

**Berkeley Summer Sessions**  
**(Regular Courses or Summer English Language Studies)**  
**AND**  
**UC Davis Global Study Program-Summer Sessions**  
**Application Guidelines**

November, 2019

[January 7, 2020 Updated](#)

[January 8, 2020 Updated](#)

Note: Be sure to check for the latest information on our website as the program details, application forms or other relevant documents may change without notice.

About Berkeley Summer Sessions

<https://www.u-tokyo.ac.jp/adm/go-global/ja/program-list-short-BerkeleySummer.html>

About UC Davis Global Study Program-Summer Sessions

<https://www.u-tokyo.ac.jp/adm/go-global/ja/program-list-short-UCDavis.html>

**1. -1 Outline (Berkeley Summer Sessions)**

The Berkeley Summer Sessions are summer programs offered by University of California, Berkeley (UC Berkeley). Five different sessions of varying lengths (A~E) are offered each summer and the summer program consists of more than 600 courses in various academic disciplines. Most participants are UC Berkeley students, but the program accepts nearly 4,000 students from the US and all over the world. The University of Tokyo is one of the partner universities of the Berkeley Summer Sessions. We accept applicants for the Regular Courses in which students can take academic lectures and the Summer English Language Studies in which students mainly study English as a foreign language.

Students can directly apply, but applicants through UTokyo can receive the following advantages.

- (1) Can receive information and support for application procedures from UTokyo.
- (2) May be able to receive scholarships from UTokyo and/or other supporting organizations.
- (3) Can participate in the orientations and gatherings organized by UTokyo

Please refer to the following UC Berkeley website for details on the courses.

<https://classes.berkeley.edu/> (summer 2020 class schedule will be available on December 15, 2019)

UC Berkeley also offers an explanatory information video.

<https://www.youtube.com/watch?v=JlpBc3tRzJO>

Overview of the Berkeley Summer Session is available on the following UC Berkeley website.

<http://summer.berkeley.edu/>

Date, etc. :

Session		Starts	Ends	Days	Contents
A	First Six-Week Session	May 26	July 2	38 days	Predominantly humanities, social sciences & business courses
B	Ten-Week Session	June 8	August 14	68 days	Predominantly foreign language & mechanical engineering courses
C	Eight-Week Session	June 22	August 14	54 days	Predominantly science, engineering, economics and architecture courses
D	Six-Week Session	July 6	August 14	40 days	Predominantly humanities, social sciences & business courses

E	Three-Week Session	July 27	August 14	19 days	English as Second Language courses only
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(Note) **Students can participate in multiple sessions which overlap.** However, for visa purpose, students must maintain a full-time course enrollment (3~10 units, depending on what session you enroll in). For more details, please see the following webpage.

<https://internationaloffice.berkeley.edu/students/summer/full-time>

Venue	UC Berkeley (Berkeley, California, United States of America)
Target	Undergraduate and graduate students
Number of students accepted	About 30 for the Regular Courses About 30 for the Summer English Language Studies (Maximum: 60 in total)
Language proficiency	Regular Courses: TOEFL iBT 80 / PBT 600 / IELTS 6.5 / TOEIC 685 or higher Summer English Language Studies: Not applicable

※Transfer of the credits from UC Berkeley to UTokyo credits is not guaranteed.

※ The host university will conduct its own selection following nomination from UTokyo.

## 1. -2 Outline (UC Davis Global Study Program-Summer Sessions)

The University of California, Davis (UC Davis) will accept students of partner universities in the UC Davis Global Study Program (GSP) -Summer Sessions. Depending on their English proficiency, students will be classified into either the Full-Time Academic Credit or the GSP Preparation Program, in which students mainly study English as a foreign language. Students can also choose courses of various contents according to their interest and English proficiency level. For details of the program, see the UC Davis website.

<https://summer.ucdavis.edu/>

Program period	Jun. 22 – Jul. 31, 2020 (Summer Session I) (40 days) Aug. 3 - Sep. 11, 2020 (Summer Session II) (40 days) Jun. 22 – Sep. 11, 2020 (Summer Session I and II) (82 days)
Venue	UC Davis (Davis, California, United States of America)
Target	Undergraduate and graduate students (Graduate students wishing to take a graduate-level course need to obtain consent from UC Davis after completing the online application following internal selection.)
Number of students accepted	About 20 students
Academic requirements	GPA above 3.0. Note that GPA is different from the academic score on UTAS. Please calculate your GPA by referring to "STEP 4 留学に必要な条件" on the following website. <a href="http://www.fulbright.jp/study/schedule/index.html">http://www.fulbright.jp/study/schedule/index.html</a>
Language proficiency	Full-Time Academic Credit (Track 1) : TOEFL iBT80 • TOEFL PBT 550 • IELTS 7 Academic Credit/Advanced ESL (Track 2) :TOEFL iBT71 • TOEFL PBT 530 • IELTS 6.5 GSP Preparation Program (Prep) : TOEFL iBT61 • TOEFL PBT 500 • IELTS 6

- ※Please refer to the following UC Davis website (<https://summer.ucdavis.edu/courses/g2g>) for details of courses to be offered.
- ※ For F-1 student visa purposes, students must maintain a full-time enrollment by taking courses of 6 to 8 units in total if they participate in either Session I or II, and 12 to 13 units if they participate in both Sessions I and II.
- ※Transfer of the credits from UC Davis to UTokyo is not necessarily guaranteed.
- ※The host university will conduct its own selection following nomination from UTokyo.

## 2. Eligibility Criteria and Requirements

All of the following criteria and requirements must be met:

- (1) Applicants must be students who are enrolled as full-time undergraduate or graduate students of the University at the time of application and during the study abroad program. (Those who are on a temporary leave of absence from the University during the time of the program cannot apply.)
- (2) Before applying, applicants must make sure that the programs do not interfere with their Semester courses by carefully checking examination dates and other important scheduled class events as well as their personal schedules. Applicants may apply to the programs only after they have confirmed that it is possible for them to participate.
- (3) The handling of absences from the University's courses while participating in the program will be determined by each student's faculty or graduate school. Faculties and graduate schools may not necessarily give special consideration to students' participation in the programs. Thus please check with your faculty/graduate school before applying to the programs.  

\*In the case of the Junior Division of the College of Arts and Sciences, not attending classes or exams due to participation in a study abroad program will be considered as an absence, and it is not an acceptable reason for a make-up exam. Contact the office of College of Arts and Sciences for more details.
- (4) Students who already have a supervisor or equivalent at the University must notify them of their application to the program in advance and receive their consent and signature in the designated document "Confirmation of Notification for Applying for the Study Abroad Programs Administered by the Division for Global Campus Initiatives, The University of Tokyo". Students that do not have a supervisor or equivalent should contact and consult with the relevant section of the faculty or graduate school with which they will be affiliated during the program.
- (5) Before applying, students should consult with the relevant section of the faculty or graduate school with which they will be affiliated during the program in order to be made fully aware of the potential academic affairs you need to know. After agreeing to these conditions, students may apply to the program upon receiving the signature of the person in charge of the relevant section in the designated document "Confirmation of Notification for Applying for the Study Abroad Programs Administered by the Division for Global Campus Initiatives, The University of Tokyo".
- (6) Students must have English proficiency which are designated by UC Berkley or UC Davis. (Refer to Language proficiency in section 1 above.)
- (7) Students must be able to proactively take actions, such as preparing documents and checking deadlines

because, after passing the internal selection process, you will be responsible for directly contacting the host institution in English via website or e-mail regarding your application for the study abroad program (and accommodation arrangements in some programs).

- (8) **【Insurance】** After passing the internal selection process and being accepted into the study abroad program, students are required to take out the Japan Educational Exchanges and Services (JEES) “Futai Kaigaku” at their own expense (this will not be paid for by the University). Taking out this insurance will be one of the requirements for applying to a study abroad program through this general application.
- (9) **【Overseas Student Safety Management Assistance】** Students may be required by their faculty/graduate school to take out “OSSMA” (Overseas Student Safety Management Assistance) provided by Emergency Assistance Japan Co., Ltd. If students are selected to participate in the program, they must follow their faculty’s/graduate school’s instructions regarding “OSSMA” (it is the responsibility of the students to purchase OSSMA as this will not be paid for by the University).

**【Eligibility Criteria for Receiving Scholarship】**

Because this scholarship is provided by funds and donations by individuals as well as corporate bodies, recipients are expected to attend networking events with donors, submit reports and answer questionnaires.

### **3. Program Costs / Scholarships**

**(Program Costs: Berkeley Summer Sessions – Examples of 2019 summer, subject to change)**

- Tuition fee: USD 550 per unit (students usually take 3 or 5 units)
- Registration Fee: USD 450
- One-time, non-refundable Document Management Fee: USD 58
- International Service Fee: USD 330
- Accommodation: varies with duration and accommodation facility. (Example of the popular housing (International House) is USD 3,025 for Session C (double room including 10 meals per week).)
- Tuition which exceeds scholarships, accommodation fee, airfare, learning materials, expenses to obtain visa, and other expenses for the program shall be the students’ own expense.

**(Program Costs: UC Davis Global Study Program-Summer Sessions)**

- Tuition fee: USD 3,748 (Session I or II) or USD 7,495 (both Sessions) (planned for AY2020. Also, UTokyo students will be able to receive a discount of USD150 per session.)
- Application Fee: Waived

Also, the costs listed below are to be paid individually

- Airfare
- Estimated Living Expenses (USD1,995/session)
- Other expenses

**(Scholarships)**

**Overview of scholarships are given in (1)~(2).**

- (1) Scholarship of maximum JPY 480,000 will be awarded to support the student’s program fee, accommodation

fee, and airfare in accordance with Attachment 1 “Guidelines on the Eligibility, Requirements and Awarding of Scholarships” and the actual duration of the program. Please check the table below to see the planned amount of scholarships. For details, see the attachment 1.

- (2) Some scholarship payments may occur after the deadline for program participation fee payment or after completing the program, which would require the students to temporarily cover the full amount. You must consult with your family or make necessary preparations in advance.

**Table : Amount of scholarships depending on program period (Berkeley Summer Sessions)**

		May 26 - July 2 (38 days)	May 26 - Aug 14 (81 days)	Jun 8 - Aug 14 (68 days)	Jun 22 - Aug 14 (54 days)	Jul 6 - Aug 14 (40 days)	Jul 27 - Aug 14 (19 days)
<b>Undergra</b>	Meets GC*	JPY 320,000	JPY 480,000		JPY 320,000		JPY 160,000
	Does NOT meet GC*	JPY 160,000	JPY 240,000		JPY 160,000		JPY 80,000
<b>Graduate</b>	Meets GC*	JPY 160,000	JPY 240,000		JPY 160,000		JPY 80,000
	Does NOT meet GC*	(No scholarships will be awarded)					

\* Grading Coefficient (2. ⑥ of the attachment 1)

**Table : Amount of scholarships depending on program period (UC Davis Global Study Program-Summer Sessions)**

		Session I	Session II	Both Session I and II
<b>Under</b>	Meets GC*	JPY 320,000	JPY 320,000	JPY 480,000
	Does NOT meet GC*	JPY 160,000	JPY 160,000	JPY 240,000
<b>Grad</b>	Meets GC*	JPY 160,000	JPY 160,000	JPY 240,000
	Does NOT meet GC*	(No scholarships will be awarded)		

\* Grading Coefficient (2. ⑥ of the attachment 1)

※The table above shows the total amount. Please be aware that the actual payment will be done monthly, and not as a one-time payment. Also, please make sure to check Attachment 1 to understand the source of the scholarships, etc.

※Students applying to programs held at universities in the U.S. (not restricted to the programs on this recruitment) can also apply for the scholarship offered by the America-based NPO, Friends of UTokyo, Inc. (FUTI), which is a separate organization from UTokyo and therefore conducts its own selection process. Applicants who wish to receive the FUTI scholarship must check the FUTI website (<http://www.friendsofutokyo.org/>) and directly apply for the FUTI scholarship concurrently with their application for the program. (The FUTI application process will start around mid-December and close around end of February.)

※This scholarship CANNOT be awarded to Japanese government-sponsored foreign students. However, UTokyo may suspend financial support for (a part of) actual tuition and travel expenses (excluding living expenses like meals, accommodation, and so on). For details, please consult the relevant section of the affiliation you belong to. If students wish to receive the financial support, please fill in “I wish to receive support for a part of tuition and travel expenses as a reimbursement” for “11. Special Note” when applying.

#### 4. Schedule

Date	Schedule, procedure for students, etc.	
- Early Dec.	<b>Announcement of application guidelines</b> <ul style="list-style-type: none"> <li>Apply for the necessary English proficiency test (e.g. TOEFL iBT) in order to obtain the score by the application deadline. If you have already taken the necessary test, confirm that your score is still valid.</li> </ul>	
Dec. 4 <sup>th</sup> (Hongo Campus), Dec. 5 <sup>th</sup> (Komaba Campus)	<b>Information session</b> (We are going to hold information session about short-term programs which are going to be held in summer. Also, the session will be held during lunch break.)	
Around Jan.	<ul style="list-style-type: none"> <li>Examine the program you will apply for (refer to each program's websites as well as reports by past participants, which can be found on UTokyo's Go Global website).</li> <li>Check when you can participate in the program by referring to the class schedule of the faculty which you will be affiliated to during the program in 2020, and your personal schedule. *See 2. Eligibility Criteria (2) and (3).</li> <li>Prepare necessary documents: be aware that some documents cannot be made ready at short notice.</li> </ul>	
End of Jan. to early Feb.	<b>Internal application documents deadline</b> <ul style="list-style-type: none"> <li>As the deadline varies between faculties of your current affiliation, please check with the relevant office of your affiliation.</li> <li>Please be aware <u>the deadline of UTokyo is different from the one on the host institution's website</u></li> </ul>	
Mid Feb. to early Mar.	<b>Internal selection (Document screening)</b> <ul style="list-style-type: none"> <li>Be prepared to receive emails and/or telephone calls in relation to the selection process.</li> <li>Prepare the application documents for program participation so that you will be ready to submit them immediately on passing the internal selection process.</li> </ul> *See 6. <b>【Participation procedures and travel arrangements】</b> .	
After late Feb.	<b>(If you pass the internal selection process)</b> <ul style="list-style-type: none"> <li>You are entitled to receive the scholarship. (This does not guarantee admission to the program. There is also the possibility that you will not receive the scholarship if the prerequisites are not fulfilled.)</li> <li>Screening by the host institutions</li> </ul>	<b>(If rejected by the internal selection process)</b> <ul style="list-style-type: none"> <li>*For those who wish to still participate in a short-term study abroad program</li> <li>Apply for the Recruitment of Short-Term Summer Study Abroad Programs offered by the Division for Global Campus Initiatives which will be held around August. (Internal recruitment to start after April.)</li> <li>Or apply for programs which are not offered by the Division for Global Campus Initiatives.</li> </ul>
After Apr.	(If you pass the screening by the host institutions) <ul style="list-style-type: none"> <li>Receive Admission Packet</li> <li>Prepare to participate in the program.</li> <li>Pay program fee</li> <li>Follow UTokyo's required pre-departure procedures.</li> </ul> < Reference: Students have to conduct application procedure by the due date designated by the host institution after passing the internal selection process. (Example of the Berkeley Summer Sessions in AY 2019) > A: April 17、 B: May 1、 C: May 15、 D: May 29、 E: June 19	
After the completion of the program	<ul style="list-style-type: none"> <li>Submit report, etc.</li> </ul>	

## 5. Internal Selection Process

- (1) In principle, internal selection will be by screening of application documents.
- (2) Results of the internal selection will be sent out to the students e-mail directly as well as to the relevant offices of their faculty/graduate school.
- (3) If you must decline the offer under unavoidable circumstances, immediately contact the International Exchange Group of the UTokyo Administration Bureau.

## 6. Having Passed Internal Selection Process ~ Requirements for Post-Internal Selection up until Program Acceptance

### 【Participation procedures and travel arrangements】

It is the students' responsibility to follow the instructions of the host institutions and the International Exchange Group of the UTokyo Administration Bureau on participation procedures and travel arrangements. You should also follow the instructions of the host university when applying for a visa. Students are responsible for all expenses incurred during the process. If you are not permitted to participate in the programs due to insufficient documents, failure to check the deadline or other reasons, it is the students' responsibility.

### 【Internal procedures】

- (1) Confirm with the relevant office of your faculty to see if any study abroad procedures are necessary (such procedures differ by faculty).
- (2) Contact academic supervisors and other faculty members before departing to avoid unnecessary trouble that could be caused by participating in the program.
- (3) If there are any changes in information (addresses, phone numbers, email addresses) from the time of the application, contact your faculty and the International Exchange Group of the UTokyo Administration Bureau so that appropriate procedures can be undertaken.
- (4) If you must decline the offer under unavoidable circumstances, immediately contact the International Exchange Group of the UTokyo Administration Bureau ([studyabroad.adm@gs.mail.u-tokyo.ac.jp](mailto:studyabroad.adm@gs.mail.u-tokyo.ac.jp)).
- (5) Students must follow other warnings and notes from the University of Tokyo.

### 【Insurance】

As mentioned above, students are required to take out the Japan Educational Exchanges and Services (JEES) “Futai Kaigaku” at their own expense (this will not be paid for by the University). Taking out this insurance will be one of the requirements for applying to a study abroad program through this general application. Procedures to be enrolled in the “Futai Kaigaku” will be announced to students after they passed internal screening.

### 【Information on Study Abroad, Risk Management】

For general information on studying abroad and risk management, see the UTokyo Go Global website (<https://www.u-tokyo.ac.jp/adm/go-global/ja/voyage-index.html>). In particular, read [the Risk Management Guidebook for Overseas Travel](#) carefully.

## 7. Obligations for Participating in Programs

- (1) Participants must fully comprehend the purposes of the programs and strive to complete the program courses

while achieving a high level of academic performance.

- (2) Participants must be aware that they are representatives of the University, and thus must comply with the laws, regulations, rules and manners of their host universities and countries.

## 8. Post-Program Reports

- (1) Students must submit a report (in a format prescribed by the International Exchange Group of the UTokyo Administration Bureau) to the International Exchange Group of the university administration bureau, within two weeks of completing the program. As submitted reports will be used for PR activities and references for other students, make sure to write contents only which can be published in printed documents and/or website.
- (2) Upon completing the program, students may be asked to cooperate in the internationalization efforts of the University (advising students who wish to study abroad, promoting study abroad programs, and answering questionnaire surveys, etc.). Students are expected to participate unless there are unavoidable circumstances.

## 9. Contact Information

Note: When contacting via email, please make sure to state the subject, your name, faculty or graduate school, university year, and telephone number.

- (1) Inquiries about overall programs and scholarships:  
International Exchange Group of the UTokyo Administration Bureau ([studyabroad.adm@gs.mail.u-tokyo.ac.jp](mailto:studyabroad.adm@gs.mail.u-tokyo.ac.jp))
- (2) Inquiries about application procedure including deadline: faculty or graduate school of your affiliation at the time of application.
- (3) Inquiries about academic matters including credit transfer: faculty or graduate school of your affiliation during the program.  
<https://www.u-tokyo.ac.jp/adm/go-global/ja/contact-department.html>
- (4) Inquiries about details of the program: Contact available on the program's website  
<http://summer.berkeley.edu/> (Berkeley Summer Sessions)  
<https://summer.ucdavis.edu/> (UC Davis Global Study Program-Summer Sessions)

## 10. How to Apply and Application Documents

- (1) Make sure to complete the online application via UTAS before the deadline.
  - ※application with major failure will not be accepted even when students completed the application before the deadline.
  - ※Please be aware that the application period of UTokyo is different from the one on the host institution's website.
  - ※ "2. Basic Information" and "4. Emergency Contact Details of Next-of-Kin etc." on UTAS cannot be filled out or be changed in the application screen. If students wanted to fill in or change a section(s), please inquire to the related office of the faculty or graduate school to which you are affiliated. Please make sure collect information is in the sections by the time of application.
- (2) Please fill in the session(s) you want to participate in the "Notes" of the "8. Program of Choice of Study" (e.g.



Session B & Session C, Session II only, etc.).

(3) For this program, applicants to the Regular Courses need to submit documents certifying language proficiency unless there are unavoidable circumstances.

(4) Please refer the following table for “16. Attachment” when applying.

Application Documents	Target	Notes
- Copy of the academic transcripts from institutions other than UTokyo for all semesters since enrollment in higher education	Those who have scores	Applicable to those who obtained degree from institution of higher education other than UTokyo
- Copy of pages from your passport showing your personal information	N/A	However, the candidate students may be asked to submit as soon as possible after internal selection
- Documents to certify language proficiency	<b>All other than those who wish to participate in the ESL course, Berkeley Summer Sessions</b>	<b>If you wish to participate in the ESL course, Berkeley Summer Sessions only, please state this as the reason why no document to certify language proficiency in “9. Language Proficiency” is being submitted</b>
TOEFL iBT, IELTS	Those who have scores	If you enter your scores in “9. Language Proficiency” on UTAS, you must submit the relevant certificate. <b>Refer to *1.</b>
Other than TOEFL iBT, IELTS	Those who have scores	If you enter your scores in “9. Language Proficiency” on UTAS, you must submit the relevant certificate. <b>Refer to *2.</b>
No English proficiency tests due to special circumstances ( <b>Refer to *3</b> )	Only for those that this applies to	Write the details in “9. Language Proficiency”.
Written Oath	All	<b>Fill out and sign</b> the specified form (download), then attach the scanned PDF to “16. Attachment”. Parents/Guardians’ guarantee is required if students are below the age of 20 at time of application.
- Confirmation of Notification for Applying Study Abroad Programs	All	<b>Refer to *4.</b>
- Confirmation of Intention to Receive Scholarship	Only for those who wish to receive scholarship	<b>Complete</b> the specified form (download), then attach in PDF format to “16. Attachment”. Please check Attachment 1 when filling in.

**\*1 Documents to certify language proficiency (TOEFL iBT, IELTS) (Certificates must be valid as of **February 6, 2020 (Thursday)**.)**

One of the following must be submitted.

- A copy of your TOEFL-iBT or IELTS (Academic Module) score (an unofficial copy of your TOEFL score, taken from online, is acceptable)

If the scores cannot be submitted by the departmental deadline, they may be submitted to the International Exchange Group of the UTokyo head office by **noon of February 6, 2020 (Thursday)**. The same applies if new scores are to be submitted to replace scores already submitted to the department. (E-mail to [studyabroad.adm@gs.mail.u-tokyo.ac.jp](mailto:studyabroad.adm@gs.mail.u-tokyo.ac.jp))

## **\*2 Documents to certify language proficiency (other than TOEFL iBT/IELTS)**

### **<If you are applying for UC Davis>**

**If you do not have TOEFL-iBT or IELTS scores but have other scores, the following can be submitted. However, if you are going to apply for the UC Davis Global Study Program-Summer Sessions, you will need to submit official score report of the designated English proficiency test (please see 1.-2 Outline (UC Davis Global Study Program-Summer Sessions). TOEFL iBT, TOEFL PBT, and IELTS only are acceptable.) by the application deadline to UC Davis (March 15 for 2020 (tentative) ). Therefore, it is strongly recommended to obtain an official score of TOEFL-iBT or IELTS as early as possible before the result of internal screening be announced, if students do not have an effective score.**

- A copy of your TOEFL ITP, TOEIC, or Eiken score
- If you plan on submitting English test results from other exams/tests, submit a copy of your results and a description of the test. The description should include the content of the exam, and conversion table for the tests (A4-sized, no specific format is required).
- Copy of language proficiency scores other than English

### **<If you are applying for UC Berkeley>**

If you do not have TOEFL-iBT or IELTS scores but have other scores, the following can be submitted.

- A copy of your TOEIC (For both Regular Courses • English Language Studies) or Eiken score
- If you plan on submitting English test results from other exams/tests, submit a copy of your results and a description of the test. The description should include the content of the exam, and conversion table for the tests (A4-sized, no specific format is required).
- Copy of language proficiency scores other than English

**For both UC Davis and UC Berkeley**, if the scores cannot be submitted by the departmental deadline, they may be submitted to the International Exchange Group of the UTokyo head office by **noon of February 6, 2020 (Thursday)**. The same applies if new scores are to be submitted to replace scores already submitted to the department. (E-mail to [studyabroad.adm@gs.mail.u-tokyo.ac.jp](mailto:studyabroad.adm@gs.mail.u-tokyo.ac.jp))

## **\*3 If you have not taken any English proficiency tests due to special circumstances**

If you have not taken any English proficiency tests due to special circumstances (e.g. graduated from high school

in an English-speaking country, attending a degree course taught in English etc.), you can submit the explanation in “9. Language Proficiency” ① or ② when applying through UTAS.

#### **\*4 Confirmation of notification for applying for Study Abroad Programs**

- Complete the specified form (download) to be the same as the online application form on UTAS. Obtain the signature or seal of the coordinator of your academic affiliation (faculties) at time of the program and upload the scanned PDF through UTAS. When you ask the coordinator to sign this sheet, you must print and show the all pages of your online application form on UTAS to the coordinator.
- The application without the signature of the coordinator of your faculty will not be accepted due to the document being incomplete.
- If you modify the electronic form after you have obtained the signature of your academic affiliation at time of the program, you will be rejected from the program.

#### **[Online Application]**

Apply from the “Study Abroad” tab on the Academic Affairs System website (UTAS, ITC-LMS).

(Please follow the instructions given in “Applying for Study Abroad Programs via UTAS”).

➤ Academic Affairs System (UTAS, ITC-LMS): <https://utas.adm.u-tokyo.ac.jp/campusweb/>

➤ “Applying for Study Abroad Programs via UTAS”:

<https://www.u-tokyo.ac.jp/content/400096401.pdf>

#### **[Application Documents]**

Location of the application guidelines and the application documents: (You can download the same application documents from either of the pages below.)

<https://www.u-tokyo.ac.jp/adm/go-global/ja/program-list-short-BerkeleySummer.html>

<https://www.u-tokyo.ac.jp/adm/go-global/ja/program-list-short-UCDavis.html>

End