

# **Soka University**

## **Admission Procedure Guidelines**

**Congratulations on your acceptance to Soka University!**

Please complete the Admission Procedure by reading these guidelines carefully and submitting the required paperwork by the informed deadlines.

Please note that if you miss any deadline, your admission offer may be revoked.

**For inquiries regarding the Admissions Procedure, please contact:**

International Affairs Office  
Soka University  
Tel: +81-42-691-8200  
Fax: +81-42-691-9456  
E-mail: [welcome@soka.ac.jp](mailto:welcome@soka.ac.jp)

## Admission Procedure flow

The Admission Procedure will be based on the flow below.

Check carefully all information in the following pages, follow the deadlines and continue with the procedures.

### Documents to be submitted

- **1<sup>st</sup> step (deadline: Wednesday, June 13, 2018)**

Dormitory Application Form (Google Form) ..... pg. 6

- **2<sup>nd</sup> step (deadline: Friday, June 29, 2018)**

Arrival Information ..... pg. 14

Immunization Questionnaire for Measles and Rubella..... pg. 21

- **3<sup>rd</sup> step: (deadline: Fill in and submit by the Orientation Session after admission)**

Agreement on Handling Personal Information at Soka University..... pg. 24

Dormitory Terms of Agreement (for those entering dormitory only)..... pg. 13

※Please submit all documents by the deadline.

## Immigration Procedure

### Applying for the “Certificate of Eligibility for Resident Status”

Those with a foreign citizenship must obtain a **Student Visa**. Soka University will apply for the **Certificate of Eligibility for Resident Status** (hereinafter “COE”) from the Ministry of Justice of Japan on your behalf.

### After Acquiring Your Visa

- The COE is expected to be sent together with the university Acceptance Letter by the end of July to the address written in your Application Form.
- If you receive notification from the Ministry of Justice that your Visa application has been denied, the University will contact you (however, please be aware that the University is not informed regarding the reasons for the denial of your visa application).



- The successful applicant must present the **COE** and **passport** to their nearest diplomatic facility (embassy or consulate) in order to obtain the student visa necessary to enter the country.
- In order to apply for the student visa, the applicant must inquire with their embassy or consulate regarding the necessary documents. As the process in requesting a visa vary from country to country, please ensure that all necessary steps are taken in accordance with your country’s procedure.



**Visa issuance to enter Japan**

## International Dormitories

### On International Dormitories

Soka University has dormitories for international students. Check the information about the types and the fees for each dormitory in the “Instructions on International Dormitories” document. Access the URL below to inform whether you wish to enter in a dormitory or not.

#### Dormitory Application:

Japanese/English: <https://goo.gl/forms/6oMI0DrAMDH5snwx1>

Deadline: Wednesday, June 13, 2018



### Points to note on International Dormitories

Each dormitory has its own rules on curfew, shower time, cleaning time, etc. As it is a shared space, you are expected to respect the rules. Lastly, make sure to complete the Dormitory Fee payment by the deadline.

#### ○ Rules on dormitory lifestyle

- Students already living in any dormitory are not allowed to move into another one.
- Dormitories have curfews. Curfew for male dormitories is 00:00, and for female dormitories, it is 23:00.
- Students themselves are in charge for the cleaning of the dormitories.
- As a rule, only those living in the dormitory can enter in the building. However, the dormitories have a space to welcome visitors (please check the details after entering in the dormitory).

#### ○ On the facilities of each dormitory

- Each dormitory has its own specific time for using the shower room and the bath room.
- Coin laundries and dryers are available.
- It is not possible to purchase a landline phone. We recommend you to bring your own mobile phone or purchase one after arriving in Japan (you must do the contract by yourself).
- Dormitories have the University's Wi-Fi network installed. However, due to security reasons some pages may not be accessible.

#### ○ About alcohol and tobacco

In Japan, no one younger than 20 years old is allowed to smoke or drink alcohol. Considering most of the Japanese students living in the dormitories are younger than 20, smoking and drinking in the dormitory is prohibited. In international dormitories, drinking and smoking are allowed under the following rules:

- Smoking is only allowed outside the dormitory building in the “smoking area”. (Soshun dormitory does not have a smoking area, therefore smoking is prohibited)
- Alcohol is only allowed in the bedrooms, and only in the following dormitories: Hoyu, Takiyama International and Manyo International.

## Purchasing bedding

Dormitories do not have bedding. Students staying at Soka University for more than one year (Undergraduate and Bekka students) are recommended to purchase bedding. In case the purchase is done via University, please fill the section regarding bedding purchase in the “**Dormitory Application Form**”. Bedding will be placed at the dormitory room prior to your arrival in Japan. The payment will be done after arrival in Japan during the Orientation Sessions.

In case you wish to purchase the bedding by yourself, make sure to have all arrangements done prior to your arrival (the dormitories come prepared with spare bedding).

Lastly for students enrolled for less than a year (Exchange student, Non-degree students), we will rent bedding.

## Dormitory Terms of Agreement

Those entering the dormitories must fill-in and sign the “Dormitory Terms of Agreement”. Further information is on page **14**. Please check and submit the documents during the Orientation Sessions after arrival in Japan.

## About the rules on living in a dormitory while enrolled as an international student

### ◆Exchange students

|                |  |
|----------------|--|
| Allowed period | During enrollment  |
| Leaving day    | Enrolment from April, for one semester: by August 10       |
|                | Enrolment from April, for two semesters: by February 10    |
|                | Enrolment from September, for one semester: by February 10 |
|                | Enrolment from September, for two semesters: by August 10  |

# Soka University International Dormitories

## Male Dormitories

| Dormitory   | Structure   | Room           | Distance to Soka University | Meal                    | Entrance Fee | Dormitory Fee (one semester) | Dormitory Fee (two semesters) | Dormitory available for   | Observations   |
|---|---|----------------|-----------------------------|-------------------------|--------------|------------------------------|-------------------------------|---|--|
| Hoyu Dormitory<br>(International Students block)                  | <ul style="list-style-type: none"> <li>International students: approx. 90%</li> <li>Japanese students: approx. 10%</li> </ul> | Twin bedroom   | 20 minutes on foot          | By yourself / Cafeteria | 50,000 JPY   | 159,000 JPY                  | 318,000 JPY                   | <ul style="list-style-type: none"> <li>Preparatory Japanese Language Students</li> <li>Non-degree students</li> <li>Exchange students</li> <li>Undergraduate students (except FILA students)</li> </ul> | <ul style="list-style-type: none"> <li>In case you wish to use the cafeteria, instruction will be given after enrollment. You can purchase the meal coupon (one year: 220,000 JPY / one month: 22,000 JPY).</li> </ul>   |
| Takiyama International Dormitory<br>(International Students area) | <ul style="list-style-type: none"> <li>International students: approx. 50%</li> <li>Japanese students: approx. 50%</li> </ul> | Single bedroom | Inside campus               | By yourself / Cafeteria | 50,000 JPY   | 189,000 JPY                  | 378,000 JPY                   | <ul style="list-style-type: none"> <li>Non-degree students</li> <li>Exchange students</li> <li>Undergraduate students</li> </ul>  | <ul style="list-style-type: none"> <li>In case you wish to use the cafeteria, instruction will be given after enrollment. You can purchase the meal coupon (one year: 220,000 JPY / one month: 22,000 JPY).</li> <li>FILA students can only apply for the Takiyama International Dormitory.</li> </ul> |

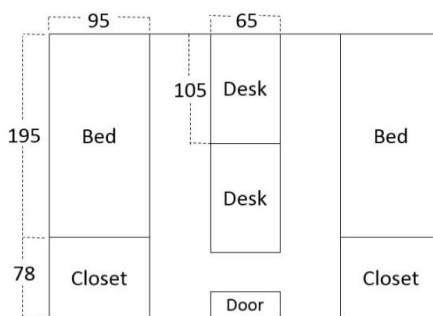
## Female Dormitories

| Dormitory                     | Structure   | Room           | Distance to Soka University | Meal        | Entrance Fee | Dormitory Fee (one semester) | Dormitory Fee (two semesters) | Dormitory available for   | Observations  |
|-------------------------------|---|----------------|-----------------------------|-------------|--------------|------------------------------|-------------------------------|---|---|
| Sunflower Hall                | <ul style="list-style-type: none"> <li>International students: approx. 90%</li> <li>Japanese students: approx. 10%</li> </ul> | Single bedroom | 15 minutes on foot          | By yourself | 50,000 JPY   | 173,000 JPY                  | 346,000 JPY                   | <ul style="list-style-type: none"> <li>Non-degree students</li> <li>Exchange students</li> <li>Undergraduate students (except FILA students)</li> </ul> | <ul style="list-style-type: none"> <li>Exchange students can only apply for Sunflower Hall and Cosmos Dormitory.</li> </ul> |
| Cosmos Dormitory              | <ul style="list-style-type: none"> <li>International students: approx. 90%</li> <li>Japanese students: approx. 10%</li> </ul> | Single bedroom | 20 minutes on foot          | By yourself | 50,000 JPY   | 173,000 JPY                  | 346,000 JPY                   |   |   |
| Manyo International Dormitory | <ul style="list-style-type: none"> <li>International students: approx. 50%</li> <li>Japanese students: approx. 50%</li> </ul> | Single bedroom | Inside campus               | By yourself | 50,000 JPY   | 189,000 JPY                  | 378,000 JPY                   | <ul style="list-style-type: none"> <li>Non-degree students</li> <li>Undergraduate students</li> </ul>   | <ul style="list-style-type: none"> <li>FILA students can only apply for the Manyo International Dormitory.</li> </ul>       |
| Soshun Dormitory              | <ul style="list-style-type: none"> <li>International students: approx. 30%</li> <li>Japanese students: approx. 70%</li> </ul> | Twin bedroom   | Inside campus               | By yourself | 50,000 JPY   | 154,000 JPY                  | 308,000 JPY                   | <ul style="list-style-type: none"> <li>Non-degree students</li> <li>Undergraduate students (except FILA students)</li> </ul>                            |   |

## 【International Male Dormitories】

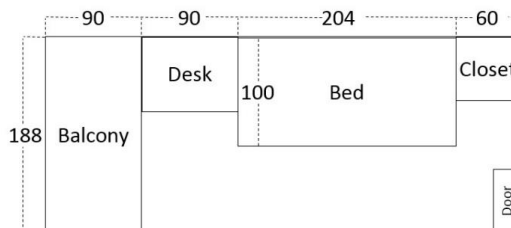
### ● Hoyu Dormitory International Block (Maximum capacity: 64 students)

- ◆ Western style room      ◆ Twin room
- ◆ Bedroom furniture      Bed, closet, chest, desk, chair, bookshelf, air conditioner
- ◆ Joint facilities      Bathroom (shower and tub), toilet, cafeteria, kitchen (induction stove, microwave, fridge), meeting room, lounge, Japanese style room, coin laundry machine and dryer, air conditioner
- ◆ Dormitory Fees      **Entrance Fee: 50,000 JPY**  
                                  **Living Fee: 159,000 JPY (one semester) / 318,000 JPY (one year)**
- ◆ Food expenses      **One year: 220,000 JPY**    ※The monthly payment is of 22,000 JPY  
                                  **※There is no meal service in the cafeteria in March and in August**
- ◆Address      1-483 Takiyama-cho, Hachioji-shi, Tokyo (outside campus - 20 minutes on foot)



### ● Takiyama International Dormitory (Maximum capacity: 400 students)

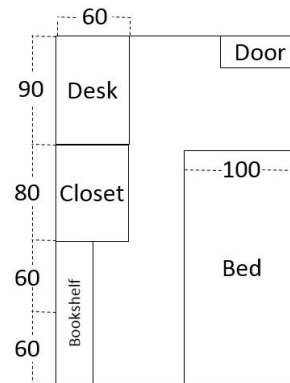
- ◆ Western style room      ◆ Single room
- ◆ Bedroom furniture      Bed, closet, chest, desk, chair, bookshelf, air conditioner
- ◆ Joint facilities      Bathroom, toilet, dining room, kitchen (microwave, fridge), multipurpose room, meeting room, lounge, coin laundry machine and dryer, air conditioner
- ◆ Dormitory Fees      **Entrance Fee: 50,000 JPY**  
                                  **Living Fee: 189,000 JPY (one semester) / 378,000 JPY (one year)**
- ◆ Food expenses      **One year: 220,000 JPY**    ※The monthly payment is of 22,000 JPY  
                                  **※There is no meal service in the cafeteria in March and in August**
- ◆Address      1-236 Tangi-machi, Hachioji-shi, Tokyo (inside campus)



## 【International Female Dormitories】

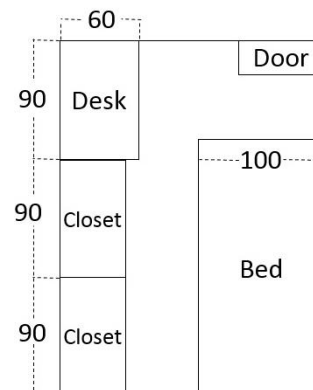
### ● Cosmos Dormitory (Maximum capacity: 80 students)

- ◆ Western style room      ◆ Single room
- ◆ Bedroom furniture      Bed, closet, chest, desk, chair, bookshelf
- ◆ Joint facilities      Bath room, toilet, kitchen (IH stove, microwave oven, fridge, rice cooker)  
meeting room, lounge, Japanese style room, coin laundry machine and dryer, air conditioner
- ◆ Dormitory Fees      Entrance Fee: 50,000 JPY  
Living Fee: 173,000 JPY (one semester) / 346,000 JPY (one year)
- ◆ Address      1-582-1 Takiyama-cho, Hachioji-shi, Tokyo (outside campus - 20 minutes on foot)



### ● Sunflower Hall (Maximum capacity: 40 students)

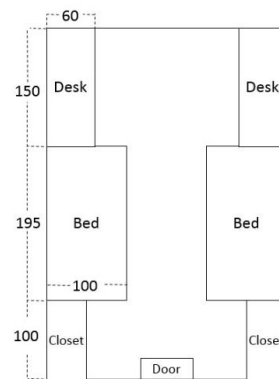
- ◆ Western style room (carpet)      ◆ Single room
- ◆ Bedroom furniture      Bed, closet, chest, desk, chair, bookshelf
- ◆ Joint facilities      Bath room, toilet, kitchen (gas stove, microwave oven, fridge, rice cooker)  
meeting room, lounge, Japanese style room, coin laundry machine and dryer, air conditioner
- ◆ Dormitory Fees      Entrance Fee: 50,000 JPY  
Living Fee: 173,000 JPY (one semester) / 346,000 JPY (one year)
- ◆ Address      3-101-1 Tangi-machi, Hachioji-shi, Tokyo (outside campus, 15 minutes on foot)





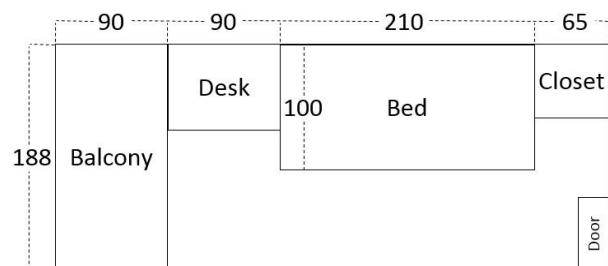
● **Soshun Dormitory (Maximum capacity: 90 students)**

- ◆ Western style room      ◆ Twin room
- ◆ Bedroom furniture      Bed, closet, chest, desk, chair, bookshelf
- ◆ Joint facilities Bathroom, toilet, kitchen (induction stove, microwave, fridge), meeting room, lounge, Japanese style room, coin laundry machine and dryer, air conditioner
- ◆ Dormitory Fees    Entrance Fee: 50,000 JPY  
                                  Living Fee: 154,000 JPY (one semester) / 308,000 JPY (one year)
- ◆ Address            1-236 Tangi-machi, Hachioji-shi, Tokyo (inside campus)

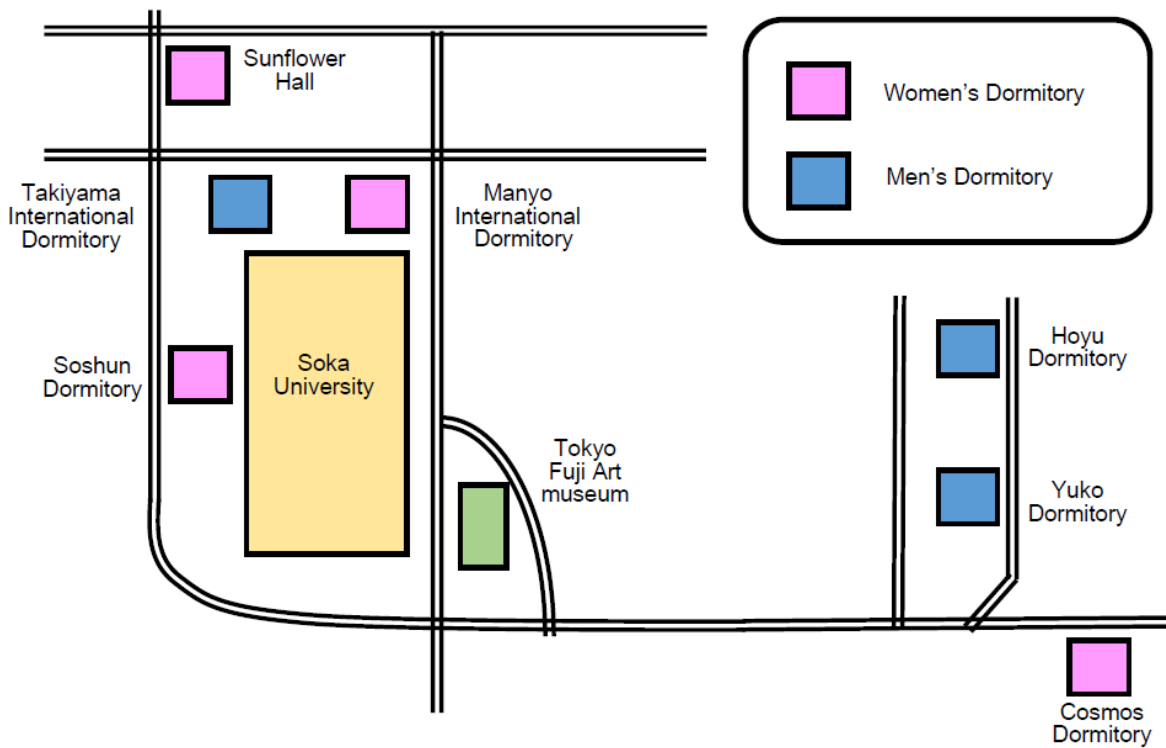
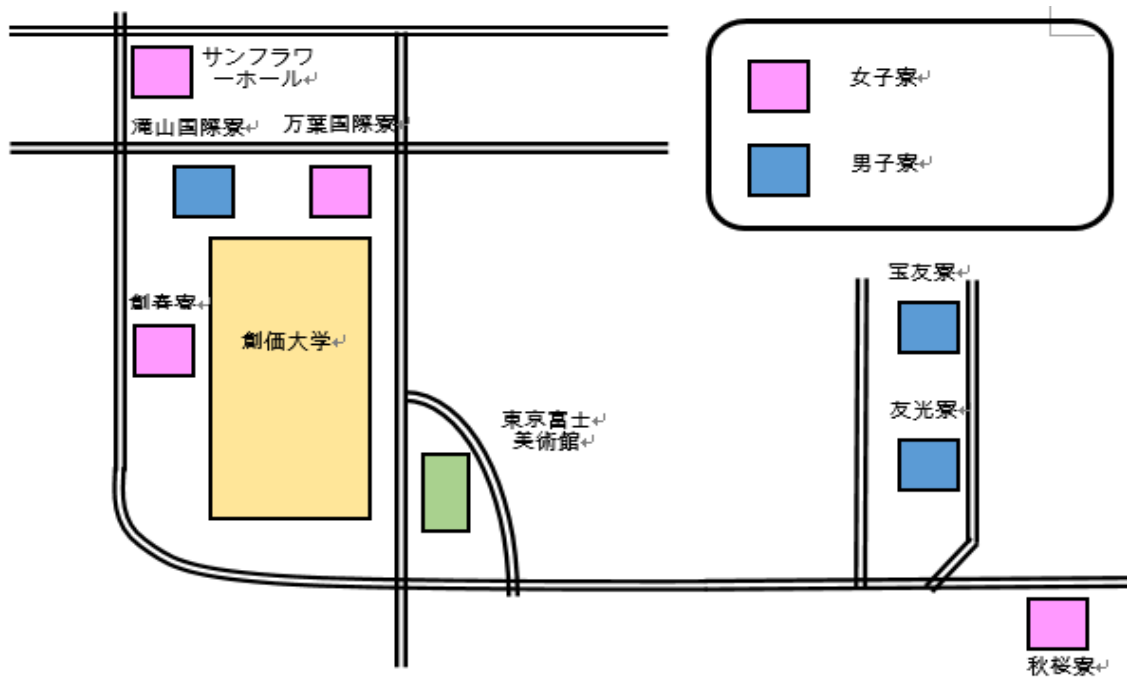


● **Manyo International Dormitory (Maximum capacity: 144 students)**

- ◆ Western style room      ◆ Single room
- ◆ Bedroom furniture      Bed, closet, chest, desk, chair, bookshelf
- ◆ Joint facilities Bathroom, toilet, kitchen (induction stove, microwave, fridge), meeting room, lounge, Japanese style room, coin laundry machine and dryer, air conditioner
- ◆ Dormitory Fees    Entrance Fee: 50,000 JPY  
                                  Living Fee: 189,000 JPY (one semester) / 378,000 JPY (one year)
- ◆ Address            1-236 Tangi-machi, Hachioji-shi, Tokyo (inside campus)



## 【Dormitories location】



## Dormitory Terms of Agreement for International Students

Soka University President      Yoshihisa Baba

Upon entering the dormitory in Soka University, I hereby agree to abide by the following terms:

1. I will follow all dormitory rules and regulations in order to engage in and contribute to a healthy dormitory life.
2. I understand and comply with the following rules:
  - Prohibited items
    - Items hazardous to health (drugs, chemicals, etc.), animals
    - Items that can cause fire (electric stoves, candles, etc.)
    - TVs, refrigerators, microwaves and other items already provided in the lounges
  - Vehicles
    - Four-wheeled vehicles and motorcycles are not permitted
    - If you were to possess a bicycle, it must be registered for theft prevention under your name
  - Visitors and smoking
    - Overnight guests, including family members, relatives, and friends, are not permitted
    - Visitors are permitted only until the dormitory curfew in the permitted areas
    - Smoking is prohibited inside the buildings.
3. If my actions as a resident are deemed inappropriate by the University and ordered to move-out, I will vacate within 2 weeks.
4. If I intentionally or inadvertently damage university or dormitory property, I will promptly pay the reimbursement fees.
5. I will cooperate and follow instructions necessary for dormitory management and operation, including those for fire and disaster prevention, health and sanitation, and others.
6. I will not use the lounges or rooms for anything other than their intended purpose and not make any modifications to them without proper consent. I will not let any non-residents stay overnight.
7. I will vacate the dormitory by the designated move-out date.

I, the undersigned, hereby agree to abide by these terms.

Year 2018 Month 9 Day 4

Dormitory: Hoyu Dormitory Student ID: 18XXXXX

Name: JOHN SOKA

Signature: JOHN SOKA

## Immigration Procedure

### Applying for the “Certificate of Eligibility for Resident Status”

#### About the arrival day

The Orientation Session (please refer to page 36) is scheduled to be held in the morning of Wednesday, September 5, therefore arrange your arrival to Japan before this day. Further, entrance in the dormitory will be available from Monday, September 3. Those arriving prior to this date must provide accommodations by themselves.

#### About the flight ticket booking

In case your Japanese student visa is delayed, your arrival to Japan will have to be postponed. Before booking a flight ticket, check carefully any fares related to change of day, etc. Furthermore, in case you have a connecting flight in a different country, a transit visa might be necessary, therefore, check all the requirements beforehand.

### ★Attention ! Apply for the “Permission to Other Activities”

#### About the “Permission to other activities” at the Immigration Inspection

**Caution: do not forget to apply for the “Certificate of Authorized Employment” during the immigration procedure at the airport!**

Those holding a “Student” visa willing to engage in part-time job or to do volunteer and other activities must apply for obtaining a permission called “**Permission to Engage in an Activity Other Than That Permitted by the Status of Residence Previously Granted**”. We recommend that you apply for the permit during your immigration inspection upon arriving at the airport since you can receive the permit on site. If the permission is granted, your Residence Card will be stamped as below:



Front



Back

### Airport pick-up service

Newly admitted students requesting pick-up service within the dates announced below must arrive either in the Narita or Haneda airport on the dates written below. Soka University will provide shuttle buses (free) leaving from both airports to the campus, therefore **please book a plane ticket that arrives early enough to take the bus.**

**Pick-up service days: September 3 and 4, 2018**

Furthermore, before submitting your Arrival Information, check the bus departure timetable and indicate which bus you would like to take. It takes about **2 hours** from the airport arrival to the meeting point, including immigration procedure and luggage claim lines. Therefore, choose your bus considering all these factors. Note that in case your plane arrival is delayed, you may not be able to take the desired bus.

**About the Shuttle Bus**

The shuttle bus timetable and meeting point are available below. Please gather at the meeting point at least 15 minutes prior to the bus departure. Soka University staff will be there to conduct you to the shuttle bus. Note the bus departure time may vary according to traffic conditions. Further, the bus from Narita airport to Soka University takes about 2 hours, and from Haneda airport it takes 1,5 hour.

※ **Only newly admitted students are allowed to take the shuttle bus. Relatives and others must provide their own transportation from the airport.**

**University shuttle bus departure time table**

**Narita Airport ⇒ Soka University.**

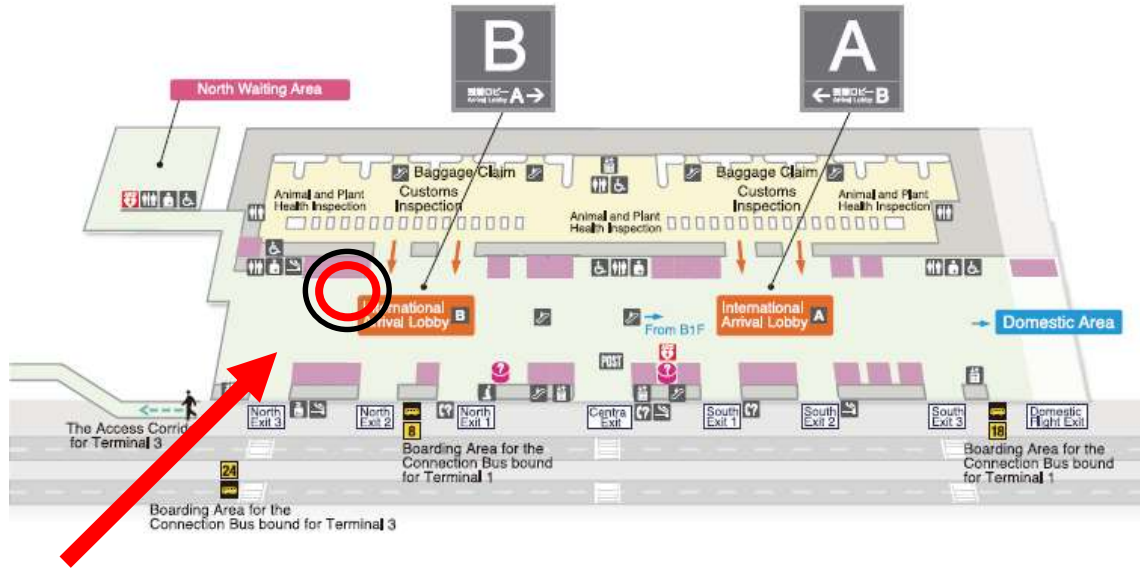
|                              |                |                |                |
|------------------------------|----------------|----------------|----------------|
| Terminal 2<br>Departure time | <u>12 : 00</u> | <u>16 : 00</u> | <u>19 : 00</u> |
| Terminal 1<br>Departure time | <u>12 : 15</u> | <u>16 : 15</u> | <u>19 : 15</u> |

**Haneda Airport ⇒ Soka University**

|  |                |                |
|--|----------------|----------------|
| International Terminal<br>Departure time | <u>12 : 00</u> | <u>18 : 30</u> |
|--|----------------|----------------|

# Narita Airport meeting point

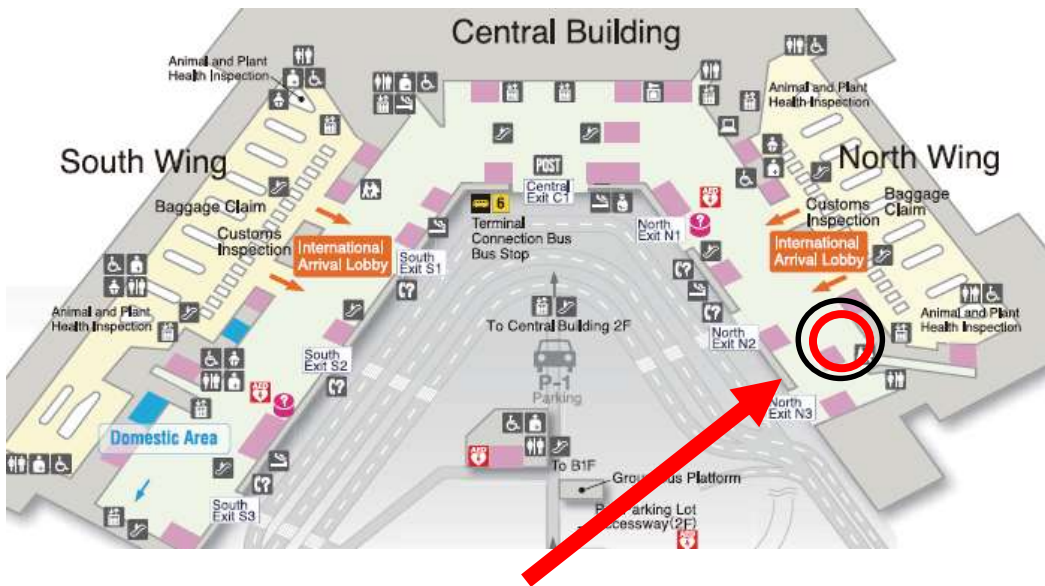
- **Terminal 2**  
**Terminal 3** (Those arriving at Terminal 3 must move to Terminal 2)



## Terminal 2:

Meet at the area near the chairs on your right-hand side after coming out from the International Arrival Lobby B (circled in red).

- **Terminal 1**

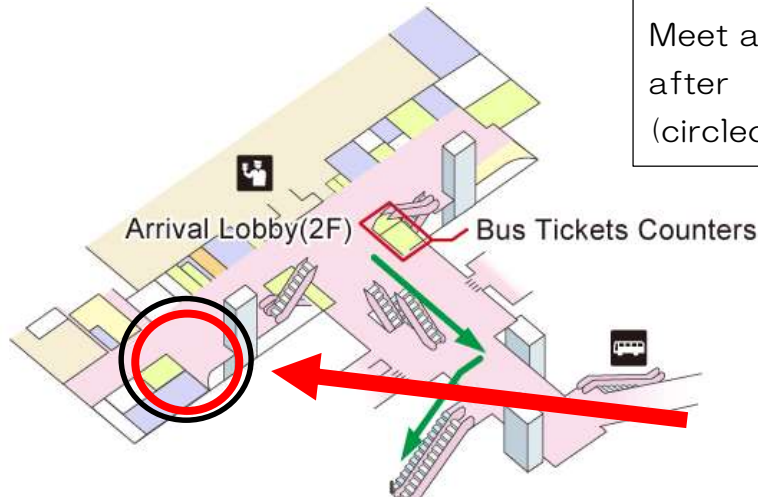


## Terminal 1

Meet at the area near the chairs on your left-hand side after coming out from the North Wing International Arrival Lobby (circled in red).



## Haneda Airport meeting point (International Terminal)



International Terminal Arrival Lobby:  
Meet at the elevator in the right side  
after leaving the Arrival Lobby,  
(circled area).

### Coming to Soka University by yourself

Those who will not use the pick-up service at the airport and will come to Soka University by themselves are requested to fill-in the “Arrival Information” questionnaire (Google Form) and inform their expected day and time of arrival at the dormitory. Please note that the dormitory admission will be on September 3 or 4.

**Please arrive in the dormitory by no later than 19:00**

**You will be responsible for all transportation fees.**

### From the airport to Hachioji Station

#### By Limousine Bus

| Embarking place          | Bus fare                                     | Approximated duration                        |
|--------------------------|--|--|
|                          | JR Hachioji station<br>Keio Hachioji station | JR Hachioji station<br>Keio Hachioji station |
| Narita Airport<br>(T1~3) | 3800 JPY                                     | 3 hours                                      |
| Haneda Airport           | 1750 JPY                                     | 2 hours                                      |

#### By Train

It is complicated to come from both Narita Airport and Haneda Airport to Hachioji Station by train, as you must transfer at least twice. The price differs according to the train line; however, it will be between 3,500 to 4,500 JPY, and will take approximately two hours.

## Reaching the dormitory from Hachioji station

It is recommended to go from Keio Hachioji or JR Hachioji stations to the dormitory by taxi. The taxi fare may be between 2,000 to 2,500 JPY.

### By Taxi

#### JR Hachioji station



#### Keio Hachioji station

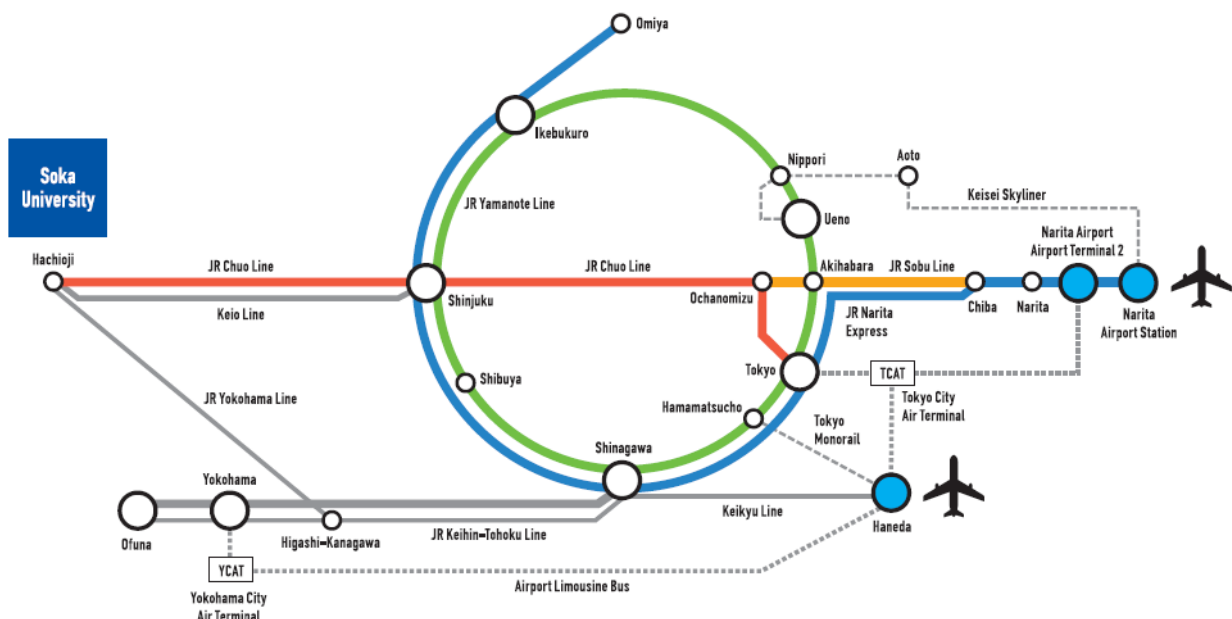




## By bus

In case you are planning to arrive at the dormitory by bus, please carefully check the departing platform and arriving bus stop beforehand.

| Dormitory              | Bus platform  |             | Destination                                       | Bus stop to get off      | From bus stop to the dormitory (walking time) |
|------------------------|---------------|-------------|---|--------------------------|---|
|                        | Keio Hachioji | JR Hachioji |   |                          |   |
| Hoyu                   | 4             | 12          | Soka University Circulation (via Hiyodori Tunnel) | Tenjinmae                | 7 minutes                                     |
| Takiyama International | 4             | 12          | Soka University Circulation (via Hiyodori Tunnel) | Soka University Eikomon  | 5 minutes                                     |
| Cosmos                 | 4             | 12          | Mitsuidai or Tobuki                               | Babayato                 | 6 minutes                                     |
| Sunflower Hall         | 4             | 11          | Soka University Circulation (via Hiyodori Tunnel) | Zentarosaka-shita        | 3 minutes                                     |
| Manyo International    | 4             | 12          | Soka University Circulation (via Hiyodori Tunnel) | Soka University Sodaimon | 7 minutes                                     |
| Soshun                 | 4             | 12          | Soka University Circulation (via Hiyodori Tunnel) | Soka University Eikomon  | 2 minutes                                     |



Hachioji Station ⇒ Soka University:

From “Keio Hachioji” Bus stop, Platform ④

From “Hachioji Station North Exit” Bus stop, Platforms ⑪ or ⑭

To Soka University Seimon (Main Gate): 16 号 06, ㇿ 02

To Soka University Sodaimon: 16 号 06, ㇿ 04

To Soka University Eikomon: 16 号 06, ㇿ 04

\*The bus fare from Hachioji station (both JR and Keio) to Soka University is of 310 JPY.

## About the Arrival Information

Please inform us your flight information after booking it, by accessing the URL below and filling in the flight information in the Google Form. In the questionnaire, you will have to inform your arriving airport, as well as if you are willing to have the pick-up service or not (if so, please indicate the desired time). Fill in the form even if you do not wish to use the pick-up service.

### “Arrival Information” questionnaire:

Japanese/English: <https://goo.gl/forms/dT9nmLCd9yP0Iptu1>



Deadline: Friday, June 29, 2018

## Emergency Contact

Soka University address: 1-236 Tangi-cho, Hachioji-shi, Tokyo

International Affairs Office: Soka University Global Square bldg. 6<sup>th</sup> floor

Telephone: 042-691-8230      Email: [intloff@soka.ac.jp](mailto:intloff@soka.ac.jp)

Working hours: Weekdays: 9:30 to 17:00 / Saturdays: 9:30 to 12:00

## Documents to be submitted

There are documents to be submitted by the time of admission, therefore, check carefully the documents listed below and submit them by the respective deadlines.

### ● Immunization Questionnaire on Measles **Before arrival**

It is mandatory to submit this document prior to admission, therefore, please do so before entering in Japan.

In 2007, measles were rampant among High School and College students in Japan. In order to prevent group contagion, students are required to gain sufficient immunity before entering college. Check carefully the information in the document attached and submit the questionnaire. The questionnaire is available in this booklet (p. 3x).

**Document: Immunization Questionnaire on Measles**

**Submission Deadline: Friday, June 29, 2018**

**Submit to: [welcome@soka.ac.jp](mailto:welcome@soka.ac.jp)**

### ● Agreement on Handling Personal Information **After arrival**

The submission of this form during the Orientation Sessions after you arrive is mandatory. We will send the documents before your departure to Japan, therefore, check all the documents.

Please sign and submit the documents after your arrival by the Orientation Sessions.

### ● Passport and Resident Card copies **After arrival**

In order to verify the enrollment information of all international students, it is mandatory to submit a copy of the following documents.

Further, you must submit your information after completing the immigration procedure at the airport, therefore, please provide a copy of the following documents and **submit them during the Student Life Orientation session to be held on Wednesday, September 5.**

- ① Passport (photo page)
- ② Page containing the entrance visa
- ③ Page containing the Landing Permission seal
- ④ Residence Card (you will receive it during the immigration process)

# Immunization for Measles and Rubella

For incoming international students,

In 2007, measles were rampant among high school and university students in Japan. In order to prevent group infection, students are required to gain sufficient immunity before entering college.

You are required to meet at least one of the following conditions before enrollment:

1. In the past, I received vaccination for measles and rubella twice or more each.
2. My antibody tests for measles and rubella were both positive, before the move-in.
3. In 2007 or after, I received vaccination for measles and rubella.
4. In 2007 or after, I was diagnosed with measles and rubella.

Frequently Asked Questions:

Q1. If I cannot receive vaccination due to allergies, what should I do?

- Please take antibody tests for measles and rubella.

Q2. If I were to take antibody tests for measles and rubella, what should I do next?

- If the test result is “negative”, “plus and minus”, or “positive and negative”, vaccination is required for each.

Q3. If I were to receive vaccinations at a medical institution (hospital, clinic, etc.), what should I do?

- Ask the medical institution before going whether the vaccinations are available. There are vaccines for “Measles”, “Rubella”, “MR vaccine (Measles and Rubella)”, “MMR vaccine (Measles, Mumps, and Rubella)”. If you take the MR vaccine or MMR vaccine, the vaccination can be done in one session.
- Depending on the medical institution, you may be recommended to take the antibody tests first. In that case, please take the antibody tests, and then please receive necessary vaccinations based on the results. The antibody tests refer to testing of whether you have immunity against the diseases. It can take several weeks or longer to get the results, so please consult the medical institution as soon as possible.
- If you keep a record of the medical checkups, it would be helpful for you.

Please submit this questionnaire by Friday, June 29, 2018

E-mail address: [welcome@soka.ac.jp](mailto:welcome@soka.ac.jp)

## Immunization Questionnaire on Measles and Rubella

2018

|   |   |
|---|---|
| <b>Name:</b><br><br><p style="text-align: center; color: blue;">John Soka</p>   | <b>Student ID number:</b><br><small>(to be completed after enrollment)</small><br><br><p style="text-align: center; color: blue;">80020XX</p> |
| <b>Your e-mail address:</b><br><br><p style="color: blue;">John.soka@xx.com</p>   | <b>Country or territory:</b><br><br><p style="text-align: center; color: blue;">USA</p>   |
| <b>Parent or guardian's name:</b> <b>Jack Soka</b>  | <b>Phone number:</b> <b>+1 234-567-8900</b>   |
| <b>Your dormitory and room number at Soka University, or address in Japan for those with housing:</b><br><br><p style="text-align: center; color: blue;">Hoyu Dormitory</p> |   |

Check the corresponding boxes and fill in the information. If you have questions regarding (1) – (4) below, please consult a medical institution.

- (1) Vaccinations you have received:
- MR (Measles and Rubella) vaccine ..... Date: **2018 / 05 / 20**    Date: year / month / date
  - MMR (Measles, Mumps, and Rubella) vaccine ..... Date: year / month / date    Date: year / month / date
  - Measles vaccine ..... Date: year / month / date    Date: year / month / date
  - Rubella vaccine ..... Date: year / month / date    Date: year / month / date
  - None of the above

- (2) Antibody test for Measles:
- + (positive)
  - (negative)
  - ± (plus and minus / positive and negative)
  - I did not take the test
- }    Date: **2018 / 05 / 30**

- (3) Antibody test for Rubella:
- + (positive)
  - (negative)
  - ± (plus and minus / positive and negative)
  - I did not take the test
- }    Date: **2018 / 05 / 30**

- (4) If you did not receive vaccines mentioned in (1), answer your reasons:
- The antibodies I have are + (positive)
  - Other reasons: \_\_\_\_\_

Ministry of Education, Culture, Sports, Science and Technology requires that students report the following before entering college. Refer to your medical history and answer the following questions. If you are not sure about your answer, check “Unknown”.

- (5) Were you ever diagnosed with measles in the past?
- Yes       No       Unknown
- (6) How many times in total, including this time, have you received vaccination for Measles? Include the MR (Measles and Rubella) and MMR (Measles, Mumps, and Rubella) vaccine in the count.
- Never       Once       Twice or more       Unknown

With my signature below, I affirm that I have fully understood the importance and necessity of the vaccination, and the information provided above is true and accurate.

Signature:           **JOHN SOKA**          

Date:           **2018/06/10**

Prospective students and guardians,

**Regarding the handling of personal information at Soka University:**

Congratulations on your admission to Soka University. On behalf of all those concerned, I would like to express our heartfelt felicitations.

Soka University (hereinafter referred to as “the university”), in accordance with the Act on the Protection of Personal Information (the law regarding the protection of personal information) fully implemented on April 1, 2005, will handle personal information in the manner explained below.

In consideration of the university’s involvement in handling a range of personal information as an educational institution and the importance of handling such information appropriately, we have established a set of internal regulations (please see the supplementary reference material titled “On handling the protection of personal information”). We strictly follow the law when handling the personal information of the university’s students and their custodians (hereinafter referred to as “students et al.”)

The personal information of the students et al. will be mainly used for the purposes stated in “I. How We Use the Personal Information of Students et al.”

In addition, as stated in “II. Sharing Personal Information of Students et al. with Third Parties,” we may provide the personal information of students et al. to a third party in order to facilitate the administration of the university. With regard to this point, we request your cooperation and ask that you agree to sign the attached agreement. If you do not wish to sign, please submit your reason in written form.

For inquiries regarding the protection of personal information of students et al., please contact the counseling office below.

Sincerely yours,

Yasunori Tashiro  
Chairman  
Soka University

|  |
|--|
| Counseling Office for the Protection of Personal Information:<br>General Affairs Office, General Affairs Department<br>Tel: (Direct Line) 042-691-2215<br>Office Hours: Weekdays 9:00 a.m. ~ 5:00 p.m. |
|--|

## I. How we use the personal information of students et al.

### 1. Personal information acquired at the time of admission, and its utilization

The university will acquire the following personal information about students et al.

| Items  | Content  |
|--|--|
| Documents providing personal information to the university for admission | <ul style="list-style-type: none"> <li>(1) Student Report Card</li> <li>(2) Student card sheet</li> <li>(3) Admission fee</li> <li>(4) National Center for University Entrance Examinations admission slip (if applicable)</li> <li>(5) Certificate of Graduation</li> <li>(6) Housing Request Form</li> <li>(7) Residence Card</li> <li>(8) Entry visa</li> <li>(9) Immunization for Measles and Rubella Questionnaire</li> <li>(10) University register card</li> <li>(11) Pledge</li> <li>(12) Dormitory Pledge</li> <li>(13) Housing Questionnaire</li> <li>(14) Entry visa</li> <li>(15) Statement of Financial Eligibility</li> </ul>  |
| Personal information   | <ul style="list-style-type: none"> <li>(1) Name</li> <li>(2) Gender</li> <li>(3) Date of birth</li> <li>(4) Faculty/ Department</li> <li>(5) Year of admission</li> <li>(6) Nationality and place of birth</li> <li>(7) Head shot</li> <li>(8) High School (including High School Certificate exam results), graduation date, and major (if any)</li> <li>(9) Current address and telephone</li> <li>(10) Permanent address and telephone</li> <li>(11) Custodian's name, gender, current address, telephone number, and place of work</li> <li>(12) Family structure</li> <li>(13) Evidence of financial support (for those who wish to live in the dorm)</li> <li>(14) Password for issuing certificates and using on-campus services</li> <li>(15) Vaccination history</li> <li>(16) Date of arrival in Japan</li> <li>(17) Passport number</li> <li>(18) Foreign resident number</li> <li>(19) First language (second language)</li> <li>(20) Sports or hobbies, religion, and health condition</li> </ul> |

|                                      |  |
|--------------------------------------|--|
| Selection of materials and their use | <ul style="list-style-type: none"> <li>·For university register &amp; transfer of registration</li> <li>·For administration of foreign residents (documents to be submitted to the Japanese Immigration Bureau, etc.)</li> <li>·For confirmation of certification as a foreign resident, and university registration</li> <li>·For producing university register, certification, student certification, statistics, and delivery of communication materials</li> <li>·For delivery to custodians of documents related to scheduled enrollment</li> <li>·For producing a database for university fees and receipt of money, and for production of slips</li> <li>·For confirmation of certification to use the library and to provide user services</li> <li>·For production of selection materials and other materials related to dormitory administration and communication purposes</li> <li>·For production of selection materials and other materials related to scholarship administration and communication purposes</li> <li>·For delivery of university's public relations materials</li> <li>·For production of Soka Alumni database and communication purposes</li> <li>·For production of university badge and communication purposes</li> <li>·For health and safety management</li> <li>·For Institutional Research (IR)</li> <li>·For other purposes including communication from the university</li> <li>·For providing certain personal information to Sogaku Services</li> <li>·For collection of information on student's condition in determining rooming for dormitory</li> <li>·For determination of menus for welcome gatherings &amp; school trips</li> </ul> |
|--------------------------------------|--|

## 2. Personal information acquired while you are enrolled, and its use

The university will, during the period when you are enrolled, acquire the following personal information, and will utilize it accordingly.

| Item   | Personal information acquired  | How it's used   |
|--|--|---|
| Related to university register, curriculum, academic records and accreditation | (1) Course registration<br>(2) Attendance in each course<br>(3) Academic record for each course and evaluation of regular examinations, etc.<br>(4) Acquisition of credits<br>(5) Registration of teacher training course<br>(6) Qualifications acquired during enrollment<br>(7) Results of consultation regarding curriculum and academic record | <ul style="list-style-type: none"> <li>·To assist in providing educational guidance related to study or research</li> <li>·To track academic records, credits, certification of completion, and various other materials</li> <li>·To assist in communicating necessary matters related to school affairs, such as higher education and employment</li> <li>·To utilize student portfolio</li> <li>·For Institutional Research (IR)</li> <li>·For administration of enrolled foreign students</li> </ul> |
| Related to facilities and equipment  | (1) Library usage<br>(2) Personal email address, computer ID<br>(3) Use of other facilities  | <ul style="list-style-type: none"> <li>·To process and communicate procedures for using the library and resources</li> <li>·To obtain an understanding of student needs or trends regarding the library's book collection and other facilities. Also for planning and producing of materials needed for carrying out these activities.</li> <li>·To support study/research</li> <li>·To utilize student portfolio</li> <li>·For Institutional Research (IR)</li> </ul>                                  |



|  |  |  |
|--|--|--|
| <p>Related to university fees and scholarships</p> | <p>(1) Payment of university fees, etc.<br/> (2) Selection and acceptance of scholarships provided by the university or other institutions.<br/> (3) Procedures and schedules on returning the scholarship</p>   | <p>-To request or communicate matters related to school fees, etc.<br/> -To communicate materials and information on selection of scholarship recipients<br/> -To process the various procedures including returning of scholarship<br/> -To process various procedures related to scholarship including consultations and guidance<br/> -For Institutional Research (IR)<br/> -For administration of enrolled foreign students</p>  |
| <p>Related to health management</p>                | <p>(1) Results of physical check up<br/> (2) Subjects of consultation at the health center<br/> (3) Matters discussed at student counseling room</p>   | <p>-To implement and provide information on daily healthcare<br/> -To produce selection materials for study abroad screening<br/> -To produce statistical materials (anonymous) for studying measures related to the healthcare of the university's students<br/> -For Institutional Research (IR)</p>   |
| <p>Related to welfare</p>                          | <p>(1) Information obtained from various applications, notifications, reports, etc.<br/> (2) Information on extracurricular activities, clubs, volunteer activities, etc.<br/> (3) Information on vehicles, insurance policies, driver's licenses for vehicle registration.<br/> (4) Information to certify identification such as foreign resident registration, permit for unqualified activities, visa, etc.<br/> (5) Photograph (for identification, etc.)<br/> (6) Photographs, images, sounds, etc. taken during classes, extracurricular activities, and various other events</p> | <p>-To support and communicate necessary matters related to on-campus guidance<br/> -To support and communicate necessary matters related to on-campus welfare procedures<br/> -To be attached to student ID's, for school affairs and education, and for providing guidance and off-campus protection, etc.<br/> -After obtaining the consent of each student, to promote public relations through the university's on-campus magazines, brochures, campus guide, entrance requirements, PR videos, and website, etc.<br/> -To utilize in the student portfolio<br/> -For administration of enrolled foreign students</p> |
| <p>Related to career options and job placement</p> | <p>(1) Information on career and job placement<br/> (2) Information on career support card<br/> (3) Information on career related consultation</p>   | <p>-To provide information on students' career path<br/> -For providing consultation and guidance on career options<br/> -To produce statistical materials to consider measures on job placement<br/> -To manage information necessary for supporting students' career path and career options.<br/> -To utilize in the student portfolio<br/> -For Institutional Research (IR)</p>  |

### 3. Personal information acquired after you graduate, and its use

The university will, after you graduate, acquire the following personal information, and will utilize it accordingly.

| Item   | Personal information acquired  | How it's used   |
|--|--|---|
| Alumni Meeting<br>(Soka Alumni<br>Association<br>(Soyu-kai),<br>Kaiyu-kai) | ① Name<br>② Gender, Birth year/month/date<br>③ Address, phone number<br>④ Place of employment, phone number<br>⑤ History of donations<br>⑥ Family member's and guardian's name, address, contact information | -For delivery to custodians of documents related to scheduled enrollment<br>-For delivery of documents related to donation services<br>-To rely on support of enrolled students who are job-hunting.<br>-In order to request the cooperation of public relations activities of Soka Alumni Association<br>-To manage the member database used for the office system<br>-To communicate and deliver papers relating to returning of scholarships.<br>-To provide personal data relating the returning of scholarships of the enrolled students to the third party.<br>-For production of the family member's and guardian's, (Kaiyu-kai) database and communication purposes<br>-For Institutional Research (IR) |

## II. Sharing Personal Information of Students et al. with Third Parties

1. Matters deemed beneficial for the student's education and guidance, such as academic record, attendance, accreditation, certification of completion, etc. will be provided to the student's custodian or guarantor.
2. Students' academic records and accreditation will be provided to institutions of higher education and employment.
3. If required by a medical institution when a student is hurt or sick, or as a result of a physical examination, matters discussed in the student counseling room or sick room, medical histories obtained from high school, and health matters that require attention will be provided to the relevant medical institution.
4. Photographs, images, or sounds recorded during class, extracurricular activities, and various other events may be used for the university's education or PR activities, and may be provided to a third party.
5. Students' names and registration numbers will be provided to the student association, club federation, and executive council of all dormitories as deemed necessary.

6. When deemed necessary for a student's education, his or her name, address, etc. may be provided to organizations that support the university, such as Sogaku Services.
7. Results of students advancing to higher education or employment will be included anonymously in brochures or in reference materials for the guidance of younger students, or will be distributed to them.
8. If related to returning scholarships of the enrolled students, his or her name, address, etc. may be provided to the scholarship organizations.

# On handling the protection of personal information

## (Reference material)

At Soka University (hereinafter “the university”), we maintain a database of personal information that is deemed necessary for university administration. The information relates to students, entrance examinees, custodians, members of the faculty, and all those concerned.

In accordance with the law on the protection of personal information implemented in April 2005, while strictly following the rules and regulations, as well as the policies set forth by the Minister of Education, Culture, Sports, Science and Technology of Japan, the university endeavors to protect all personal information. For this purpose, the university is implementing an internal set of rules (Soka University Regulations for the Protection of Personal Information) regarding the acquisition, management, utilization, disclosure and provision of personal information. We also endeavor to protect and appropriately use personal information by holding training sessions for members of the faculty and the entire university.

At the same time, we constantly evaluate and make revisions necessary for upholding the rules and the ordinance.

### **Obligations of faculty members**

Current and past members of the faculty are not allowed to disclose or unduly use personal information acquired through school affairs. Person doing so may be prosecuted.

### **System for protecting personal information**

For appropriate management and protection of personal information, the university has appointed one of its trustees to supervise the handling of personal information. We also have appointed personnel in every faculty and department to maintain the protection of personal information.

In addition, we have established a “Soka University Information Management Committee” for deliberation on important matters related to the protection of personal information. This committee holds discussions whenever required.

### **How we use personal information**

When dealing with personal information required for education or research, we specify the purpose of its use and endeavor to keep its use within the range specified.

### **How we acquire personal information**

The university acquires personal information within the required range of utilization in a justifiable way. In case of acquisition of personal information, the purpose of utilization will be disclosed to the relevant person. When the purpose of utilization is changed, the relevant person will be notified.

### **Maintaining accurate personal data safely**

The university will continue to update accurate personal data. Moreover, we take necessary measures to prevent leakage, displacement and damaging of personal data.

The university will appropriately instruct and supervise members of the faculty in the handling of personal data. If assigning an outside contractor to deal with the university's data whether in whole or in part, we will take necessary precautions to protect personal information, while at the same time providing such contractor with necessary instructions and supervision.

### **Restrictions on disclosure to third parties**

The university will not provide personal data to any third party without the consent of the relevant person. However, in exclusive cases, when legally required, we will abide by the law.

### **Sharing use of personal data with Soka Alumni Association**

Under the statement, "Act on the Protection of Personal Information" (Article 23, Paragraph 4, No. 3), the university and the Soka Alumni Association will share personal data of the graduate's.

(Items shared with the Soka Alumni Association)

Name, Gender, Birth year/month/date, Address, Phone number, Place of employment/phone number, History of donations, Family member's and guardian's name/address/contact information.

(Range of party utilizing these items)

## Soka University and Soka Alumni Association

(Purpose of use between the parties)

- ① For delivery to custodians of documents related to scheduled enrollment
- ② For delivery of documents related to donation services
- ③ To rely on support of enrolled students who are job-hunting.
- ④ In order to request the cooperation of public relations activities of Soka Alumni Association
- ⑤ To manage the member database used for the office system
- ⑥ To communicate and deliver papers relating to returning of scholarships.
- ⑦ To provide personal data relating the returning of scholarships of the enrolled students to the third party.
- ⑧ For production of the family member's and guardian's, (Kaiyu-kai) database and communication purposes
- ⑨ For Institutional Research (IR)

(The names of the ones who are responsible of managing the personal data)

Soka University--- Person in charge of the overall personal information of Soka University, as well as, personal information manager of each organization.

Soka Alumni Association--- Executive Office of Soka Alumni Association.

### **Disclosing, revising, and suspending utilization of personal data**

It is possible to demand that student data acquired by the university be disclosed. In the same way, it can also be revised, added to, or deleted, and its use can be suspended or cancelled.

Upon receipt of such a request, the university will promptly respond in accordance with the law and notify the relevant person of the result.

### **You can obtain a request form for disclosure, etc and submit it at the following offices:**

- (1) For students of Bekka (intensive Japanese language program) and exchange students: International Section
- (2) For faculty members: Personnel Section, Personnel Department
- (3) For others: the organization holding the personal data
- (4) This requires the confirmation of the relevant person and therefore requires a copy of that person's student ID or license. A handling charge of ¥500 is required for disclosure.

If a special procedure is required for outputting the data, further expense may be incurred.

● Inquiries

If you have any questions or need further information, please contact:

General Affairs Section, General Affairs Department  
Soka University  
Address: 1-236 Tangi-cho, Hachioji, Tokyo, 192-8577  
Tel: 042-691-2215  
Fax: 042-691-9300  
Office hours: Weekdays 9:00~17:00

**Sample**

Please turn in this form after entering the dormitory.

## Agreement

Addressed to Yasunori Tashiro,

Chairperson of the Board of Trustees, Soka University:

On being enrolled at Soka University and understanding the distributed

“I. How We Use the Personal Information of Students et al.” I hereby agree to matters discussed in the attached “II. Sharing Personal Information of Students et al. with Third Parties.”

Year:

Month:

Day:

Student ID:

---

Student Name:

(seal)

---



2018年秋学期ガイダンススケジュール  
Orientation Schedule for Fall Semester, 2018

|                     |  | 学部生<br>Undergraduate<br>Students  | 指定校推薦生<br>Recommended<br>Students from<br>Partner Schools | 別科特別履修生<br>Non-Degree Students | 編入学生<br>Transfer Students | 交換留学生<br>Exchange Students   | 大学院生<br>Graduate Students |
|---------------------|--|---|---|--------------------------------|---------------------------|--|---------------------------|
| 9/3 Mon,<br>9/4 Tue | 来日 Residence Hall Move In  | ○   | ○   | ○                              | ○                         | ○  | ○                         |
| 9/5<br>Wed          | 生活ガイダンス Student Life Orientation<br>※持ち物:パスポートと在留カード<br>※Please bring your passport and resident card  | ○   | ○   | ○                              | ○                         | ○  | ○                         |
|                     | キャンパスツアー 中央教育棟1階ロビー集合<br>Campus Tour @ Global Square 1st Floor Lobby   | ○   | ○   | ○                              | ○                         | ○  | ○                         |
|                     | 各種書類回収 Turn-in paperworks (passport copy, resident card copy, etc)<br>パスポートのコピー、在留カードのコピー、その他  | ○   | ○   | ○                              | ○                         | ○  | ○                         |
|                     | 留学生寮の入寮式 Dormitory Welcome Meeting<br>※国際学生寮はそれぞれの日程で行われます。<br>*Welcome Meeting will be held separately for the International Dormitories. (excludes Manyo International and Takiyama Internatoinal)           | ○   | ○   | ○                              | ○                         | ○  | ○                         |
| 9/6<br>Thu          | 日本語クラス分けテスト<br>Japanese Language Class Placement Test  | ○   | ○   | ○                              | ○                         | ○  | ○                         |
|                     | 奨学金ガイダンス Scholarship Orientation for Exchange students<br>※奨学金を受給する交換留学生と指定校推薦生は参加して下さい。<br>※This is for Exchange Students & Partner School Recommended Students who receive scholarship from SOKA University. |   | ○   |                                |                           | ○<br>(奨学金受給者のみ)<br>(Only for students who are receiving scholarship) |                           |
|                     | 編入学生・指定校生ガイダンス<br>Transfer Students & Students Admitted Upon Recommendation Orientation  |   | ○   |                                | ○                         |  |                           |
| 9/7<br>Fri          | 予備日  |   |   |                                |                           |  |                           |
| 9/8 Sat,<br>9/9 Sun | 休日 Day off   |   |   |                                |                           |  |                           |
| 9/10<br>Mon         | 銀行口座開設<br>Opening a Bank Account   | この他、銀行口座の開設や、携帯電話の契約等、日本での生活に必要な手続きを行って頂く期間になります。奨学金を受給する場合は、銀行口座の開設が必要になります。<br>Furthermore, in this period, you will be able to open a bank account, set a mobile phone contract and do other procedures that may help your life in Japan. In case you are a scholarship recipient, you must open a bank account.<br>●大学に依頼してふとんを購入した方は、ふとん代の支払いをお願いします。<br>Those who applied for the purchase of bedding set, please submit the payment on this day. |   |                                |                           |  |                           |
| 9/12<br>Wed         | 布団代支払い<br>Payment for Futon<br>※対象: アンケートで布団を購入した人<br>※This is for those who purchased through pre-survey  |   |   |                                |                           |  |                           |
| 9/11<br>Thu         | 別科生実カテスト   | ○   |   |                                |                           |  |                           |
| 9/12<br>Wed         | 学部・大学院生留学生奨学金申請ガイダンス<br>Scholarship Orientation for Undergraduate school students and Graduate school students   | ○   |   |                                |                           |  | ○                         |
| 9/13<br>Thu         | 履修ガイダンス Class Registration Orientation   |   |   | ○                              |                           | ○  |                           |
|                     | 特別履修生面接 Interview for Non-Degree Students  |   |   | ○                              |                           |  |                           |
|                     | 歓迎パーティー 場所:ニュープリンスホール<br>Welcome Dinner @New Prince Hall   | ○   | ○   | ○                              | ○                         | ○  | ○                         |
| 9/14<br>Fri         | 授業開始 Classes start   |   |   |                                |                           |  |                           |
|                     | 健康診断(女子のみ) Health check (female students only)   | ○   | ○   | ○                              |                           | ○  | ○                         |
|                     | 健康診断(男子のみ) Health check (male students only)   | ○   | ○   | ○                              |                           | ○  | ○                         |

●9月17日は祝日ですが授業を実施します。  
Please note September 17 is a holiday but classes will be held

●これは留学生ガイダンスの一覧です。学部と大学院の手続きのためのガイダンスも別にありますので、今後の案内をよく確認し参加してください。  
This orientation schedule is for international students.  
For undergraduate/graduate school students, please see the correspondent schedule for additional orientations.

# Immunization Questionnaire on Measles and Rubella 2018

|   |   |
|---|---|
| <b>Name:</b>  | <b>Student ID number:</b><br>(to be completed after enrollment) |
| <b>Your e-mail address:</b>   | <b>Country or territory:</b>                                    |
| <b>Parent or guardian's name:</b>   | <b>Phone number:</b>  |
| <b>Your dormitory and room number at Soka University, or address in Japan for those with housing:</b> |   |

Check the corresponding boxes and fill in the information. If you have questions regarding (1) – (4) below, please consult a medical institution.

- (1) Vaccinations you have received:
- MR (Measles and Rubella) vaccine ..... Date: year / month / date    Date: year / month / date
  - MMR (Measles, Mumps, and Rubella) vaccine ..... Date: year / month / date    Date: year / month / date
  - Measles vaccine ..... Date: year / month / date    Date: year / month / date
  - Rubella vaccine ..... Date: year / month / date    Date: year / month / date
  - None of the above

- (2) Antibody test for Measles:
- + (positive)
  - (negative)
  - ± (plus and minus / positive and negative)
  - I did not take the test
- }    Date: year / month / date

- (3) Antibody test for Rubella:
- + (positive)
  - (negative)
  - ± (plus and minus / positive and negative)
  - I did not take the test
- }    Date: year / month / date

- (4) If you did not receive vaccines mentioned in (1), answer your reasons:
- The antibodies I have are + (positive)
  - Other reasons: \_\_\_\_\_

Ministry of Education, Culture, Sports, Science and Technology requires that students report the following before entering college. Refer to your medical history and answer the following questions. If you are not sure about your answer, check “Unknown”.

- (5) Were you ever diagnosed with measles in the past?
- Yes       No       Unknown
- (6) How many times in total, including this time, have you received vaccination for Measles? Include the MR (Measles and Rubella) and MMR (Measles, Mumps, and Rubella) vaccine in the count.
- Never       Once       Twice or more       Unknown

With my signature below, I affirm that I have fully understood the importance and necessity of the vaccination, and the information provided above is true and accurate.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_