

Guide for Before Departure and Upon Arrival



Office of Student Services (International), Yagami Campus

Before Coming to Japan

1. Visa Application

You need to obtain a Student Visa in order to study at Keio University. The “**Certificate of Eligibility**” is one of the required documents for your visa application. The Office of Student Services will apply for the Certificate of Eligibility on your behalf and send it in PDF once it is issued. You should use the certificate along with your valid passport and any other required documents to apply for your Student Visa at a Japanese embassy or consulate in your area. Also, you will be requested to present it (on your smartphone or printed out copy) to an immigration inspector at the port of entry.

For Reference <Ministry of Foreign Affairs of Japan>
http://www.mofa.go.jp/j_info/visit/visa/long/visa6.html

If you have any inquiries regarding your visa application, please contact the Office of Student Services (International) at: ic-yagami@adst.keio.ac.jp

2. Campus Information

Keio University has six main campuses: Mita, Hiyoshi, Yagami, SFC, Shinanomachi, and Shiba. Those enrolled in master and doctoral program will study at Yagami Campus for two or three years.

3. Things to Bring

In summer, the temperature in Tokyo can be above 35°C, and the humidity can also be very high (over 80%). In winter, it can be as cold as 0°C. June and September are rainy seasons. Japan has an abundant supply of consumer goods, and almost anything can be bought after arrival. However, it usually takes some time before you settle in and find out about where you can purchase what you need. It is advisable to bring immediate essentials with you. Do not send your luggage before your arrival since Keio housing will not store your luggage. Keio University will not take any responsibility for loss of or damage to personal luggage sent to Keio housing or the Office of Student Services before your arrival.

Money

It is advisable to bring at least 150,000 yen in cash to start your stay here in addition to initial move-in costs for housing (For our dormitory, the first two months’ rent and cleaning fee of 20,000 yen are required). The settling-in period can be very costly, and some items may be more expensive compared to those in your country. Currency exchange services are available at international airport. Large banks and post offices (JP Bank) also provide a currency exchange service but the types of currency available are quite limited. Please note that banks and post offices (JP Bank) are closed on weekends and national holidays. Cash withdrawal using credit card or the bank cards issued outside Japan is possible, but the number of dispensers for those are also limited.

Photographs

If you live in a Keio dormitory, you are required to prepare photograph or digital photo for housing registration. Please follow the instruction sent by dormitory coordinator.

4. Upon Your Arrival

Residence Card (在留カード ざいりゅうカード)

After you get off the plane, you will go to immigration gates. You must bring your **Certificate of Eligibility** with you when you come to Japan as you will be requested to present it (on your smartphone or printed out copy) to an immigration inspector at your port of entry (e.g. Narita Airport). You will then receive your **Residence Card** besides having a seal of landing verification stamped in your passport.

* Carry the card with you at all times, and present it when requested by an official or police. You may be required to

present it for certain official procedures such as opening a bank account.

Permission to engage in an activity other than that permitted under the status of residence

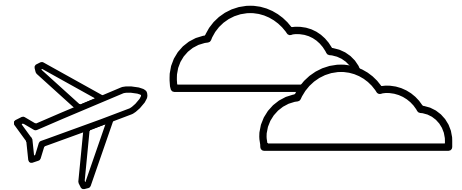
(資格外活動の許可)

Those who want to have a part time job in Japan, permission to engage in an activity other than that permitted under the resident status may be given at the Airports where residence cards are issued. Please complete the enclosed application and submit it at immigration section/passport control.

* Students who hold “Student” status of residence are allowed to stay in Japan only for study and research purposes. Therefore, you are not allowed to work under “Student” status. If you wish to engage in secondary activities aside from your studies, such as a part-time job, you must obtain a permit from the Immigration Bureau beforehand. With this permit, students are allowed to work for up to 28 hours a week (up to 8 hours a day during the summer, winter and spring vacation) as long as the work is not deemed to be socially immoral. Permission to engage in an activity other than that permitted under the status of residence may be given at an airport of your entry.

Application form: <https://www.moj.go.jp/isa/content/930004255.xlsx>

5. Transportation from the Airport



Narita International Airport

Most international flights land at Narita International Airport. Narita Airport is located in Chiba prefecture, the outskirts of Tokyo.

<http://www.narita-airport.jp/en/index.html>

1. Train

Narita Express: The Narita Express (N'EX) offers a fast, convenient and pleasant ride, directly connecting Narita Airport with major stations including Tokyo, Shinagawa, Shibuya, Shinjuku, Musashi-Kosugi and Yokohama.

Ticket Fare: 3,070 yen to 4,700 yen depending on your destination (e.g. from Narita to Tokyo: 3,070 yen)

Time (from Narita): 59 minutes to Tokyo, 78 minutes to Shibuya, 92 minutes to Yokohama; runs approx. every 30 minutes

For details <JR East>

<http://www.jreast.co.jp/e/nex/narita.html>

Keisei-Line: Airport express “Skyliner” with conformable seats connects Narita Airport to Ueno/Nippori station smoothly. All seats are reserved.

Ticket Fare: 2,720 yen (Regular fare 1,420 yen + Express ticket 1,300 yen)

Time (from Narita): 36 minutes to Nippori, 41 minutes to Ueno; runs approx. every 40 minutes

For details <Keisei Electric Railway>

<http://www.keisei.co.jp/keisei/tetudou/skyliner/us/>

2. Airport Limousine Bus

From the airport, you can take an Airport Limousine Bus to the City Air Terminals. It is an easy, convenient and economical way of transportation to the city areas. Buses run every 5 to 30 minutes from 7:00 a.m. to 10:00 p.m.

Fare/Duration (from Narita)

- | | |
|---|--------------------------------|
| • Shibuya Station | 3,200 yen about 75–125 minutes |
| • Yokohama City Air Terminal (Y-CAT, JR Yokohama Station) | 3,700 yen about 85–110 minutes |

<http://www.limousinebus.co.jp/en/>

You may find the following site useful:

Narita Airport Access Guide

<http://www.narita-airport.jp/en/access/>



Tokyo International Airport (Haneda Airport)

International flights also land at Tokyo International Airport. Haneda Airport is located in Tokyo.

<https://tokyo-haneda.com/en/>

Airport Limousine Bus for Tokyo (Haneda) International Airport. This site also gives detailed information on how to travel from Haneda Airport to central Tokyo by train, monorail, and taxi.

<https://tokyo-haneda.com/en/access/bus/index.html>

After Arrival

The First Things You Must Do to Get Started in Japan

At your local ward office くやくしょ 区役所にて

- Register your place of residence じゅうみんとろうく 住民登録
- Apply for National Health Insurance こくみんけんこうほけん 国民健康保険



● Register your residence (住民登録)

You are required to visit your local ward/city office where you live with your Residence Card, and register your residence within 14 days of finding a place to settle in. Keio University recommends you to visit the local ward/city office as soon as you come to Japan.

For registration, you will need:

- Application form (available at the ward/city office)
- Residence Card
- Passport

You will be asked to write down your complete address including your room number when you register.

● National Health Insurance (国民健康保険)

All International students who will stay in Japan for three months or longer must join the National Health Insurance (NHI) sponsored by the Japanese local government. Registration can be made at the National Health Insurance Section at local ward/city office of your residence after you register your residence (Jumin Toroku). You will be issued a Health Insurance Card (Kenko Hoken Sho) upon joining the plan. 70 % of medical charges will be covered by the National Health Insurance so you only need to pay the remaining 30 % when receiving treatment. The National Health Insurance is not valid for the following: general health check-up, cosmetic surgery and normal childbirth. The monthly premium of the National Health Insurance is about 1,500 yen. For the exact amount of the premium and the method of payment, please ask at the National Health Insurance Section of your local ward/city office.

● Opening a Bank Account

If you do not have a bank account in Japan, you will need to open one for these items:

- Receive scholarship payments:

MEXT or JASSO Scholarship recipients have to open an account of Japan Post Bank (Yucho-Ginko ゆうちょ銀行). For other students, you are free to open any Japanese bank. We recommend you to open a bank account upon arrival if you are applying for any scholarship in Japan.

- Pay rent for the Keio Dormitory:

Rent will be automatically debited from your bank account from the 3rd month.

Payment in cash or money transfer are also available to pay for a rent.

To open a bank account, you will need:

- Residence Card
- Passport
- Student ID card

Foreign nationals may be able to use their signature in lieu of an official seal (印鑑 いんかん). You will receive a bankbook when you open an account. A cash card will be sent by registered mail to the address you write on the application form. Most major domestic banks have branches in the Hiyoshi area.

●Travel/Accidental/Medical Insurance

As explained above, all international students are required to join National Health Insurance (NHI) coverage. It is also recommended that you take out private insurance (travel, accidental and/or medical) to cover the period during your study at Keio University. It is best to purchase this in your home country in order to cover your travel to Japan. It may be worth considering adding a policy which is especially designed for international students, and covers your insurance needs comprehensively including repatriation cost in the event of illness.

Office of Student Services

STAY IN TOUCH!

Be sure to keep your contact information up to date so we can stay in touch. We stand ready to help you settle in smoothly to life and studies at Keio - maintaining good contact is essential.

If you have any questions, feel free to contact us at:

Address	Faculty of Science and Technology, KEIO UNIVERSITY Office of Student Services (International) 3-14-1, Hiyoshi, Kohoku-ku, Yokohama, Kanagawa 223-8522 JAPAN
Office Hours	Monday – Friday, 8:45 am - 4:45 pm
Contact Information	Tel. +81-45-566-1468 Fax. +81-45-566-1469 For domestic, dial “045” instead of “81-45.” Email: ic-yagami@adst.keio.ac.jp

Things to submit

Please submit the followings at the studnet orietation. If you cannot attend it, come to Office of Student Services (International) to submit them. Then please pick up your student ID card..

Things to submit:

- Residence Card Copy (both sides) Please write down your phone number on the copy
- An original Certificate of Graduation, final academic transcript and Online Verification Report of Higher Education Qualification Certificate(教育部學歷證書電子注冊備案表) if you have not graduated when you applied for admissions. (Only for IGP students)

