

TOKYO CHRISTIAN UNIVERSITY

Academic Affairs Office



APPLICATION FOR ADMISSION

For the East Asia Institute at Tokyo Christian University

Academic Affairs Office

Tokyo Christian University
3-301-5-1 Uchino, Inzai City
Chiba 270-1347 JAPAN

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<http://www.tci.ac.jp/english/eai>

Christian students from any university are welcome to apply to be visiting EAI students, and especially from universities in North America associated with the Council of Christian Colleges and Universities (the CCCU) and its International Affiliates of the CCCU. (You can find out if your school is a Member or International Affiliate of the CCCU through the links on the EAI Application page online).

In addition, however, Tokyo Christian University has partnership agreements with a select group of universities and colleges. These partnership agreements greatly simplify the application process for students from those universities as well as the acceptance of credit, payment of fees, etc. The partner universities at present are: Asbury University, Biola University, Belmont University, Campbellsville University, Carson-Newman University, Covenant College, George Fox University, Huntington University, Judson University, Lee University, Olivet Nazarene University, Taylor University, Spring Arbor University, Waynesburg University, and Wheaton College.

In the application form, you will find references to partner universities and to students from partner universities. If you are from one of these universities, then those references will apply to you, simplifying the admissions process and giving you preferred admission to the EAI program. Other students are, as stated, welcome to apply.

All applicants should have at least a 3.0 GPA. And applicants from a partner university should be enrolled at that college or university at the time of application. An agreement with each partner university states that, while attending EAI, the student will continue to be enrolled at the home university, provided that the student registers for enough credit hours (usually 12) at EAI to be considered a full-time student at the home university.

Last Name: _____

PARTNER SCHOOL INFORMATION

Each of the partner universities has a process for approving their students to study at TCU. It is particularly important for students to obtain this approval. It allows TCU to bill the partner university for the cost of the study at EAI. This makes the partner school the guarantor of the student's fees. The student and/or the student's family are then exempt from having to provide proof of financial ability to pay TCU's bill (does not apply to students from Biola University; Biola students should contact Biola's Study Abroad Office for information). It also means that some or all the student loans, grants, etc. (each partner school has its own policy) can be applied towards the cost of study at the EAI of TCU.

<For students from the partner universities and colleges>

Have you have obtained the permission of your home university to participate in the EAI program? Yes No

Please give the name, title, and email address of the official at your home university who has approved your study in the East Asia Institute of TCU.

Name: _____ Title: _____

Email Address: _____

Your signature at the end of the application means that you certify that you have obtained the appropriate approval from your home university.

STUDIES AT TCU

Students attending the EAI during the fall semester (the normal EAI semester) are automatically enrolled in the four primary courses (see the EAI website). Students can add up to three additional semester hours of study and/or ask to substitute other TCU courses for one or two of the primary courses. This may be done without any additional charges or fees. The additional course options are listed after the primary courses on the EAI website. Students may also contact the EAI office (eai@tci.ac.jp) to ask about late additions to the list of additional courses.

If you wish to add hours beyond the four primary courses, please state in the space provided which additional course(s) you wish to take. And please state that you understand that this may require more on-campus study time at the expense of time otherwise available to explore Japan off-campus. (Use extra sheet if necessary.)

Last Name: _____

If you wish to drop one primary course and replace it with another course from TCU's curriculum, please state in the space provided which course you wish to drop, which course(s) you intend to replace it with, and a brief explanation for doing so.

If you wish to drop two primary courses, please attach a separate sheet. On that separate sheet, list the primary EAI courses you wish to drop, the courses you wish to add, and detail your reasons for doing so.

The rules governing the adding and dropping of courses and a list of appropriate reasons for requesting waivers from the four primary EAI courses may be found on the "Curriculum Rules" page on the EAI website (under "Courses"). Students may change their requests for exemptions or choice of additional courses until the formal cut-off date for adding and dropping courses (mid-September for the fall semester).

DESIRED PERIOD OF STUDY

EAI has two semesters: the Fall Semester and the Winter/Spring Semester. The Winter/Spring Semester divides into two blocks: the Winter Block and the Spring Block. The costs for the two semesters are somewhat different as are the lengths of time. For the current price of each semester at EAI, see the "Cost" page on the EAI website. For the dates of each semester, see the EAI Home page, or contact the EAI Admissions Office (eai@tci.ac.jp).

Applicants should note that the East Asia Institute's "primary courses" and "required field trips" (listed on the EAI website) are currently offered only in the fall semester. In the winter and spring blocks, visiting students may enroll in regular TCU courses and use weekends and holidays for private trips. There are enough courses taught in English to allow a full-time load in the Winter/Spring semester. Most EAI students will, therefore, apply only for the Fall Semester. EAI students are welcome to study for a period of up to one year at TCU. However, students from partner universities who wish to study for a longer period than just the fall semester or who wish to study at TCU only during the Winter/Spring semester must gain the explicit understanding of their home universities to do so. This is the responsibility of the student. The partnership agreements are intended to apply primarily (and for some institutions only) to the EAI program in the fall semester.

My desired period of study during the academic year (check all that apply):

Fall Semester Winter/Spring Semester

If Winter/Spring Semester: Both Winter & Spring Blocks

Winter Block Only Spring Block Only

Last Name: _____

EDUCATIONAL BACKGROUND

High School: _____ Dates attended: _____ / _____
Mo. / Year

College: _____ Dates attended: _____ / _____
Mo. / Year

Major: _____ Minor: (if applicable) _____

Year (as of application date): Freshman Sophomore Junior Senior

JAPANESE LANGUAGE BACKGROUND

Have you studied Japanese language before? Yes No

*Please note that previous Japanese language study, while appreciated, is not requirement for acceptance into the EAI program.

If yes, please answer the following questions.

1. How did you study Japanese? (university? language school? with a tutor? by yourself?)

2. When and how long did you study Japanese?

3. List of textbooks you've used:

4. How fluent you are in reading/writing Hiragana and Katakana?

5. Number of Japanese "kanji" you can read: _____ write: _____

6. Please describe your Japanese fluency in speaking, listening, reading and writing.

PREVIOUS CROSS-CULTURAL EXPERIENCE: (Use separate sheet if necessary)

List periods of stay outside your home country that lasted more than one month.

Where (country)	When (how long)	Purpose
_____	_____	_____
_____	_____	_____
_____	_____	_____

HOUSING

All students are expected to live on campus. You will be assigned to the men’s dormitory, the women’s dormitory, or the family dormitory (that is, in a separate apartment) according to your gender and married status. Most students who live in a singles dormitory will be assigned a roommate.

Please be aware that additional fees will apply to students who live in the family dormitory, and that married students who choose not to eat in the campus cafeteria will have this expense deducted from the overall program cost. Please also note that the family dormitory is not furnished, and students are expected to provide own furniture at their expense. Please consult with the admissions office if you wish to live in the family dormitory.

Please indicate here any preferences or concerns regarding housing.

MINI-ESSAY QUESTION

On a separate sheet, please write a short and polished essay (approximately 250 words, typed and double-spaced) about your hopes and expectations for your life and learning at Tokyo Christian University.

Last Name: _____

CHURCH ATTENDANCE AND MINISTRY

EAI students are encouraged to explore a variety of Japanese and international churches while at TCU. EAI students generally find their own churches by connecting with the regular degree students at TCU and going with them.

CHRISTIAN COMMITMENT

Tokyo Christian University admits those who have a serious commitment to Jesus Christ and His Kingdom. The following information will help us understand your Christian background.

Name of your church: _____ Denomination: _____

Address of the church: _____

Name of senior pastor: _____

Date of your baptism: _____ / _____ / _____
(Mo.) (Day) (Year)

Do you understand and respect TCU's Statement of Faith (see attached form)?

Yes No

Do you understand and respect TCU's Standards of Conduct (see attached form)?

Yes No

Your signature at the end of this application means that you agree to abide by TCU's Standards of Conduct while a student at the East Asia Institute of Tokyo Christian University. Also please note that the agreements between TCU and the partner universities all indicate that the student remains under the community covenant/standards of the home university. Your signature at the end of this application means that you agree to abide by your home university's standards while a student at the East Asia Institute of Tokyo Christian University.

Your signature: _____ Date: _____ / _____ / _____
Mo. Day Year

Last Name: _____

Other Application Documents

In addition to this Application for Admission, please send Mini-Essay, a photocopy of your valid passport, three ID photos (4cm x 3cm; non-attached), the Parent's/Guardian's Agreement form (for students age 21 and below), the Affidavit of Support* form.

Send to: Tokyo Christian University, Academic Affairs Office, 3-301-5-1 Uchino, Inzai City,
Chiba 270-1347 Japan

Additionally, please request the Personal Reference form, the Academic Reference form, and your official college transcript be sent to the address above. Please see the website for updated information about the application deadline.

*Students at TCU's partner schools need not complete the Affidavit of Support form. If you have any questions regarding the Affidavit of Support form, please contact our admissions office (eai@tci.ac.jp).

Tips for Photos

The photos will be used for visa related application, student I.D., and etc.

Your photos should be...

- Size of head (from bottom of the chin to the top of the head) must be between 4 cm (h) x 3 cm (w) (1.57 in x 1.18 in).
- Taken within the last 3 months to reflect your current appearance
- Taken in front of a plain background
- Taken in full-face view directly facing the camera with a neutral facial expression and both eyes open
- Do not wear eyeglasses or a hat/head covering that obstacles the hair or hairline.

Checklist of Required Documents for Application

Check	Forms	Notes
	Application for Admission	Form supplied by TCU
	Academic Reference	Form supplied by TCU
	Personal Reference	Form supplied by TCU
	Official College Transcript	Official academic transcript must be directly mailed from the home university to TCU. Official electronic transcript directly sent from the home university is also acceptable if the applicant's school has such system.
	Mini-Essay	See page 6 for the essay question.
	Photocopy of Valid Passport	
	3 ID Photos	Size: 4cm (h) x 3cm (w) (1.57 in x 1.18 in), non-attached
	Parent's/Guardian's Agreement	Required for applicants age 21 and below
	Affidavit of Support (Bank statement attached)	Required for applicants who are NOT from TCU's partner schools.
	Application Fee (USD 200)	Required for applicants who are NOT from TCU's partner schools or CCCU member/ affiliate schools.