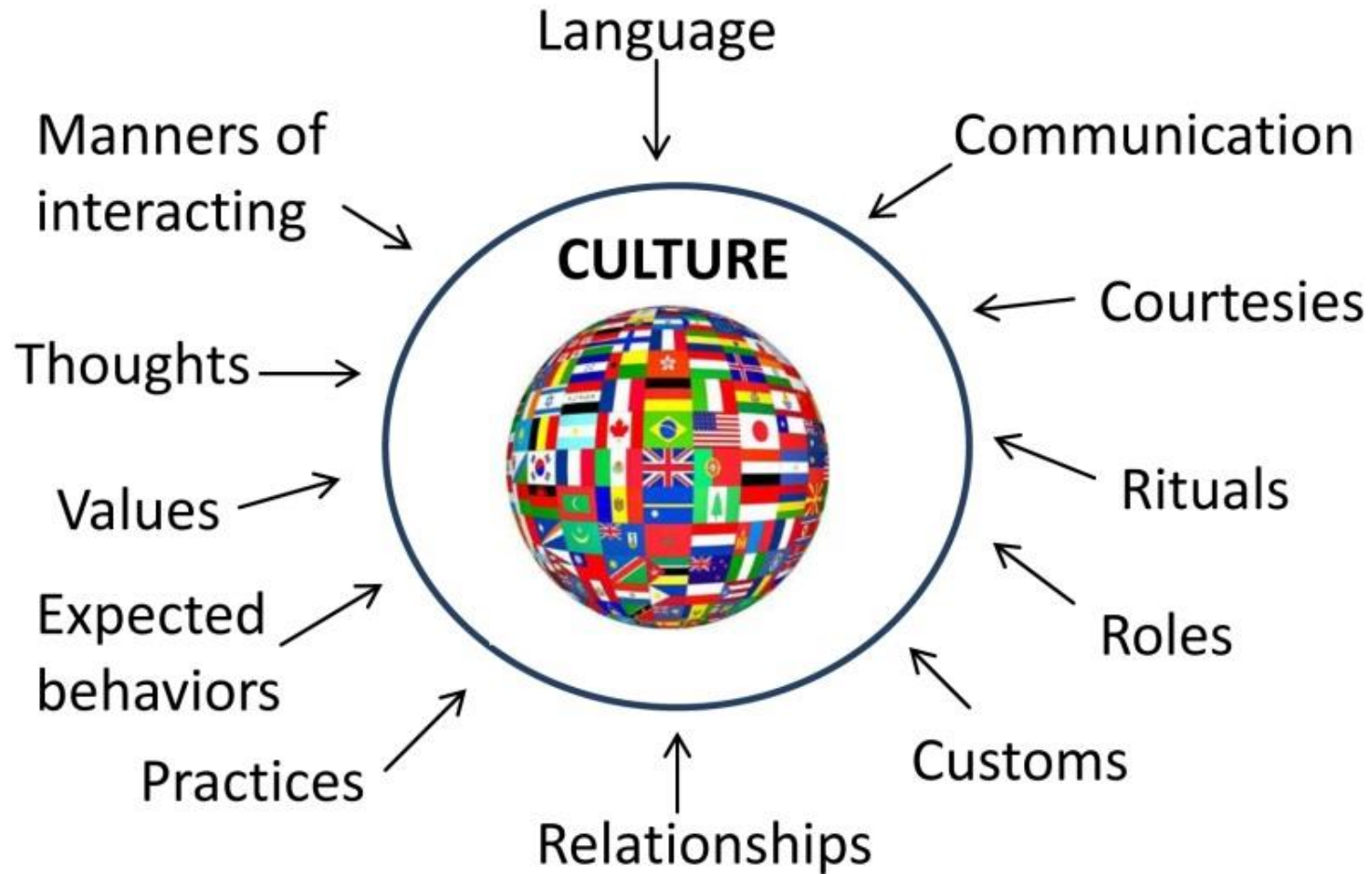
Life at Keio: Daily Life



Get Involved!

- Keio Tomodachi Program (Buddy)
 - Partner with a volunteer Keio student to help introduce you to the Japanese way of life
 - Connect with local students
 - Activities/meetings throughout semester

Culture



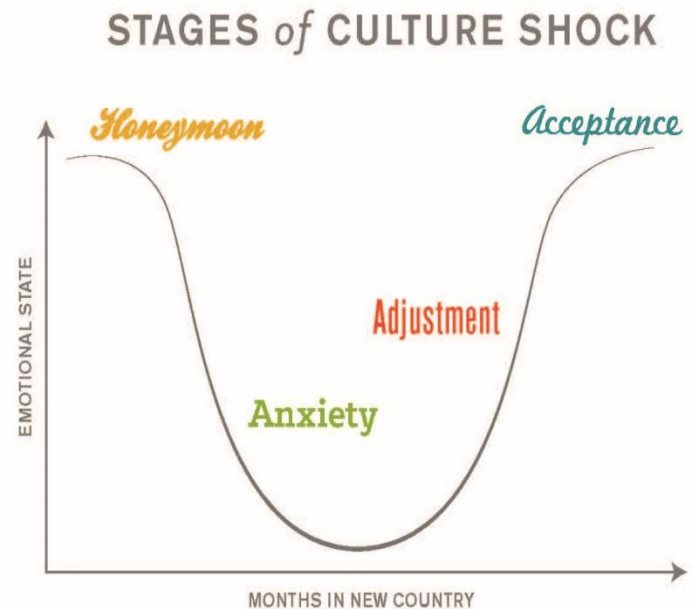
Culture Shock



CULTURE SHOCK

Top 10 Tips for Coping with Culture Shock

1. Research your host country prior to departure
2. Keep an open mind
3. Search out new experiences and friends
4. Do not judge the people of a country by one person or one experience
5. Keep a sense of humor
6. Listen and observe rather than merely see or hear
7. Reflect daily to process your experiences
8. Use your host university's support system
9. Stay in touch with home
10. Remember you have traveled far to learn about and experience a new culture, and to represent your country and school; most people only DREAM about having this experience.



There is no "best way" to deal with culture shock; it always depends on the individual.

Health

Plan ahead!

- Visit your doctor about any health concerns or for a physical, if overdue
- Maintain regular dental appointments
- Make a plan to access your medications abroad
 - Talk to your doctor
 - Make a copy of your prescriptions
 - Restrictions on certain medications in Italy
 - If allowable, obtain a supply for full semester
 - Do not plan to ship medicine abroad
- Understand that medical facilities will be different abroad
- Learn about local health system and cultural differences
- Contact program staff with any concerns

Life on Site: Mental Health



- Talk to your therapist/counselor about mental health while abroad and make a plan before you go.
- Even if you may be excited about new opportunities, stress or anxiety may increase abroad.
- Stay Healthy:
 - University resources
 - Keep up routine (when possible)
 - Cultural norms
 - HTH (or equivalent policy) covers mental health care
 - Use the on-site staff as a resource

International Health Insurance



At least two weeks before the program start date, all students will be automatically enrolled in international insurance coverage and emergency travel assistance services through HTH WorldWide, including evacuation coverage.

- **Valid for the duration of the program, and extendable at the student's expense**
 - Detailed coverage information is provided on the BU Study Abroad [Health & Safety page](#) and again by email at the time of enrollment
 - In case of need of medical treatment, mental health counseling, or travel assistance while abroad or to set up appointments in advance, contact HTH directly and identify yourself as a Boston University student:
 - +1 610-254-8771
 - globalhealth@hthworldwide.com
- **All students are required to maintain their US-based health insurance coverage while abroad**

Safety Plans

Program Emergency Plan

- Boston University closely monitors the security situation across the world, and follows guidance from local authorities and the US State Department
- Detailed emergency plans and general safety precautions will be explained during on-site orientation

Personal Emergency Plan

- Always have emergency contact numbers with you, both in your phone and separately
- Enroll in the [State Department STEP Program](#) to get travel alerts and warnings
- Talk with your family about communication expectations in the event of an emergency

Take Responsibility for your OWN Risk Management!

- Talk to your family and friends about the location- buildings, housing, staff, insurance, resources
- Practice situational awareness: Be aware of your surroundings; be vigilant of others.
- Do not drive (road and pedestrian accidents are #1 cause of injury/death abroad)
- Do not participate in demonstrations or protests
- Drink responsibly –The majority of problems student's face are related to alcohol. It's not the staff's responsibility to manage your consumption!
- Travel with others and look out for each other.
- Pay attention to the news (before and during the program)
- Practice safe sex and report any sexual assault to staff abroad.



Personal Safety



Keep your belongings safe

- Do not bring valuables or sentimental items abroad
- Avoid carrying large amounts of cash
- Monitor your wallet/purse closely. Keep money hidden, or consider a money belt
- Limit smartphone usage in public
- Carry only necessities out at night – make sure you have emergency numbers with you

Our Expectations of you:

We expect that you will...

- Share responsibility for your safety and that of others in the program
- You will be reachable by local phone at all times. Keep your phone charged and topped-up with minutes.
- You will reach out to program staff and your family if you experience, witness or become aware of a serious incident of any kind.
- You will report issues of any sort in a timely manner to the on-site staff (or directly to Boston if necessary) so that we can help you.



Communication

Staying connected with home

- Skype and Facetime
- Email, messaging, and apps (Line)
- Wifi widely available with good speed

Mobile Phones

- Make sure you have a local number for emergencies and ease of use
- Many students purchase a pre-paid mobile phone when they arrive in Japan, about \$100.
- Soft Bank and AU are popular carriers
- \$30-40/month for unlimited plans
- Receive information during orientation
- Keep your current smartphone on “airplane mode” and use apps on Wi-Fi when it’s available.
- US-based international mobile phone plans are more expensive and may not work.



Engaging with Keio & Tokyo: Start now!

These are beneficial for research before you go and for resources while abroad

- Local Social Media
 - Follow Keio University, local businesses, venues, organizations, etc. to get latest news about places of interest and keep up with different social trends.
 - Keio Facebook group
- Local streaming TV, Spotify channels, radio, etc.
 - Pay attention to the news to keep up-to-date on events in Tokyo and the region
- Blogs and websites
 - You have a place to track good websites, magazines, and apps on the worksheet that's attached to the online module. Use it!



Banking: Japanese Yen (JPY)

1 USD = 115 JPY



- Easy access to cash while abroad
- Using your American bank account
 - ATM withdrawals and fees
 - Post office and 7Eleven ATMs should work with American cards
 - Minimize number of withdrawals
 - Some ATMs (post office) have very limited hours
- Tell your bank and credit card about your travel plans in advance
 - Does your bank have restrictions in Japan?
 - Does your bank have a partner in Japan?
 - Citibank – no transaction fee for Citibank ATMs in Japan
 - What additional fees will you have to pay?
- Credit card for emergencies
- Access to multiple types of funds

Flights and Travel to Tokyo



Independent Flight

- Submit flight itinerary to [BU International Travel Registry](#)
- Book one-way or roundtrip
- Plan out the route to your Keio housing in advance (no airport pickup is available)

Getting to Keio

- Detailed instructions in Keio handbook
- Taxi is easiest, but expensive – good to coordinate flights!

Travel

LOGISTICS

- Arrive at the airport at least three hours prior to your departure
- Wear heavier clothes on the flight to save room in your suitcase
- Confirm your departure time and flight

CARRY ON

- Passport with visa
- Medical Form (*Yakkan Shoumei*), if required
- Liquids 3oz or less in plastic bags (check www.tsa.gov for up to date requirements)
- Essentials to last you a few days in your carry-on in case your luggage gets lost (toothpaste, deodorant, underwear, medicine, socks)

HEALTH WHILE TRAVELING

- Drink lots of water and stay hydrated
- Be sure to time your medications while traveling
- Get lots of sleep after you arrive: jetlag can take up to a week to go away!

Packing List

- **Luggage:**
 - Use bags that are light and sturdy – one large, one carry on, one shoulder bag or backpack
 - Pack only what you can carry *yourself*
 - Check airline restrictions on weight and number of bags you can take aboard. Overage fees may apply.
 - Do not plan on shipping items abroad
- **All students should bring:**
 - Passport with visa
 - Roundtrip flight itinerary
 - Medication, original prescriptions, *Yakkan Shoumei*
 - Keio contact details and directions to housing
 - Extra glasses, contacts, solution



Packing List

Program Specific Items:

- Handbooks and emails from Keio
- Decent socks
- Easy-care clothes and lots of layers
- Clothes for heat, humidity, and cold (extras if you are tall or wear a large size)
- Sanitary products and antiperspirant
- Toothpaste (Japanese toothpaste does not contain fluoride)
- Over the counter medications
- Handkerchiefs to use as a towel in public restrooms
- Backpack or small duffel bag
- Laptop, plug adaptor, Ethernet cable
- Extra passport photos

What NOT to bring:

- Sentimental or valuable items
- Voltage converter – their voltage runs slightly lower than U.S.
- Bedding (provided by Shimoda)
- Personal appliances (hairdryers, straighteners, shavers)



Arrival & Program Dates



Arrival/Housing Check-in: March 23-24
Orientation: March 27-28
Language placement test: March 29
Early April: Meet with Academic Advisors
Classes Begin: April 7
Semester ends: mid/late July

Specific check-in/arrival information will be given in your Keio admissions packet.

Future Communication



- BU Pre-Departure follow-up and general reminders
- Additional information directly from Keio
- Keio acceptance packets sent in mail to home address in December
- Getting Ready to Go e-mail (important reminders sent a few weeks before departure)
- HTH Insurance e-mail

Action Items

- Apply for Student Visa
- Complete general Pre-departure documents
- Complete Keio pre-departure documents
- Book your flight (roundtrip) & submit flight to [BU International Travel Registry](#)
- Apply for housing
- Apply for Keio Buddy Program
- Watch the PDP roadmap(again!)
- Check in with Student Accounting Services and/or Financial Assistance as needed
- Talk with your doctor about health and medications abroad
- Make a plan for prescriptions (apply for Yakkan Shoumei if necessary)
- Join BUSA social media!

TO DO LiST

1. **SO**
2. **MANY**
3. **THiNGS**



URL: T3DS.com/736864

The3dStudio.com

SAYONARA



Personal Safety - Preparation

- BU provides a variety of educational programs designed to promote awareness and prevention of sexual assault and domestic violence.
- **[Rape Aggression Defense \(RAD\) training](#)**
- The Boston University Police Department offers RAD training several times during the year, and can schedule additional sessions on request.
- **Sexual Assault Response & Prevention Center**
- In cooperation with BU's **[Student Health Services](#)**, SARP provides a variety of services, including:
 - Step Up. Step In. (bystander training)
 - health services
 - mental health counseling
 - violence prevention workshops during the academic year and upon request
- **Be Safe@BU**
- The Dean of Students provides programming at student orientation and beyond to educate the BU community on a variety of safety measures, including assault prevention.
- **Wellness & Prevention Services:**
<http://www.bu.edu/shs/wellness/>
- Non-BU students, please also research your university's services



Personal Safety

“I didn’t know what to call what happened to me, I just knew it felt bad.”

You don't have to go through this alone.



Contact

PHONE: 617-353-SARP (7277)
EMAIL: sarp@bu.edu 
VISIT: 930 Comm. Ave.
Boston, MA 02215

 Follow @sarp_bu

 Like  642

Dean of Students Office

617-353-4126

dos@bu.edu

**Visit www.bu.edu/safety
for more information.**

- Boston University is committed to fostering a safe learning environment for all members of the University community and preventing sexual misconduct.
- **All forms of sexual misconduct, including rape, acquaintance rape, sexual assault, domestic and dating violence, stalking, and sexual harassment are violations of Boston University’s policies, whether they happen on campus or off campus.**
- Reporting: On-site staff should be first resource. If unavailable or uncomfortable reporting, contact Title IX Deputy Coordinator Debbie Miller at millerda@bu.edu.
- BU staff/site staff are obligated to report any incident of sexual misconduct
- On-site staff will go over this in orientation

Resources

LGBTQ Resources

- [US State Department Advice for LGBT Travelers](#)
- [Diversity and Inclusion Abroad: Sexual Orientation Abroad](#)

Disability resources

- [Diversity and Inclusion Abroad: Student with Disabilities Abroad](#)
- [Abroad with Disabilities Facebook Community](#)

Women's issues by site

- [US State Department Advice for Women Travelers](#)
- [Diversity and Inclusion Abroad: Women Abroad](#)
- BU: <http://www.bu.edu/shs/resources/>

Many additional resources can be found online