



KOBE UNIVERSITY

INTER-UNIVERSITY EXCHANGE PROGRAM

INFORMATION SHEET

INSTITUTION

Name	Kobe University
Website	https://www.kobe-u.ac.jp/en/
Visiting/Postal Address	1-1 Rokkodai-cho, Nada-ku, Kobe, Hyogo, 657-8501 JAPAN

<International Affairs Planning Division>

International Academic Exchange Coordinator - in charge of agreement	ASAHARA Michiko (Ms.) Tel: +81 78 803 5282 / Fax: +81 78 803 5141 E-mail: intl-relations@office.kobe-u.ac.jp
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<International Exchange Division>

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Section Head of Student Exchange	YAMADA Yoshiko (Ms.) Tel: +81 78 803 5262 / Fax: +81 78 803 5289 E-mail: yyamada@pony.kobe-u.ac.jp / intl-exchange@office.kobe-u.ac.jp
Outgoing Exchange Program Coordinator (from Kobe)	YAMAMOTO Sayaka (Ms.) Tel: +81 78 803 5262 / Fax: +81 78 803 5289 E-mail: intl-exchange@office.kobe-u.ac.jp
Incoming Exchange Program Coordinator (to Kobe)	ITAMOCHI Yoshie (Ms.) Tel: +81 78 803 5262 / Fax: +81 78 803 5289 E-mail: intl-exchange@office.kobe-u.ac.jp

KOBE UNIVERSITY INTER-UNIVERSITY EXCHANGE PROGRAM

Kobe University Inter-University Exchange Program Website	https://www.kobe-u.ac.jp/en/study_in_kobe/admission/exchange_program.html
About Exchange Programs / List of Inter-University Student Exchange Partners	https://www.kobe-u.ac.jp/en/study_in_kobe/admission/exchange_program.html
Eligibility	https://www.kobe-u.ac.jp/en/study_in_kobe/admission/exchange_program/eligibility.html

ADMISSIONS INFORMATION**1. NOMINATION**

Nomination Deadlines	<p>*The home institution must nominate exchange student(s) to be dispatched to Kobe University by the following dates. Please fill out the nomination sheet, which will be sent by Kobe University to partner institutions approximately 3 months before the deadlines below, and return it to intl-exchange@office.kobe-u.ac.jp.</p> <p>Fall 2022 (October 1, 2022 - March 31, 2023): April 13, 2022 Spring 2023 (April 1 - September 30, 2023): October 13, 2022</p>
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2. APPLICATION

Application Documents	<p>1. Exchange Student Application Form Download: https://www.kobe-u.ac.jp/en/study_in_kobe/admission/exchange_program/how_to_apply.html</p> <p>2. Copy of Academic Transcript (English)</p> <p>3. Certificate of Japanese and/or English Language Ability (Mandatory for some students)</p>
Application Deadlines	<p>Fall 2022 (October 1, 2022 - March 31, 2023): April 20, 2022 Spring 2023 (April 1 - September 30, 2023): October 20, 2022</p> <p>Send to intl-exchange@office.kobe-u.ac.jp by e-mail attachment</p>

<p>Documents for CoE Application</p> <p>*CoE (Certificate of Eligibility) is a necessary document to apply for a student visa. Please check "Visa Application" on Page 5.</p>	<p>Students can apply for CoE through the <u>Online Application System</u>. After students are nominated by their home universities, students will receive an email with a link to access the page of the Online Application Form for CoE.</p> <p>Sample: https://www.kobe-u.ac.jp/documents/en/study_in_kobe/admission/Sample_CoE_OnlineApplication.pdf</p> <p><u>The following documents must be uploaded on the Online Application Form for CoE.</u></p> <p>1. Digital ID Photo (for CoE application) *The photo must meet all the specifications on the following website: https://www.isa.go.jp/en/applications/guide/photo_info.html</p> <p>2. Copy of Passport ID Page</p> <p>3. Proof of Financial Support (Must be translated into English) Documents that prove that you have sufficient financial support to pay for your expenses while studying at Kobe University.</p> <p>(1) If you choose "<u>Self</u>"</p> <ul style="list-style-type: none"> • Latest bank statement for the applicant's own account (Closing balance must be more than 600,000 JPY for a 1 semester stay / more than 1,200,000 JPY for a 1 year stay.) <p>(2) If you choose "<u>Supporter living outside of Japan</u>" or "<u>Supporter in Japan</u>"</p> <p>Both of the following documents are necessary:</p> <ul style="list-style-type: none"> • Latest bank statement for the financial supporter's account (Closing balance must be more than 600,000 JPY for a 1 semester stay / more than 1,200,000 JPY for a 1 year stay.) • A certificate of employment and annual income for the financial supporter. <p>(3) If you choose "<u>Scholarship</u>"</p> <ul style="list-style-type: none"> • A copy of an official document proving that the applicant will receive the scholarship/grant.
<p>CoE Application Deadline</p>	<p>Fall 2022 (October 1, 2022 - March 31, 2023): April 20, 2022 Spring 2023 (April 1 - September 30, 2023): October 20, 2022</p>

ACADEMIC INFORMATION

Faculty(School)/ Graduate School GEC (Global Education Center)	<p>Faculties (Schools) (for Undergraduates/Bachelor): https://www.kobe-u.ac.jp/en/faculties_graduate_schools/faculties/index.html</p> <p>Graduate Schools (for Graduate Students/Master/Doctor): https://www.kobe-u.ac.jp/en/faculties_graduate_schools/grad/index.html</p> <p>GEC (Global Education Center): Former CIE (Center for International Education) http://www.kisc.kobe-u.ac.jp/ <i>(The URL could be changed after April 2022 due to the reorganization)</i></p>
Academic Calendar	<p>https://www.kobe-u.ac.jp/en/about_us/academic_calender.html</p> <p>Fall 2022: October 1, 2022 to March 31, 2023 Lesson period of 3rd quarter: Beginning of October, 2022 ~ Late November, 2022 Lesson period of 4th quarter: Beginning of December, 2022 ~ Early February, 2023 *End of final exams</p> <p>Spring 2023: April 1, 2023 to September 30, 2023 Lesson period of 1st quarter: Early April, 2023 ~ Early June, 2023 Lesson period of 2nd quarter: Early June, 2023 ~ Early August, 2023 *End of final exams</p>
Academic Load	<p>Kobe University does not have a full-time load. 124 credits or more are necessary to complete an undergraduate program (Bachelor degree) at Kobe University (approx. 30 credits/year). Maximum load per semester depends on each faculty, and there is no minimum load. However, all international students including exchange students must take at least 10 lesson hours (equivalent to 6-7 classes) per week in accordance with immigration law.</p>
Class Types and Schedules	<p>Classes include lectures, seminars, experiments, exercises, and practical training. We will offer classes according to patterns I - III described below. Patterns I and II are "quarter classes", and pattern III takes the "semester class" format. Please see the syllabus for further information about each class.</p> <p>I) 1 class per week for 8 weeks (including examination days) II) 2 classes per week for 8 weeks (including examination days) III) 1 class per week for 16 weeks (including examination days)</p>
Credits	<p>Grades and credits are acquired at the end of each academic semester. According to Kobe University General Rules for Students, 1 credit is usually awarded for 15 hours of lectures. To receive 1 credit, a total of 45 hours of study are required (this includes self-study hours to prepare for or review classwork).</p>
Grading System	<p>5-level grading system: S (90-100), A (80-89), B (70-79), C (60-69), and F (below 59)</p>
Affiliation at Kobe University	<p>Exchange students will belong to either one of the faculties (School), one of the graduate schools or GEC (Global Education Center) at Kobe University.</p> <p>Faculties (Schools) (for Undergraduates/Bachelor): https://www.kobe-u.ac.jp/en/faculties_graduate_schools/faculties/index.html Undergraduates will belong to the faculty that best corresponds to their major.</p> <p>Graduate Schools (for Graduate Students/Master/Doctor): https://www.kobe-u.ac.jp/en/faculties_graduate_schools/grad/index.html Graduates students (Master/PhD) will belong to the graduate school that best corresponds to their major.</p> <p>GEC (Global Education Center) - Former CIE (Center for International Education): http://www.kisc.kobe-u.ac.jp/english/learning_japanese/laboratory_course.html <i>(The URL could be changed after April 2022 due to the reorganization)</i> In addition to the undergraduate and graduate programs, GEC can be chosen as an affiliated school from Fall 2022. This center is for students who would like to focus on Japanese language study and will mainly take Japanese language course/classes. For more information about the center and course/classes, please refer to page 10.</p>

Courses/Classes	<p>Syllabus (for external use)</p> <p>*Updated information on courses is available about 2 weeks prior to the new academic year (Mid-March).</p> <p>https://kym-syllabus.ofc.kobe-u.ac.jp/campusy/</p> <p>How to search for courses in the syllabus:</p> <p>https://www.kobe-u.ac.jp/documents/en/study_in_kobe/admission/HowToSearchCourses.pdf</p> <hr/> <p>Japanese Language Studies</p> <p>The Global Education Center (GEC) offers Japanese language studies to all exchange students regardless their majors (free of charge).</p> <p>Those who would like to focus on Japanese language study should choose GEC as their affiliated school.</p> <p>Students who wish to enroll in these course/classes are required to take the online level check test prior to the semester.</p> <p>http://www.kisc.kobe-u.ac.jp/english/leaning_japanese/laboratory_course.html <i>(The URL could be changed after April 2022 due to the reorganization)</i></p> <p><u>Please note that there are only some credit-bearing classes.</u></p> <p><Non-credit bearing classes and course></p> <ol style="list-style-type: none"> 1. <u>Integrated Japanese Classes</u>: open to all exchange students. 2. <u>Intensive Japanese Course</u>: developed for MEXT (Japanese government) scholarship students. Exchange students can be enrolled in this course on an availability basis only <p><Credit-bearing classes></p> <ol style="list-style-type: none"> 3. <u>Japanese Language and Japanese Studies classes</u>: Advanced level classes. Although the classes are available to all exchange students, credits are given only to undergraduate students.
Level of Study	<p>This should correspond to your level at your home university. For example, undergraduate exchange students cannot take courses offered by the graduate schools.</p> <p>However, if the education system in your country has a different grade level, please contact us in advance to find out your course eligibility.</p>
Course Registration	<p>Course registration is available only after arrival, and there is no pre-registration process. Students are notified of further procedures by the relevant faculty/graduate school.</p>

Language Requirement	<p>Japanese Language Ability Students must possess sufficient Japanese language ability to understand classes and engage in academic research in Japanese. A certificate of Japanese language ability is mandatory for students applying for the faculties/graduate schools below which do not have enough English-taught classes. The equivalent of JLPT N2 or higher is required. Japanese-Language Proficiency Test (JLPT): https://www.jlpt.jp/e/about/levelsummary.html</p> <ul style="list-style-type: none"> -School of Business Administration (undergraduate) -Faculty of Science (undergraduate) -Faculty of Engineering (undergraduate) -Faculty of Agriculture (undergraduate) -Faculty of Oceanology (undergraduate) -Graduate School of Business Administration (master) -Graduate School of Human Development and Environment (master) -Graduate School of Science (master) -Graduate School of Medicine (master) -Graduate School of Agricultural Science (master) -Graduate School of Maritime Sciences (master) -Graduate School of Science, Technology and Innovation (master) -Doctoral programs marked with an X or △ in the nomination guide's quick reference chart. <p>If applicant does not have an official certificate of any kind to indicate Japanese proficiency, please contact intl-exchange@office.kobe-u.ac.jp.</p> <p>English Language Ability A certificate of English language ability is mandatory for Business students. Non-native English speaking students applying for the English courses offered by the School of Business Administration or the Graduate School of Business Administration are required to submit a certificate of English language ability. This is just for reference purposes and not an enrollment restriction.</p>
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PRE DEPARTURE

Schedule until Arrival	https://www.kobe-u.ac.jp/en/study_in_kobe/admission/exchange_program/application_schedule.html
Visa Application	<p>Certificate of Eligibility (CoE) In order to support international students' smooth entrance to Kobe University, we offer prospective students a proxy application service for their Certificate of Eligibility (CoE). CoE is issued by immigration before the visa application as evidence that the foreign national meets the conditions for landing in Japan. A foreign national who has a CoE can obtain a visa more easily at an embassy or consulate within the standard processing period. In addition, landing permission will be granted more promptly if students show their CoE to an immigration officer.</p> <p>Kobe University applies for CoE on behalf of incoming students after the issuance of the acceptance letter. The immigration process usually takes about 1 month. Upon successful issue of the CoE, Kobe University mails out an "Acceptance Package", which consists of an acceptance letter and CoE. Students may start their visa application at the Embassy of Japan in their respective countries after receiving this package.</p> <p>However please note that this proxy service does not guarantee 100% success. The final decision for visa issuance rests in the hands of the Japanese Immigration office and Japanese Embassy.</p> <p>*We will send out the acceptance package on the assumption that students will arrive in Japan about 1 week before each semester begins (around the last week of September/March). Students who intend to depart from their country earlier should apply for their visa by themselves without the CoE, since we cannot guarantee that we can issue the CoE earlier than scheduled. However there is no guarantee that the Embassy or Consulate-General of Japan will issue a visa to those applying without a CoE.</p> <p>Visa The applicant must apply in person to the Embassy or Consulate-General in their country. Your visa cannot be obtained after arriving in Japan. For detailed information about necessary documents and procedures, please refer to the following URL. Ministry of Foreign Affairs of Japan: https://www.mofa.go.jp/j_info/visit/visa/index.html</p>

Vaccination	<p>Kobe University has implemented the Measles and Rubella Registration Policy, and all newly-enrolled Kobe University students must submit a certificate at the medical examination held at Kobe University to show that they have been inoculated against measles and rubella or have received antibody tests. Those who do not bring the certificate are required to take an antibody test in Japan.</p> <p>Measles and Rubella - Control and Prevention https://www.kobe-u.ac.jp/en/study_in_kobe_for_international_students/index.html (For International Students>Current Students>Guidebook>4. Health ③Control and Prevention of Infectious)</p>
Insurance	<p>There are 4 kinds of insurance that all students MUST enroll in.</p> <p>1. National Health Insurance The National Health Insurance System in Japan reduces individuals' medical costs. International students who reside in Japan must join the National Health Insurance scheme. [Approximately 2,000 yen/ month] *Payment is made in 10 installments from June to March of the next year. http://www.city.kobe.lg.jp/a52670/kurashi/support/insurance/foreigner.html</p> <p>2. Personal Accident Insurance for Students Pursuing Education and Research (PAS) Personal Accident Insurance for Students Pursuing Education and Research is a nation-wide mutual aid system for students to provide insurance for physical injuries caused by accidents during regular courses, official programs, and extracurricular activities on and off campus. All students are required to join the Personal Accident Insurance for Students Pursuing Education and Research Plan for which an application form must be submitted at time of matriculation. [1,000 yen/ 1 year] https://www.kobe-u.ac.jp/en/campuslife/life/index.html</p> <p>3. Comprehensive Insurance for Students Lives Coupled with PAS for International Students Comprehensive Insurance for Students Lives Coupled with PAS for International Students expands your insurance coverage. Kobe University students are obligated to purchase this insurance when enrolling in Personal Accident Insurance for Students Pursuing Education and Research. For more details, please contact the Consulting Desk for Student Life and Insurance. The contact details are listed on the following page: https://www.kobe-u.ac.jp/en/campuslife/life/index.html</p> <p>4. Inbound Medical Assistance Service (IMAS) A new medical assistance service and insurance package will be introduced from April 2022. Cost and details of the service will be available on the following website after April 2022: https://www.kobe-u.ac.jp/en/campuslife/life/index.html#c</p>
Accommodation	<p>Kobe University Residential Facilities We have 6 residential facilities for exchange students. Please note that due to increasing demand, we cannot guarantee accommodation for all students. To apply, please request university residence accommodation in the application form. Exchange students are given priority for room allocations in the university dormitories. The final dormitory allocation is confirmed about 1 month prior to arrival and students are informed by the receiving Faculty/Graduate School. *Please note that it is not possible to select a specific university dormitory. Only single rooms are available: https://www.kobe-u.ac.jp/en/campuslife/housing/accommodation.html</p> <p>Private Housing Exchange students can also live in private housing. Students who wish to live in private housing need to look for apartments and make a contract by themselves: https://www.kobe-u.ac.jp/en/campuslife/housing/private_housing.html</p>

Estimated Living Expenses	Tuition None for Kobe University (Based on the agreement, the students will pay regular annual tuition to their home universities.)
	Books & Materials For Undergraduate courses: 50,000 yen/year For Japanese Language study: 30,000 yen/year
	Accommodation (University Residential Facilities) 4,700 yen - 21,000 yen/ month https://www.kobe-u.ac.jp/en/campuslife/housing/accommodation.html
	Board & Living expenses Approximately 30,000 yen/ month This depends greatly on each student's lifestyle.
	Utilities (Electricity, Gas, Water) Approximately 15,000 yen/ month
	Transportation fees from Kobe University Residential Facilities (Dormitories) Approximately 15,000yen - 20,000yen/month. *Please refer to the information of each dormitory below: https://www.kobe-u.ac.jp/en/campuslife/housing/accommodation.html
	Insurance National Health Insurance: 2,000 yen/ month PAS: 1,000 yen/ year Comprehensive Insurance for Student's Lives Coupled with PAS: 1,500 - 10,000yen/ year (depending on the type of coverage) IMAS: TBD
	Entertainment & Others 10,000 yen/ month
TOTAL Approximately 100,000 yen/month	

ARRIVAL AND ORIENTATION

Recommended Arrival Dates	Spring semester: Late March Fall semester: Late September *Please follow the instructions from your faculty/graduate school.
Transportation	Airport pick-up service is not available. How to travel from Kansai International Airport to Kobe University: https://www.kobe-u.ac.jp/en/campuslife/campus_guide/campus/index.html
Orientation Dates	*Attendance is compulsory. Spring semester: April 5 Fall semester: TBD (Late September) <Reference> Spring 2021: April 2, 2021 Fall 2021: September 27, 2021 *For 2021, the orientations were held online due to COVID-19.

STUDENT SUPPORT SERVICES

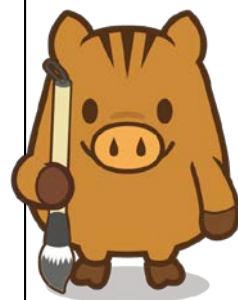
Advising and Counseling Services for International Students	Faculty members of the Global Education center (GEC) will listen and give advice to international students with problems arising in their study and cross-cultural adjustment, while the International Exchange Division provides information about scholarships and accommodation. The inclusive campus and Healthcare Center offers guidance and support for students with disabilities and physical or mental health conditions. Each department at Kobe University also has faculty members to conduct international student counseling https://www.kobe-u.ac.jp/en/campuslife/supports/index.html
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<p>Medical Support (medical checkups, physical and mental health consultations)</p>	<p>The Medical Center for Student Health offers emergency first aid treatment, annual medical checkups, and consultations regarding physical or mental health. It can only be used by students and staff of Kobe University. Medical Centers are located in Rokkodai Campus, Fukae Campus, and Kusunoki Campus. In Myodani Campus, the Physical and Mental Health Consultation Office is available instead of the Center. https://www.kobe-u.ac.jp/en/campuslife/campus_guide/health.html</p> <p>·Medical checkups Kobe University carries out annual medical examinations in April and October. New students must take a checkup in either of these months. Students who do not take the free medical examination at Kobe University must take an equivalent medical examination at an external hospital, for which it will be necessary to pay a fee for both the examination and certificate. Then they must present the certificate to the Medical Center for Student Health.</p> <p>·Medical Support Consultation Form For students with chronic conditions and disabilities (physical, developmental, or mental), we will make preparations to provide support where possible if you let us know in advance. If you are taking medication and need help finding continuous treatment in Japan, please let us know using the "Medical Support Consultation Form" before coming to Japan. Please contact us (intl-exchange@office.kobe-u.ac.jp) to obtain the "Medical Support Consultation Form".</p>
<p>Support for students with disabilities</p>	<p>At Kobe University each faculty, school, graduate school and the Student Affairs Department provide students with disabilities with the necessary support for their campus life. Each faculty, school and graduate school also aims to establish a supportive educational environment by conducting classes in rooms that are easily accessible, securing appropriate seating, and providing in-class support when necessary.</p> <p>·Support for students with disabilities https://www.kobe-u.ac.jp/en/campuslife/supports/index.html</p> <p>·Application form for disability support If you wish to apply for learning support services, please fill out the "Application form for disability support" and submit it to the Academic Affairs Section at your affiliated faculty, school or graduate school. (Application form for disability support) https://www.kobe-u.ac.jp/documents/international/study-abroad-programs/support/New_folder/Application_form_for_disability_supports_v1.pdf</p>
<p>Tutors</p>	<p>Each international student is supported by a tutor who aims to help them to improve their study and research. The tutors are recommended by the academic adviser, and are chosen from students with background knowledge in the international student's field of study. They will not only help international students with their study, but will also support them in matters concerning daily life.</p>
<p>Career Support</p>	<p>The University provides employment/ internship/ volunteer support for students; mainly at the Career Center, and at each Faculty/ Graduate School. In addition, the Center for International Education holds Global Career Seminars throughout the year for international students. Feel free to visit the Career Center or the appropriate section of each Faculty/ Graduate School, where various materials related to career plans and employment are available. http://www.career.kobe-u.ac.jp/international.html</p>

What is GEC?

The GEC, formerly known as the International Student Center (FY1993 - FY2015) and the Center for International Education (FY 2016-FY2021), was established in April 1993 as a research/teaching facility for all international students across Kobe university. Responsible for the overall needs of international students, the Center provides lessons in Japanese language and Japanese studies, advice on studying and living in Japan, as well as advice in internships and careers, and alumni networking.

神戸で日本語を学ぼう



NEWS Exchange Students to Kobe University!

From **Fall 2022**, the GEC is on the list of affiliated schools that exchange students may enroll at!

Any international student enrolled at Kobe University can take a Japanese language course offered at the GEC, but **students belonging to the center will have several advantages**. E.g.,

- ✓ **Guidance by GEC academic staff**, experts in Japanese language and culture.
- ✓ **More opportunities for hands-on experience** for Japanese culture and exchange with local Japanese people
- ✓ **Support by Japanese students** of Kobe university



Eligibility:

- Exchange students majoring Japanese language or Japanese Studies at their home universities
- Exchange students who wish to prioritize studying Japanese language and culture during their stay in Kobe University

NOTE: The Japanese language courses offered by the GEC (excluding those of 'Japanese language/Japanese Studies classes') are NOT credit-bearing. Those who wish transferring credit should make sure about the requirement with their home university in advance. For more information, visit our website. (Information regarding application to GEC will be updated in February 2022.)
<http://www.kisc.kobe-u.ac.jp/english/>