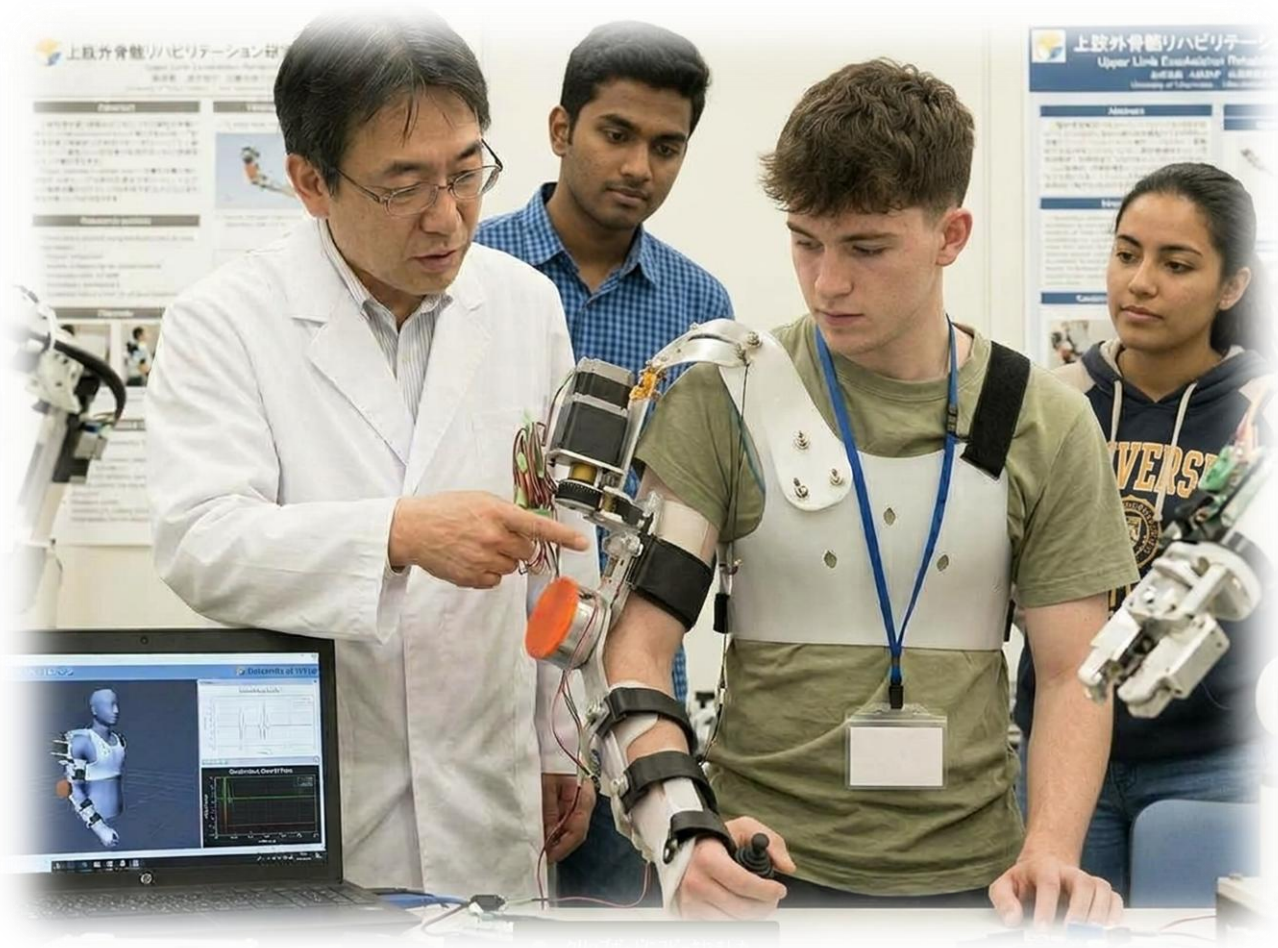
Guidelines for AY2027

Final Year Abroad in Tokyo (FYAT)

Research Program at Shibaura Institute of Technology



Office of International Services

(October 2026)

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1. Program Outline

Final Year Abroad in Tokyo (FYAT) is a research-based study abroad program designed for undergraduate students (third year or above) enrolled at universities that do not have a student exchange agreement with Shibaura Institute of Technology (SIT). Students may choose to participate for either one or two semesters.

Participants will engage in research projects under the supervision of an SIT faculty member. Laboratory placement is determined based on the student's research interests and the availability of host laboratories.

During the program, students will have the opportunity to experience the unique laboratory culture of Japanese universities while conducting research in an international and dynamic academic environment alongside students and researchers from diverse cultural backgrounds.

The purpose of this program is not to study a completely new academic field from scratch, but rather to deepen and further develop the knowledge and expertise students have already acquired in their own field of study. Therefore, the program is particularly suitable for students who wish to pursue research related to their academic specialization.

As the program is designed to undergraduate students from their third year onward, it provides an excellent opportunity to gain practical research experience and develop research skills at an early stage of higher education. Students can strengthen their academic knowledge while gaining valuable experience that will support their future undergraduate research projects and further academic pursuits.

2. Contents

Research Supervision and Laboratory Placement

The host professor is selected based on the applicant’s submitted documents as well as the capacity and availability of the host laboratory. After the placement is confirmed, the research topic will be finalized through discussions with the host professor.
During the program, participants will join a laboratory at Shibaura Institute of Technology and conduct research under the guidance of their host professor. Research activities vary depending on the laboratory and research theme. Experimental work or fieldwork is not always the primary activity. Depending on the project, participants may engage in literature reviews, data analysis, reviews of previous studies, or support the research activities of laboratory members

Experience in a Japanese-Style Laboratory

Japanese laboratories are research groups led by faculty members and typically consist of doctoral students, master's students, and undergraduate students. Each laboratory usually has approximately 10 to 15 student members.
At Shibaura Institute of Technology, many students join laboratories in the latter half of their third year or during their fourth year of undergraduate study. By working alongside senior undergraduate and graduate students, participants can learn research methodologies and gain valuable hands-on research experience while deepening their understanding of their own academic field.

Academic and Cultural Learning Environment

Most laboratories hold regular meetings, usually once a week, where members share and discuss their research progress. Some laboratories also organize activities outside of research, such as summer camps, field trips, laboratory excursions, and social gatherings.
A laboratory is not only a place for conducting research but also a close-knit academic community where faculty members and students interact on a daily basis. Through collaboration and communication with students and researchers from diverse cultural and academic backgrounds, participants can gain a deeper understanding of Japanese research culture and academic life while developing both their research skills and international perspectives.

Course Enrollment Policy for FYAT Participants

FYAT is a research-focused program. Therefore, participants are not permitted to enroll in courses taught in either English or Japanese. As course capacity is primarily reserved for students in course-taking programs, FYAT participants are expected to engage exclusively in research activities throughout their stay.

In addition, FYAT participants are not allowed to enroll in Japanese-based academic courses. Please note that "Japanese-based courses" refers to academic subjects taught in Japanese and does not include Japanese language courses.

Before applying, students are strongly advised to consult with their home institution regarding how participation in the program may fit into their degree requirements.

* Please note that faculty members at SIT are not responsible for ensuring the completion of degree requirements at the student's home institution through this exchange program.





3. Applicant Eligibility

Applicants must meet all of the following requirements:

- ✧ Be enrolled in the third year or above of an undergraduate (bachelor's) degree program at the start of the program. Graduate students are not eligible to apply.
- ✧ Possess sufficient academic background and research skills to conduct research activities independently.
- ✧ Be able to complete the program at Shibaura Institute of Technology (SIT) and return to their home institution at least one month before their expected graduation date.
- ✧ Be able to submit an official academic transcript demonstrating a cumulative GPA of 2.5 or higher.
- ✧ Demonstrate English proficiency at CEFR B2 level or above and submit an official English proficiency test score. Applicants enrolled in a degree program in which courses are taught entirely in English may be exempt from this requirement by submitting an official letter from their home institution confirming that the medium of instruction of the degree program is English. Any format is acceptable.
- ✧ Be physically and mentally healthy.
- ✧ Submit a health examination report or medical certificate as part of the application.
- ✧ Comply with Japan's security export control laws and regulations.

  Applicants are required to comply with Japan's security export control system. For details, please refer to the website of the Ministry of Economy, Trade and Industry (METI):

  https://www.meti.go.jp/policy/anpo/securityexportcontrol1.html

4. English Language Proficiency Requirements

Applicants must demonstrate English proficiency by submitting an official English language test score equivalent to CEFR B2 or higher. The score conversion table for various English language tests is provided in next page.
However, applicants enrolled in a degree program in which the language of instruction is English are exempt from submitting an official English language test score. Instead, they must submit an official document issued by their home institution certifying that their degree program is conducted in English. There is no prescribed format for this document, and any official format issued by the home institution will be accepted.
In addition, while applicants to this program typically do not have a prospective supervisor identified in advance, applicants who have an existing research relationship with an SIT faculty member and have obtained prior approval from a prospective supervisor may submit a supervisor's confirmation email or letter indicating that their English proficiency is sufficient for research activities in place of an official English language test score.

Please note that SIT does not publicly disclose faculty members' contact information.

Applicant Category	Required Document(s)
1.Applicants who are not enrolled in an English-medium degree program	Official English test score (required) Applicants must demonstrate English proficiency at CEFR B2* level or higher. Please note “Examples of Documents That are **Not** Accepted ”below. ✖ Recommendation letter from the home university ✖ University-issued English proficiency certificate ✖ DAAD certificates ✖ Cambridge Assessment International Education (IGCSE, A Level English, etc.) ✖ Duolingo English Test ✖ Documents issued by universities or other institutions certifying CEFR B2 proficiency
2.Applicants enrolled in a degree program taught entirely in English	No English test score required. Submit official documentation from the home institution confirming that their degree program is conducted in English at the time of application.
3. Applicants who have an existing research connection with an SIT faculty member and have obtained prior approval from the prospective supervisor	Either of the following: •Official English test score, or •Confirmation email or letter from the prospective supervisor (An email or written communication from the prospective supervisor confirming that the applicant's English proficiency is sufficient for research and program participation.) Note: This category applies only to applicants who have established a research connection with an SIT faculty member and obtained prior approval before submitting their application.

Reference：*CEFR B2 Equivalent Scores

Test	Score Range
TOEIC	785–940
IELTS	5.5–6.5
TOEFL iBT	72–94
TOEFL ITP (Levels 1 and 2)	543–626
Cambridge English FCE	160–179
Cambridge English CAE	160–179
Cambridge English CPE	162–179

5. Program duration

1 or 2 semesters (up to 1 academic year)

SIT has 2 semesters a year as below.

	Start	End
Spring Semester	Beginning of April	End of July
Fall Semester	End of September	End of January

6. Laboratory matching and Acceptance

Regarding laboratory placement, there are two cases:

There are two possible cases regarding laboratory placement:

(1) The student has not obtained prior approval from an SIT faculty member.

(2) The student has already obtained prior approval from an SIT faculty member.

Please note that SIT faculty contact information is not publicly available. Therefore, most applicants apply without prior approval from an SIT faculty member.

If you have already established contact with an SIT faculty member through academic or research collaboration and have obtained prior approval, you may apply under case (2).

If you have not obtained prior approval, you may apply and list up to three preferred laboratories. In such cases, the SIT International Office will identify a suitable supervisor based on your research objectives and the availability of SIT faculty members. Please note that acceptance cannot be guaranteed and will depend on the relevance of your research topic as well as the laboratory's capacity to accept visiting students.

Please consider your research objectives and choose one of the following project types.

Applicants may select up to three preferred laboratories. The SIT International Office will assist in contacting the relevant faculty members. Based on the applicant's research objectives and the availability of SIT faculty members, the SIT International Office will then identify an appropriate supervisor. Please note that acceptance cannot be guaranteed and will depend on the compatibility of the research topic with the laboratory's field of expertise, as well as the laboratory's capacity to accept visiting students.

Consider your purpose and decide which type you would like to apply for

- **Designated Research Project**
  - Conduct research activities based on a topic provided by an SIT faculty member.
  - Review the Designated Research Project list and select up to three preferred projects.

- **Self-Designed Research Project**
  - Prepare your own research topic (it must be specific and well defined).
  - Review the Laboratory List to identify laboratories related to your research topic.

Which Option Should You Choose?

- **I want to work on a topic provided by an SIT professor** → *Designated Research Project*
- **I already have a specific research topic and research plan** → *Self-Designed Research Project*

7. Program Fee

Fee Item		Amount
Application fee		JPY 30,000
Admission fee		JPY 40,000
Tuition fee	1 semester	JPY 649,500
	2 semesters	JPY1,299,000
Maintenance fee	1 semester	JPY 165,000
	2 semesters	JPY 330,000

Estimated Total Cost

Study Period	Example Calculation	Total
1 Semester	30,000 + 40,000 + 649,500 + 165,000	JPY 884,500
2 Semesters	30,000 + 40,000 + 1,299,000 + 330,000	JPY 1,699,000

Notes
・The above amounts are examples based on enrollment per semester.
・Living expenses, accommodation, insurance, and travel costs are not included.

Payment Schedule

Fee Item	Payment Timing
Application Fee	Pay at the time of application through the online application system.
Admission fee, tuition fee and Maintenance fee	Pay within 40 days of receiving the Letter of Acceptance (LOA). Payment instructions will be provided together with the LOA.

Cancellation of the Application Fee

Please note that the application fee is non-refundable once paid, except in cases of duplicate payment or other exceptional circumstances approved by SIT.

Cancellation of the Admission Fee, Tuition Fee, and Maintenance Fee

Applicants may cancel their participation up to one day before the program start date. Cancellations will not be accepted on or after the program start date.
To facilitate administrative procedures, applicants who wish to cancel their participation must complete and submit the cancellation form specified in their Letter of Acceptance (LOA) to the SIT International Office at least two weeks prior to the program start date. A cancellation request will not be considered valid unless receipt of the form is confirmed by the SIT International Office.
If a cancellation is made before the program start date, the admission fee, tuition fee, and maintenance fee will be refunded after deduction of the designated administrative handling fee.
Please note that no refunds will be issued on or after the program start date under any circumstances.

8. Campus information

SIT is in the heart of Japan. There are 2 campuses and 1 is Toyosu campus, located in Tokyo and the other one is Omiya campus, located in Saitama (next to Tokyo).

Being in Tokyo or close to is one of the most attractive points for students, especially from other countries and many students attended SIT have taken advantages of living in the central and enjoy their life in Japan.

Each campus has different colleges and a school as the following picture show. When you search for your professor, please also concern about which department the professor belongs to.

To search professors, please visit the following page.

1. SIT Designed Research Project
2. SIT Research Laboratory list.

*The website shows the current SIT's laboratory information, including its department in SIT and location.

Toyosu campus (Tokyo): College of Engineering, School of Architecture, College of Engineering and Design

Omiya campus (Saitama): College of Systems Engineering and Science

9. Procedures

1) Preparations:
- Check the website and program guidelines to have a good understanding of the program outline.
- Consult with the university coordinator who oversees overseas study programs at home university.
- Search for the laboratory and professor(s) to be supervised when you participate in the program from the 1. SIT Designed Research Project 2. SIT Research Laboratory list. - Make sure that SIT has the field of study you wish to take a part.
- Be sure about your budget plan concerning the duration of study and living cost in Japan. Please note that applicants are required to submit documentation (such as a bank statement or a certificate of scholarship award) demonstrating that they have financial support of JPY 130,000 per month to cover their living expenses during their stay. For example, if the duration of stay is five months, applicants must provide proof of financial support totaling at least JPY 650,000.
2) Applications:
- Apply via the online system from the program website **during the application period for the period you wish to study.**
- Complete the online application and submit the following documents through the TAO system. **Required documents:** CV, Research Plan, Motivation letter, Transcript, Financial Support Documentation (For Student VISA applicants who stays 90 +days) . *Check here for the formats of the required documents: Before you make CV, Research Plan and Motivation
- Pay JPY 30,000 via TAO.
- During the online application, you make a request to your university coordinator to nominate you. The request is made via the online application system. (Without the nomination from the university coordinator, your application cannot be completed.)
3) After the application
- Once SIT receives the applications, the screening will be held.
- Within 2 months after the application is closed, SIT will notify the result of screening.
- The applicants who pass the screening will receive a Letter of Acceptance (LOA) via email.
- Pay the total amount of Admission fee, Tuition fee and Maintenance fee via Flywire. (Invoice will be sent to you)
4) Prepare for coming to Japan and start the program
- Details of the orientation, including the date and venue, will be provided individually by email.

10. Entry and the application deadline

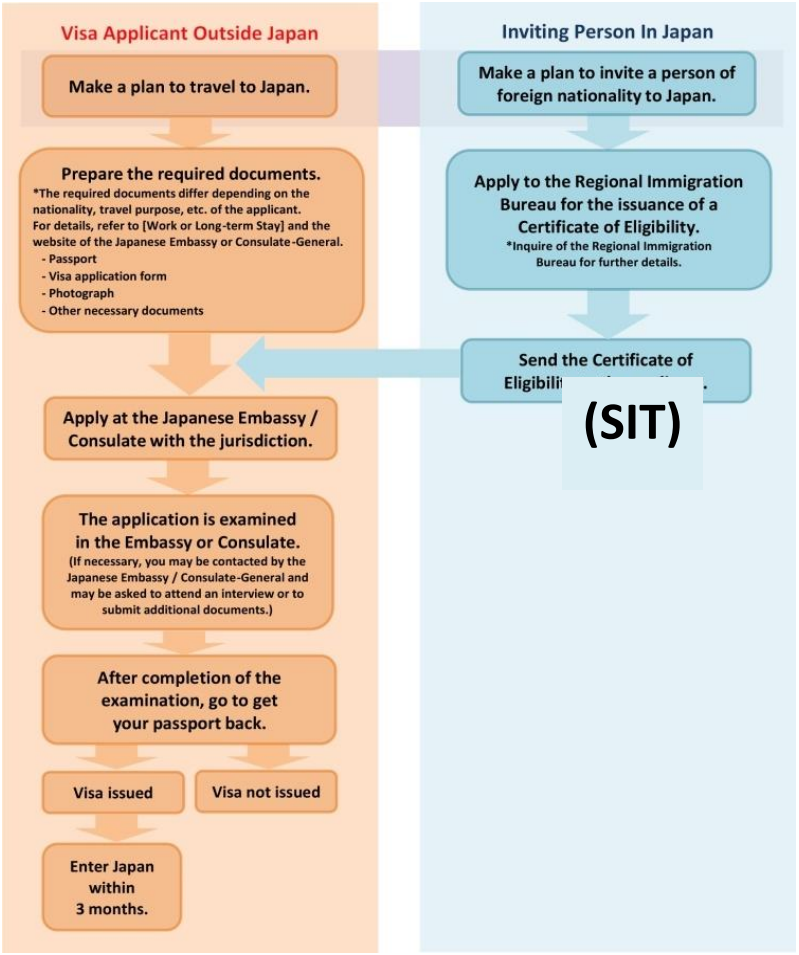
Spring semester entry: October 15th to 31st

Fall semester entry: April 1st to 30th

11. VISA Process

Visa procedures for Long-Term Stay

Students who will participate in the program for more than 90 days must obtain a Student Visa. Once applicants are accepted into the program, SIT will apply for a Certificate of Eligibility (CoE*) on their behalf through the Immigration Services Agency of Japan. As soon as the CoE is issued, SIT will forward the electronic CoE (not in PDF format) to both the program participants and the program coordinator at their home university. The CoE application process typically takes about two months.



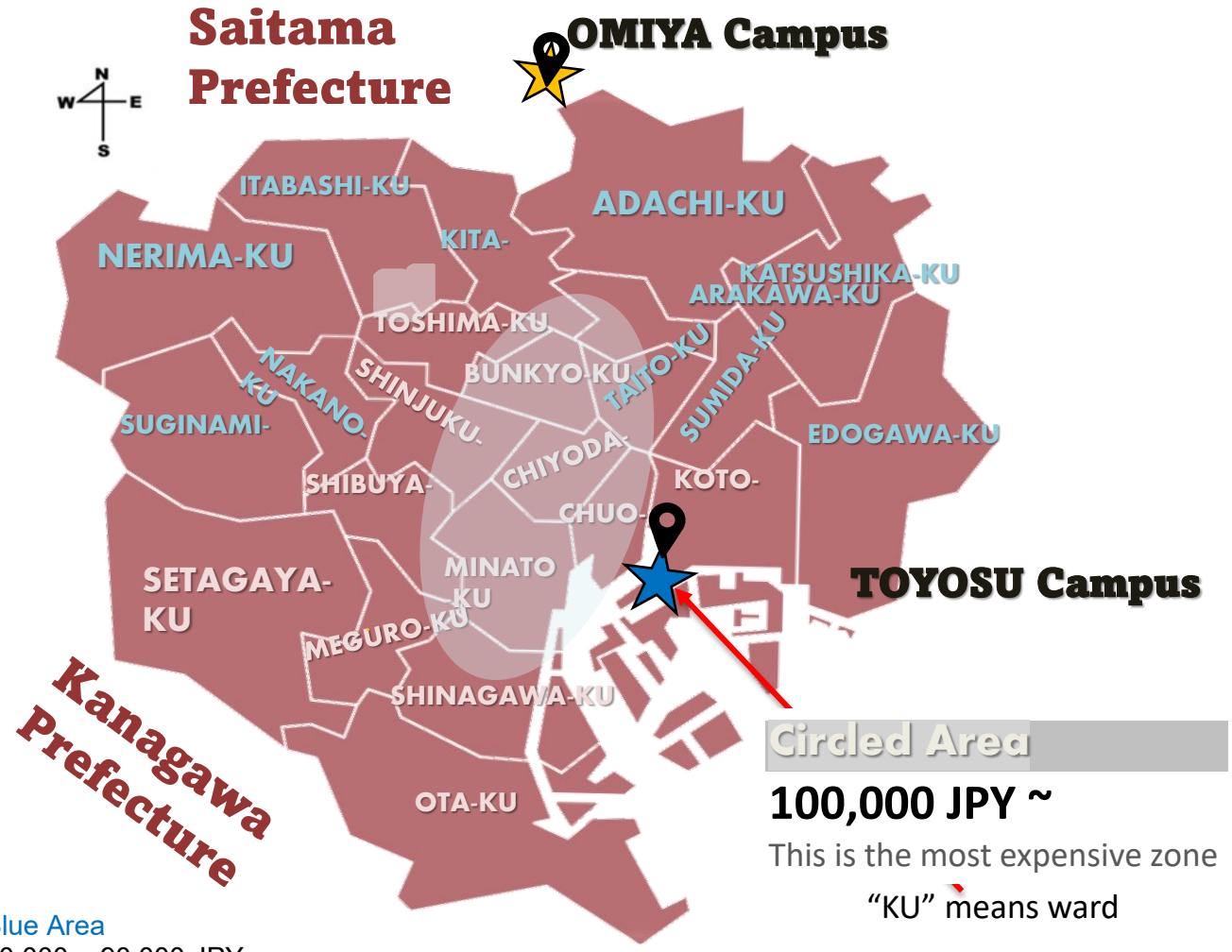
12. Accommodation in Japan

Once accepted, applicants will receive accommodation information and support from SIT in finding housing in Japan. Housing and living costs vary by area, so please choose your residence based on your main campus, transportation costs, and local living expenses.

SIT also operates the SIT Global Dormitory at the Omiya Campus, which promotes cultural exchange between Japanese and international students. As the number of applicants exceeds available rooms, admission is highly competitive. Applicants who cannot secure a dormitory room will be provided with information on alternative housing options and real estate agencies.

[Important] When looking for accommodation, please first check on which laboratory you will be belonged.

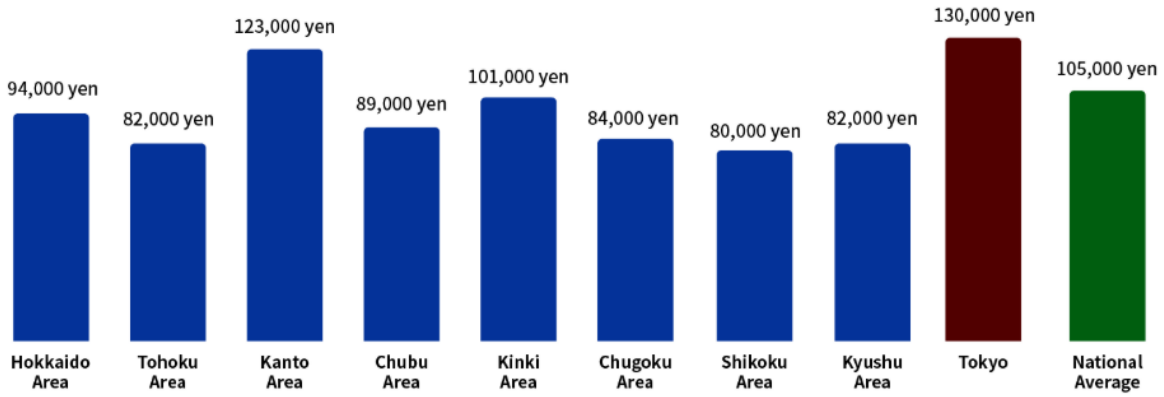
Monthly rent varies by area. This map shows the typical rent range for single-occupancy properties (1K/1DK) in Tokyo's 23 wards and should be used as a general reference. Actual rents may differ depending on factors such as housing type and building age. Please note that the Toyosu Campus is located in Koto Ward.



Blue Area
60,000 ~ 90,000 JPY
You can find many reasonable accommodations in this zone.Price varies depending on wards, Outwards and neighbor prefectures such as Chiba, Kanagawa, and Saitama also have cheaper options.

White Area
85,000 ~ 100,000 JPY
Compared to other wards, accommodations in this area cost a little more.If you wish to lower your rent burden, we recommend that you share a room with friends or choose a shared house.

Average monthly cost of living
(Excluding the cost of study and research)



Source: Japan Study Support

13. Facility of SIT

Toyosu and Omiya campus have its own cafeteria and store. The cafeteria serves traditional Japanese food, curry, noodles and so on. If you suffer from food allergies, do not worry. Every food comes with a detailed list of the ingredients used. You can pay with cash, credit card or prepaid card.

Toyosu's Cafeteria



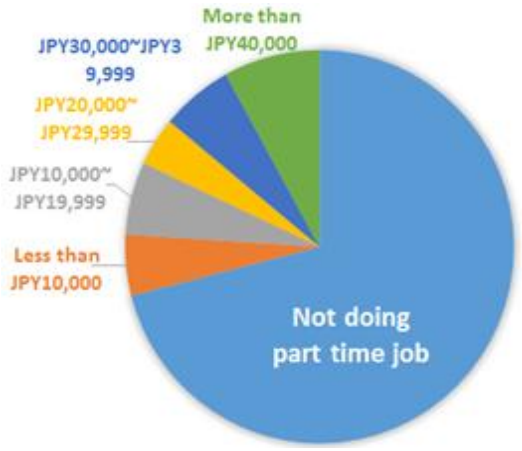
Omiya's Cafeteria



PERCENTAGE OF STUDENTS WORKING PART TIME

International student's first priority is "Studying", however students who have Student VISA are allowed to work during their free time up to 28 hours per week.

Right figure shows the percentage of students doing the part time job.



Advice from International Students at SIT

- Confirm the cost for everything before you come. The initial cost of living can be very expensive.
- Cost varies upon location where you stay at.
- I think living cost can really vary depending on the people. But, if you take control on what you spent (especially on food and transportation), it could be quite affordable.
- SIT is very convenient to study even though Tokyo is quite expensive to live but it is worth it.

14. Arrival - Airport to your accommodation.

Since Tokyo has a well-developed public transportation system, we **do not provide** the airport pick up service. You can check the website of Haneda airport and Narita airport to understand how best to travel from the airport to the city center. If you would like to know the specific route to your accommodation, please refer to the common **Route search site.**