



# Meiji SPSE Summer Program 2025

Explore Japan: Politics, Economy and Society!

**June 23** <sup>2025</sup> (MON)  
~ **July 11** <sup>2025</sup> (FRI)

The School of Political Science and Economics  
Meiji University, Tokyo, Japan

**Feel the spirit of Japan  
in the heart of Tokyo!**

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# Program Schedule

*MeijiSPSE Summer Program: Explore Japan: Politics, Economy and Society!*

	Mon	Tue	Wed	Thu	Fri	Sat	Sun
	June 23	June 24	June 25	June 26	June 27	June 28	June 29
Activities	Welcome Reception Campus Tour	Lecture 1	Lecture 2 & 3	Lecture 4	Lecture 5	Weekend Trip to Yamanaka Seminar House (1 night)	
	June 30	July 1	July 2	July 3	July 4	July 5	July 6
Activities	Free	Lecture 6	Lecture 7 & Field trip (Off-campus)	Lecture 8 & 9	Lecture 10	Free	Free
	July 7	July 8	July 9	July 10	July 11	July 12	July 13
Activities	Lecture 11	Lecture 12	Lecture 13	Lecture 14 & Field trip (Off-campus)	Farewell Reception		

- Most of the lectures and activities are held 9:00 ~ 16:00.
- The schedule is subject to change.



## Features of the program

- 12 lectures by faculty members of Meiji University.
- 2 Japanese language lectures for beginners
- 2 field trips (Tokyo Stock Exchange Tour, National Diet Tour)
- Weekend trip to Yamanaka Seminar House (Mt. Fuji Tour included)
- Welcome and Farewell receptions by “The Supporters” (SPSE student committee members)
- Japanese cultural activities and cultural exchange experience
- A certificate of completion will be issued for those who completed the whole program.

# Fees

**Total 40,000～75,000JPY \* (estimated)**

\* The final total fees will change depending on the number of participants.

## ■ Included

- Tuition fees for 14 lectures
- Class materials
- Field trips (except for public transportation fees)
- Weekend trip to Yamanaka Seminar House
- Reception fees
- Administration and miscellaneous charges
- Inbound insurance

## ■ Not included

- Accommodation
- Airfare to/from Japan
- Commuting fees
- Living and daily expenses during the program
- Fees for extracurricular activities outside the official schedule  
(e.g. sightseeing in Tokyo)
- Overseas travel insurance

# Payment Method

The program fees must be paid in full by credit card after you are officially accepted to the program. Payment instruction will be provided once your enrollment to the program is confirmed.

\*Transaction charges must be paid by a participant.

\*Payment deadline will be announced later (usually in mid April).

# Important Dates

(in application and admission process)



*Before acceptance:*

**December, 2024**

Application guidelines released



**January 15, 2025**

Nomination and application starts



**February 15, 2025**

Nomination deadline (from partner universities)



**February 15, 2025**

Submit "Online Application Form" (from an applicant)



**March 15, 2025**

Application deadline (from partner universities)



**By the end of March, 2025**

Notification of acceptance (from the SPSE to partner universities)



*After acceptance:*

**Mid-April, 2025**

Submit "Arrival Form" online



**Late April, 2025**

Payment of program fees (by credit card only acceptable)



**June 22, 2025 or earlier**

Arrive in Japan and check-in to the accommodation



**June 23, 2025**

Program starts!!

\* Only for those who prefer to apply for a hotel which Meiji University reserves for the program participants.

# How to Apply



## Application steps:

Steps	What to do
1	Contact the faculty or administrative staff at your home university to apply for the program.
2	<b>Your home university will nominate students to Meiji University</b> with a designated form.
3	<b>Apply online</b> from the link below: <a href="https://forms.office.com/r/skxFyzwhuc">https://forms.office.com/r/skxFyzwhuc</a>
4	<b>Submit all the application materials</b> listed below to your home university. The faculty or administrative staff will send us the application materials to Meiji University.
5	Meiji University will screen the submitted application documents
6	Meiji University will inform the result of screening through your home university.



## List of the documents to be submitted:

For 2025 program, please complete **Online Application Form** first, and then scan documents (B, C, D-1, and D-2) and submit the scanned data to your home university.

\*The data should be sent from faculty/staff of the sending institution, not from each applicant.

#	Documents	Notes
A	Application Form (Online application)	<a href="https://forms.office.com/r/skxFyzwhuc">https://forms.office.com/r/skxFyzwhuc</a>
B	Pledge (PDF)	Both <u>applicant's hand-written signature</u> and <u>the hand-written signature of the guardian</u> are required.
C	Official transcript of your home university (PDF)	
D-1	A proof document of English proficiency (PDF)	The language proficiency test must be taken within 2 years before the day when you submit your application materials.
D-2	A letter of recommendation from your home university (PDF)	Necessary if the applicants do not meet the language requirements.
F	Application form for accommodation	Necessary if you wish to apply for a hotel arranged by Meiji University.

# Cancellation Policy

## A) Program fees (except for inbound insurance)

Once your application has been made, the cancellation policy below will apply to the program fees to Meiji University. Notify the SPSE Office of your cancellation/withdrawal with a Cancellation Form by the deadline (TBA in a notification of acceptance) . After the deadline, you will be required to pay the full program fees even if you cancel your participation before the program starts.

### • Notification of Acceptance

#### STEP1

Once the applications are successfully accepted, the SPSE will send "Notification of Acceptance" to their home institution around late March, 2025

### • Deadline for Cancellation

#### STEP2

Should applicants want to decline/cancel the acceptance, they must submit Cancellation Form via their home institution **by the designated deadline (TBA, usually within a couple of days).**

### • Payment Instruction with invoice

#### STEP3

**After the cancellation deadline, an invoice of the program fees will be issued and sent to all the applicants and the applicants need to make a full payment of the program fees. NO refund will be made after the deadline.**

## B) Program fees (inbound insurance)

If you cancel your attendance by **June 13, 2025** , the fees for the insurance will basically be fully refunded. The refund will be made via credit card company. Please note that any handling or service fees incurred for refunding the fee are to be borne by the applicant.

#### [NOTES]

- The cancellation policy above will be applied regardless of the reasons for cancellation.
- The SPSE Office will provide a Cancellation Form after the home university notifies the SPSE Office of a possible cancellation.
- This cancellation policy will be applied for the items included in the program fees (tuition fees for lectures, field trips, a weekend trip, reception fees, administration and miscellaneous charges, and inbound insurance) and not be applied for accommodation. Please check the cancellation policy of the accommodation you will stay, including the hotel which you applied for via Meiji University.

## Inquiry

The Office of the School of Political Science and Economics  
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TEL: +81-3-3296-4177  
E-mail: spse-long-exch[at]meiji.ac.jp  
\*Please change [at] to "@" when sending an e-mail.





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