

April 17, 2025

To Successful Applicants for UTokyo Global Unit Courses 2025:

- Welcome Message from the Director of the Center for Global Education
- Registration Instructions

UTokyo Global Unit Courses
Center for Global Education
The University of Tokyo

April 17, 2025



Dear Prospective GUC Students,

Thank you for applying to the Global Unit Courses at the University of Tokyo (UTokyo GUC).

I am delighted to learn that you plan to join us this summer and would like to extend a heartfelt welcome as the Director of the Center for Global Education and Vice President in charge of global mobility at the University.

The University of Tokyo is proud to be one of the leading institutions of higher education in Japan and around the world. UTokyo GUC instructors are carefully selected from among our full-time faculty members, all of whom are distinguished experts in their respective fields. During your stay, you will also have opportunities to interact with our students and explore our campus facilities.

And of course, Tokyo offers a wide range of affordable and enriching experiences—from arts, music, and sports to culinary delights and the dynamic blend of tradition and innovation—all within one of the safest urban environments in the world.

Once again, I am thrilled to welcome you to the University of Tokyo and look forward to meeting you in person this summer.

Warmest regards,

A handwritten signature in black ink, reading "Yujin Yaguchi". The signature is stylized with a long horizontal stroke at the end.

Yujin Yaguchi

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Yujin Yaguchi, Ph.D.

Vice President (Global Education)

Director, Center for Global Education

Professor, Graduate School of Arts and Sciences

The University of Tokyo



Center for Global Education

7-3-1 Hongo, Bunkyo-ku, Tokyo 113-8657

For ALL Successful Applicants:

Congratulations on your success in the screening process!

[Registration Instructions]

► **To confirm your participation in the program**, please complete the following **2 procedures**

1. Submit a signed copy of the “Pledge for Participating in UTokyo GUC”:

Due: 16:00 Japan Standard Time on Thursday, April 24th

- Please **download** the “**Pledge for Participating in UTokyo GUC**” form from the link below:
https://univtokyo-my.sharepoint.com/:b:/g/personal/9790238360_utac_u-tokyo_ac_jp/ERX0vuRJV5IGhMAMJXCIDj4BIV3oK3_D6jvd4JWbpf72Dg?e=IIZbWO
- Print it out and read it carefully. Then, sign and date the form by hand, scan all the pages, and **upload** them as a **single PDF file** named **ONLY** with **your 6-digit TAO application ID** (e.g., 111111) to the link below:
https://univtokyo.sharepoint.com/:f:/s/msteams_8b031a-GUC/Eto5-DC6dIZKhjiL1Is-VQBL9KHvoQxRatLCfED1AyOeA

As the upload system does not send automatic confirmation emails and the GUC Office does not respond to inquiries about individual submission statuses, please be sure to take a screenshot or keep a record of your submission for your own reference, if needed.

2. Make a Payment of Program fee(s):

Due: 16:00 Japan Standard Time on Thursday, April 24th

- An email titled “**Confirmation of Acceptance**” for each course will be sent to your **contact email address*** from <no-reply@flywire.com> on the day of the result announcement. (If you are accepted into multiple courses, you will receive multiple emails.)
- This email includes a message “[**UTokyo GUC 2025**] **Confirmation of Acceptance**” under the NOTES section of the INVOICE, which can be found after clicking “View Invoice” in the email. Before paying, please read the message carefully, ensure the course title you have been accepted into, then click on the “Pay invoice” button on each INVOICE to complete the payment for the program fee.
- Depending on the payment option you choose within Flywire, which handles the payment process, a handling charge may apply. Such a charge must be borne by the applicant.
- The program fee will not, in principle, be refunded except in the cases stipulated on the UTokyo GUC 2025 Terms and Conditions (<https://www.u-tokyo.ac.jp/content/400256302.pdf>).

If we do not receive the signed “Pledge for Participating in UTokyo GUC” through the upload link provided above and confirm your payment by the aforementioned deadline, it will be assumed that you have decided not to participate in the program.

For Successful Applicants who have been accepted into In-person Course(s):

► Regarding Visa Application Process

An email titled "[No.xxxxxx (your TAO Application ID)] Regarding visa procedures for participating in "UTokyo GUC"" from IMS Legal Professional Corporation (IMS) <ut@attorney-office.com>, a private company to which UTokyo outsources visa procedures, will also be sent to **ALL of you** (to your contact email addresses) on the day of the result announcement. This mail is **to confirm whether you need to apply for a VISA.**

▼ For applicants who have received an email from IMS
stating that they are required to obtain the Temporary Visitor visa:

Please follow the instructions in the email from IMS and complete the necessary procedures
by the designated deadline indicated in the email.

<<! Important Notes !>>

- It is essential that you submit all the documents as quickly as possible. Please be advised that obtaining a visa may take several weeks.
- Kindly note that UTokyo and IMS cannot assume responsibility for any late issuance of visa due to insufficient/incorrect documents or late submission of the visa application.
- Students are not allowed to work in Japan on this visa.
- The maximum number of days allowed for a student's personal travel before and/or after the program on this visa shall be around 1 week in total.
- UTokyo GUC will provide support for Temporary Visitor visa only. Any support for visas other than the Temporary Visitor visa will not be provided.

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All emails will be sent to the "contact" email address provided in your GUC application documents, which may differ from your TAO login email address. If you have not received any of the above-mentioned emails **by 09:00, Japan Standard Time on Friday, April 18** despite being a successful applicant, please contact the GUC Office **with your TAO application ID by 11:00, Japan Standard Time on Friday, April 18.**

We plan to send the next email around the beginning of May to all applicants who have confirmed their participation, once we have received and verified the submission of pledges and payments from all successful applicants.

To ensure a smooth process, your timely actions are essential. Thank you for your cooperation!

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The University of Tokyo
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