

Exchange FACT Sheet 2022/2023

Kobe University



Contact Information	
Name of Institution	Kobe University Faculty of Global Human Sciences Graduate School of Intercultural Studies Graduate School of Human Development and Environment
Website	https://www.kobe-u.ac.jp/en/index.html https://www.fgh.kobe-u.ac.jp/en http://web.cla.kobe-u.ac.jp/group/Kouryu/for-incoming-students.html
Global Studies Program (GSP) Office Contact	Naoko Mizuno, Associate Professor & Coordinator Yoko Maeda, Assistant Staff (Inbound) Kazuko Okano, Assistant Staff(Outbound) Tel: +81-78-803-7601 Email: gsp-info@fgh.kobe-u.ac.jp
Postal Address	Global Studies Program (GSP) Office Faculty of Global Human Sciences Kobe University 1-2-1 Tsurukabuto, Nada-ku, Kobe, Hyogo 657-8501, Japan

Admissions Information	
Nomination Deadline for Partner Universities	Spring Semester (April) Enrollment: October 20th
	Fall Semester (October) Enrollment: April 10th
Application Deadline for Students	Spring Semester (April) Enrollment: November 10th
	Fall Semester (October) Enrollment: April 30th
Application Procedures	1. Exchange program applicants must be nominated by home university before submitting the application. 2. All application materials must be submitted by email attachment by nominated students to: gsp-info@fgh.kobe-u.ac.jp
Required Documents	
1. Exchange Program Application Form	Please fill out and send via email by excel format . (not in PDF)
2. Official academic transcript from your home university	
3. A photocopy of the Japanese proficiency certificate (if obtained)	
4. Application for the "Certificate of Eligibility" (CoE)	Please fill out Pages 1 ~ 3 and send via email by excel format . (not in PDF) Please refer to the sample. *Handwritten cannot be accepted.
5. Letter of Financial Support	To be completed by your financial supporter

6. A copy of the statement from your sponsor showing his/her financial income	<p>A. Latest bank statement and copies of most recent bankbook. OR</p> <p>B. Certificate of employment of sponsor and a certificate of his/her annual income.</p> <p>*Please submit document A or B that can prove the "Method of support to pay for expenses while in Japan" (Section 26 of Application for CoE).</p> <p>NOTE: At least 100,000 JPY/month will be required to stay at Kobe University as an exchange student. Please be aware that these are very important documents for CoE screening.</p>
7. A photocopy of your passport page where your name and valid date is printed	<p>The photocopy should be in its original size.</p> <p>If your passport is not yet issued, send us a photocopy as soon as issued. This is required as well in applying for CoE.</p>
8. A digital photo of the applicant	<p>The photo will be used for your CoE Application and student card. Please email us your digital photo.</p> <p><u>*Scanned photo cannot be accepted.</u></p> <p><u>*The photo should be taken within 3 months.</u></p> <p>For detailed information, please refer to the "<i>Photo Requirements for the Application</i>" of the second/third page of the "Sample CoE application form" that is posted on our website: http://web.cla.kobe-u.ac.jp/group/Kouryu/for-incoming-students.html</p>

Schedule for April (Spring Semester) Enrollment

October 20, 2021	Nomination deadline from home university
November 10, 2021	Application deadline from student
Late December, 2021	Notification of application result/ receiving pre-arrival information
February, 2022	Receiving Admission Certificate and CoE
Early March, 2022	Announcement of your dormitory allocation
Early April, 2022	Orientation
Early April, 2022	Classes begin

Schedule for October (Fall Semester) Enrollment

April 10, 2022	Nomination deadline from home university
April 30, 2022	Application deadline from student
Late June, 2022	Notification of application result/ receiving pre-arrival information
Middle August, 2022	Receiving Admission Certificate and CoE
Early September, 2022	Announcement of your dormitory allocation
Late September/Early October,2022	Orientation
October 1, 2022	Classes begin

Academic Information (2022-2023)	
Academic Calendar	<p>Spring semester 2022 (April 1, 2022 – September 30, 2022) Dormitories open: Late March/Early April Orientation for Exchange Students: Early April Classes begin: April 8 (Tentative) Class Registration period: Early April (TBA) Exam period: August 1 - August 8 (Tentative)</p>
	<p>Fall semester 2022 (October 1, 2022 – March 31, 2023) Dormitories open: End of September Orientation for Exchange Students: Late Sep or Early Oct (TBA) Classes begin: October 3 (Tentative) Class Registration period: Late Sep or Early Oct (TBA) Exam period: February 3 - February 10 (Tentative)</p>
Course Language	<p>Most classes offered at Graduate School of Intercultural Studies / Graduate School of Human Development and Environment / Faculty of Global Human Sciences are taught in Japanese. For classes taught in English, please refer to the timetable “Language” marked “E”. http://web.cla.kobe-u.ac.jp/group/Kouryu/for-incoming-students.html Undergraduate exchange students are not eligible to enroll in graduate-level courses. Upon your academic supervisor’s permission, graduate exchange students may audit undergraduate level courses without official registration. (Non-credit awarded, no record on the transcript).</p>
Syllabus	<p>https://kym-syllabus.ofc.kobe-u.ac.jp/campusy Please click “Faculties/Schools” or “Graduate Schools” and select the affiliation. <u>Other Faculties’ or Departments’ courses are not always available for exchange students</u> under our agreement.</p>
Course Registration	<p>No pre-registration. <u>Detailed information in regard to class registration will be notified at the orientation (early April and late September/early October)</u></p>
Student Visa Obligations	<p>Undergraduate Students: Must take more than 10 hours of lecture which equals to 6 classes per week. Graduate Students (Master/Doctor): Must have more than 10 hours of research hours including at least 1 class per week.</p>
Japanese Language Course	<p>Japanese Language Courses The Center for International Education (CIE) offers Japanese language courses for exchange students. Students who wish to take these courses are required to take the online level check test prior to the semester. http://www.kisc.kobe-u.ac.jp/english/leaning_japanese/laboratory_course.html <Non-credit bearing courses> 1. Integrated Japanese Course: open to all exchange students. 2. Intensive Japanese Course: developed for MEXT (Japanese government) scholarship students. Exchange students can be enrolled in this course on an availability basis only. <Credit bearing course> 3. Japanese Language and Japanese Studies Course: (advanced level) for undergraduate students only.</p>
Academic Record issued by Kobe University	<p>Student’s academic transcript will be sent to the partner university AFTER completion of his/her exchange period. (At the end of September or at the end of March.)</p>

Evaluation Standard	The evaluation standard and method may vary for each course. Please refer to the “成績評価方法” of each course’s syllabus in Japanese and “Evaluation Method” in English.
Grading Scale	S: 100-90, A: 89-80, B: 79-70, C: 69-60, F: 59-

Housing & General Information	
Kobe University Affiliated Accommodation	Exchange students are given priority for room allocations in the university dormitories. The room type is single only. https://www.kobe-u.ac.jp/en/campuslife/housing/accommodation.html
Housing Application	Fill in the section “4. Accommodation” of the Exchange Program Application form. We will do our best to arrange your accommodation accordingly when you are accepted as an exchange student. However, please note that this does not guarantee the availability of your preferences.

Notification of Housing Allocation	Spring Semester (April) Enrollment:	Early March
	Fall Semester (October) Enrollment:	Early September
Housing Application Deadline	Same as the Exchange program application deadline	
VISA	After acceptance, Kobe University will apply for the student’s CoE (Certificate of Eligibility) that is required for the “College-Student VISA”. CoE is usually issued one month prior to enrollment. (Please note that we do not guarantee 100% successful result of CoE application. The final decision rests in the hands of the Immigration Bureau of Japan and Japanese Embassy.) Students will need to apply for “College-Study VISA” from the Embassy of Japan or the Consulate-General of Japan before entrance.	
Entry to Japan	It is strongly advised to enter Japan via Narita, Haneda, Chubu, or Kansai International Airports in order to have your Residence Card issued by the Immigration Bureau of Japan upon your arrival. In order to process your student status and course registration at Kobe University, it is mandatory to have your Residence Card information.	
Airport Pick up	No pick-up service available. Please note that exchange students are fully responsible for arranging accommodation on the arrival day. However, each exchange student will have a student tutor who supports dormitory check-in and other necessary administrative arrangements.	
Insurance	<p>National Health Insurance: The Ministry of Health, Labour, and Welfare now requires all College Student Visa holders to become a registered member of the Japan National Health Insurance. All exchange students must enroll. Students will pay monthly premiums (Approximately 2,400 JPY per month). Upon joining this system, students will be charged only 30% of the incurred medical cost.</p> <p>Kobe University PAS : PAS (Personal Accident Insurance for Students Pursuing Education and Research) is a nationwide system to indemnify students for the number of days that medical treatment is needed for injury incurred during regular curricular activities and while commuting to or from University (1,000JPY up to 1 year). All students are required to participate in this insurance plan.</p>	

Estimated Living Expenses	Average Monthly Costs for Kobe University Students	
	Books and materials	Undergraduate Course: 50,000JPY /year Japanese Language Course: 30,000JPY /year
	University Accommodation	4,700~21,000JPY /month
	Utility(Electricity, Gas, Water)	10,000~15,000JPY /month
	Board & Living expense	25,000~30,000JPY /month
	Transportation	15,000~20,000 JPY /month
	National Health Insurance PAS	2,400 JPY /month 1,000 JPY /year
	Comprehensive Insurance for Student's Lives Coupled with PAS	1,500~10,000JPY /year (depending on the type of coverage)
	Others / Entertainment	10,000 JPY /month
	TOTAL	Approximately 100,000 JPY /month
Useful Link	<p>Study in Japan https://www.studyinjapan.go.jp/en/ Feel Kobe (Official Kobe Tourism Site) https://www.feel-kobe.jp/ Hyogo Prefecture Tourism Guide https://www.travelhyogo.org.e.aas.hp.transer.com/</p>	