

**Japanese Language Courses**  
**(Spring Semester 2020 Application Procedure)**

Center for Japanese Studies

Students enrolled in Keio graduate schools and those who have been appointed as visiting scholars at Keio (e.g., visiting research fellows or visiting professors) are eligible to take Keio Japanese Courses (KJC) offered by the Center for Japanese Studies to be held at Mita and Hiyoshi Campuses.

1. **Number of Courses:** Up to 4 courses per semester

2. **Available Levels and Campuses for Keio Japanese Courses**

Campus \ Level	Elementary	Intermediate	Advanced
Mita Campus	○	○	○
Hiyoshi Campus	○	○	×

\*A list of scheduled courses is available on the website indicated in “8. Registration Procedures for Japanese Language Courses”.

3. **Study Levels**

**Study Levels are divided as described in the table below.**

Level	Designed for	Study Goals	Target
Elementary	K1 Students learning Japanese for the first time	To acquire the ability to speak, read, and write Japanese to a level sufficient for everyday life.	Sentence structure: basic Vocabulary: 400 words Kanji: 50 characters
	K2 Beginning students who have had some Japanese language instruction	To acquire the ability to speak, read, and write Japanese to a level sufficient for everyday life.	Sentence structure: basic Vocabulary: 700 words Kanji: 200 characters
	K3 Students who have completed around 100 hours of study	To acquire the ability to speak, read, and write Japanese to a level sufficient for everyday life.	Sentence structure: basic Vocabulary: 1,000 words Kanji: 300 characters
	K4 Students who have completed around 150 hours of study	To acquire the ability to speak, read, and write Japanese to a level sufficient for everyday life.	Sentence structure: basic Vocabulary: 1,500 words Kanji: 400 characters
Intermediate	K5 Students with a command of basic sentence structure, vocabulary, and kanji	To acquire the ability to express oneself in and understand Japanese at a basic level in both oral and written contexts. This level seeks to develop basic language skills as a foundation for learning the specialist language used in specialized academic disciplines.	Sentence structure: intermediate Vocabulary: 3,000 words Kanji: 600 characters
	K6 Students with a command of basic sentence structure, vocabulary, and kanji	To acquire the ability to express oneself in and understand Japanese at a basic level in both oral and written contexts. This level seeks to develop basic language skills as a foundation for learning the specialist language used in specialized academic disciplines.	Sentence structure: intermediate Vocabulary: 5,000 words Kanji: 800 characters
Advanced	K7 Students with an adequate command of common expressions in oral and written Japanese	To acquire the ability to understand university lectures, read text and reference books, write papers, and take examinations.	Sentence structure: advanced Vocabulary: 7,000 words Kanji: 1,000 characters

4. **Study Level Assessment and Selection of Courses**

All students must take the self-graded test to evaluate their own study level. Please select courses at the appropriate level according to the results of the self-graded test.

5. **Credits**

Credits will be awarded if requirements are fulfilled. **Even if the credits are not needed, make sure to complete course registration if you are going to attend the class.** If you fail to register within the course registration period, you will not be allowed to attend classes.

## 6. Tuition and Study Material Fees

Tuition: 20,000 yen per one-credit course and 40,000 yen per two-credit course

Depending on the faculty or graduate school, students may be exempt from tuition and study material fees. For details, please inquire at your affiliated faculty/graduate school.

Incoming Exchange Students (University-Wide): Tuition fees and study material fees (2,000 yen/subject) are waived.

International MEXT Students accepted by the Keio International Center: Tuition fees and study material fees (2,000 yen/subject) are waived for the first two semesters after coming to Japan. (**Except those who are becoming full-time degree students**) However, from the third semester onwards, tuition fees and study material fees must be paid as stated above.

## 7. Items to Submit

Please submit an application form (with a photo attached), a registration form, and a copy of your student ID card (visiting scholars; a copy of your residence card).

\*As a general rule, visiting scholars who hold a position at Keio University during the period of the registered semester may take Keio Japanese Courses.

For details on submission deadlines and to download forms, please refer to the following URL in “8. Registration Procedures for Japanese Language Courses”.

## 8. Registration Procedures for Japanese Language Courses

Please download the Course Registration Handbook and the necessary documents from the URL given below.

Students will not be allowed to take courses if they do not complete the registration procedure before the deadline. Please start the registration procedure at the URL indicated below at your earliest convenience as the online registration and tests must be completed before classes start.

**【Deadline for Online Registration】 10:00 a.m. April 10 (Friday)**

Japanese: [http://www.cjs.keio.ac.jp/officeuse/parttime/parttime\\_procedure\\_jp.html](http://www.cjs.keio.ac.jp/officeuse/parttime/parttime_procedure_jp.html)

English: [http://www.cjs.keio.ac.jp/officeuse/parttime/parttime\\_procedure\\_en.html](http://www.cjs.keio.ac.jp/officeuse/parttime/parttime_procedure_en.html)

### For students learning Japanese for the first time

Students learning Japanese for the first time must enroll in Study Level K1 courses. All courses are designed on the premise that all students can read and write hiragana. If you have never studied Japanese and cannot read or write hiragana, make sure to study hiragana on your own before classes start following the instructions on the website given above and make sure that you can read and write hiragana by the time the first class begins.

### Registration for the Japanese Language Program as a part-time student

If you wish to take an advanced course, as long as the class is below capacity, you can also take the Japanese Language Program (JLP) courses under the conditions below.

- ① JLP Japanese Language Courses and Japanese Social Studies 7C (Independent Research) of JLP Japanese Studies on Society and Culture: You must finish the online registration by 10:00 a.m. Monday, March 23, and pass the Study Level Placement Test for advanced JLP courses which is held on Thursday, March 26.
- ② JLP Japanese Studies on Society and Culture (Except Japanese Social Studies 7C (Independent Research)): These courses are recommended for students whose Japanese ability is around the level required to pass the JLPT-N2. If the number of students wishing to take these courses exceeds capacity, students are selected by lottery.
- ③ If you are going to take JLP courses, you can take up to a total of 4 combined JLP and KJC courses per semester. Please refer to the URL above for more detailed information.

### <Inquiries>

If you have any questions concerning your application, please contact the office below. We only accept inquiries received **via e-mail**. Please make sure to indicate **your full name and student ID number** in the e-mail. For inquiries made after you have completed the online registration, please indicate **your online registration number in the subject line of the e-mail**.

**Counter 10, Office of Student Services, B1 South School Building, Mita Campus**

TEL: 03-5427-1614 E-mail: [jlpinquiry@info.keio.ac.jp](mailto:jlpinquiry@info.keio.ac.jp)

Office Hours: Weekdays 8:45 a.m. - 4:45 p.m. (Closed on Saturdays, Sundays, university holidays, and national holidays)

**\*Inquiries and submission of application forms are accepted only at the above office. Offices on other campuses cannot assist you with inquiries related to Japanese Language Courses.**