

**Application Guideline for Kumamoto University
Short-Term Exchange Program (STEP) 2025 - 2026
(Undergraduate Level, Fall Semester 2025)**

1. Eligibility

- Applicants should be non-Japanese nationality and full-time undergraduate students in 2nd year and above (at the start of the program) at universities which have a signed international student exchange agreement with Kumamoto University (hereafter, KU) as an inter-university agreement.
- **J-Course** (The program conducted in Japanese): Applicants must possess Japanese proficiency level of JLPT N2 or higher.
 - A copy of JLPT score certificate is required.
 - A letter from a professor or a test result issued by home university **CANNOT be accepted** as a proof of language proficiency.
 - If there is a difficulty taking a JLPT test in your region/country, please consult beforehand.
- **E-Course** (The program conducted in English): For all non-native English speakers (including students who attend universities in English-speaking countries), submission of a copy of TOEFL-iBT score certificate (61 or higher) is required (TOEIC or IELTS score is also accepted).
 - Chinese CET is **NOT** sufficient as a proof.
 - A letter from a professor or a test result issued by home university **CANNOT be accepted** as a proof of language proficiency.
 - If there is a difficulty submitting a copy of a score certificate by the deadline, please inform us beforehand.
- Candidates must be able to follow the rules and regulations of KU's.
- Applicants must be physically and mentally capable of completing their entire study period.
 - All applicants are required to undergo a medical check-up.

2. Required Documents

Upload the following documents to the designated URL

(1) [Name of Your University] (Name of Student) Application Form for COE (in Excel format)

*Please be sure to insert photo data and enter the information while checking the notes (3 pages in total).

(2) [Name of Your University] (Name of Student) Required Documents for STEP(Undergraduate) (in Excel format)

*Please fill out (or paste an image of) all the sheets below.

- Application Form for Kumamoto University Short-Term Exchange Program (For Undergraduates)

*Please enter the information while reviewing the notes.

- Certificate of Enrollment issued in English or Japanese
- Academic transcript of the most recent academic year officially issued by home university in English or Japanese
- Letter of recommendation from applicant's academic supervisor or a faculty member who knows him/her well in English or Japanese
- Health Certificate (KU format): must be stamped by the official medical institution
- Certificate of financial support (certificate of bank account balance, certificate of income, etc. issued in English or Japanese)
- ID photo (640 pixels × 480 pixels) image: Digital image (JPG, PNG or BMP) of a picture taken within

the last 3 months

- Copy of the picture page of applicant's passport: JPG, PNG or BMP
 - *Check its expiry date and if there is less than a year left, please renew it prior to application.
- Certificate of language proficiency: JPG, PNG or BMP

3. Scholarship

After the STEP application period, a separate call for scholarship applications will be sent to applicants' home universities.

4. Submission and Deadline

Please submit required documents to the person in charge of overseas study programs/mobile at your home university. Your documents should be uploaded to the specified URL. Please note that KU does not accept documents or reply any inquiries submitted directly by applicants.

(1) Submission Deadline

Friday, April 18, 2025 by 5 PM JST

(Application documents must be uploaded to the specified URL no later than above date.)

(2) Where to Upload

Please ask the person in charge of overseas study programs/mobile at your home university.

5. Notification of selection results

Participants will be selected by Kumamoto University based on the submitted documents. There may be cases in which acceptance may not be possible as a result of the selection process.

The results of the selection process will be notified to the participants' home universities by email in mid to late June 2025, along with a letter of acceptance.