

# KANSAI UNIVERSITY OF INTERNATIONAL STUDIES

## LIST OF DOCUMENTS FOR SUBMISSION

### EXCHANGE STUDENT

**\*Academic year 2020 (Spring)\***

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\*Please send the following documents by e-mail with PDF files **by no later than**

**Oct. 18, 2019.**

- ① KUIS EXCHANGE STUDENT APPLICATION FORM **Form no.1**
- ② APPLICATION FOR CERTIFICATE OF ELIGIBILITY **Form no.2**

※Please read the sample carefully before filling out the form.

- ③ Official Academic Transcript (If not using Grade Point Average(GPA), attach a scale sheet)
- ④ Letter of recommendation

**E-mail Address:** [iec@kuins.ac.jp](mailto:iec@kuins.ac.jp)

\*Following is a list of the documents necessary to complete your application to KUIS.  
Please post them to KUIS by EMS.

**Deadline : Oct.25, 2019**

Postal Address: Center for Global Education  
Kansai University of International Studies  
1-18 Aoyama Shijimicho Miki , Hyogo 673-0521 JAPAN

- ☐ KUIS EXCHANGE STUDENT APPLICATION FORM **Form no.1**
- ☐ APPLICATION FOR CERTIFICATE OF ELIGIBILITY **Form no.2**
- ☐ A government document to prove the relationship between the student and the sponsor/supporter specified in Form no.2
- ☐ Certificate of income
- ☐ Copy of passport
- ☐ 6 Passport-sized photos(W30mm×H40mm) (name and home university on the back)
- ☐ CERTIFICATE OF HEALTH **Form no.3**
- ☐ Proof of Japanese proficiency (If any)
- ☐ Official Academic Transcript (If not using Grade Point Average(GPA), attach a scale sheet)
- ☐ A document that certifies that the applicant is a recipient of a scholarship from his/her own country (if applicable)
- ☐ Letter of recommendation

**Contact Address**

Center for Global Education, Kansai University of International Studies  
1-18 Aoyama Shijimicho Miki , Hyogo 673-0521 JAPAN  
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