



# Exchange Student Program

## Faculty/Graduate School of Economics, Kobe University

### Application procedure

The nominated student(s) should submit the following application documents.

#### ■ Application deadlines

|  |                      |
|--|----------------------|
| For April Enrollment (Spring Semester : April – August)    | <b>November 20th</b> |
| For October Enrollment(Fall Semester : October – February) | <b>April 20th</b>    |

\*Exchange Students can choose their study period as full year or one semester.

#### ■ Application documents

1. Application Form for Exchange Program
2. Purpose of Study Abroad and Study Plan
3. Certificate of Proficiency in Japanese (if applicable)
4. Application Form for Certificate of Eligibility (COE) \*The documents for student visa application
5. Certificate of enrollment
6. Original Academic transcript
7. A copy of passport
8. Four(4) photos (30mm×40mm size)  
(One attach on the application form for exchange program. One attach on COE application form.  
[Please see attached "Photograph Requirements"](#))
9. Financial Statement (which would show the pledger's solvency) \*Financial Statement is a very important document for COE screening. Please submit the documents that will prove the "Method of support to meet the expenses while in Japan (Section 26 of Application)".

#### ■ Postal address for application

After completion, please send it to the following address by post:

Student Affairs Office, Faculty of Economics, Kobe University  
2-1, Rokkodai-cho, Nada-ku, Kobe, 6578501, JAPAN

## **Exchange program**

<http://www.kobe-u.ac.jp/en/international-students/prospective/exchange-students.html>

## **Scholarships**

Please refer to the following website. We will contact you with the application process later.

<http://www.kobe-u.ac.jp/en/international-students/prospective/exchange-students.html#exchange-students6>

**NOTE:** All scholarship programs' selections are highly competitive. Not all applicants will be successful.

## **Dormitory**

As soon as the room allocations have been finalized, we will send the student(s) the information of the dormitory by the beginning of September.

- The room type will be single only; no other room can be selected.
- The check-in date is from April 1 for the spring enrollment and September 30 for the fall enrollment. If you plan to arrive in Japan earlier than this date, you have to find the accommodation on your own.

**NOTE:** Although exchange students are given priority for room allocations in the university dormitories, applicants should be aware that we cannot provide dormitory rooms to all applicants as the number of international students has been increasing.

- Please refer our website for details;

<http://www.kobe-u.ac.jp/en/international-students/current/housing-information-a.html>

## **Academic Calendar**

<http://www.kobe-u.ac.jp/en/international-students/prospective/academic-calendar.html>

## **Syllabus**

<https://syllabus.kobe-u.ac.jp/kobe-ex-e/campus>

## **Grading System**

| Grades in Japanese | Grades in English | Minimum Points | Maximum Points | Grade Points |
|--------------------|-------------------|----------------|----------------|--------------|
| 秀                  | S                 | 90             | 100            | 4            |
| 優                  | A                 | 80             | 89             | 3            |
| 良                  | B                 | 70             | 79             | 2            |
| 可                  | C                 | 60             | 69             | 1            |
| 不可                 | F                 | 0              | 59             | 0            |

## Application Schedule

| April enrollment | October enrollment | Procedure   |
|------------------|--------------------|---|
| November         | April              | Submit the completed application documents to Kobe university<br><b>by April 20<sup>th</sup> for October Enrollment (Fall semester)</b><br><b>by November 20<sup>th</sup> for April Enrollment (Spring semester)</b>  |
| December         | May -June          | (1) Faculty committee will deliberate upon the acceptance<br>(2) If accepted, Letter of Admission is issued and sent to the applicants' home university.  |
| January          | July               | Kobe University will apply for your COE by proxy. It will be issued within 2 months after submission. (We cannot guarantee 100% successful result of COE assessment, but most cases it has been successful.)<br>* Decide the date of arrival in Japan.  |
| February - March | August -September  | (1) Kobe University will reserve accommodation for those who requested in the application form when your entrance is definite.<br><br>*Available check-in date to accommodation is <u>April 1st for the spring enrollment and September 30 for the fall enrollment</u> . If you wish to come earlier, you will need to secure an accommodation by yourself.               |
|                  |                    | (2) COE will be mailed to the applicants. Apply for College Student Visa at a Japanese Embassy/Consulate in your home country before entrance.  |
|                  |                    | (3) Confirmation of the date of arrival.<br><br>* Inform us of your arrival date, airport and Flight No. by FAX or E-mail immediately after the Flight is confirmed. Your Tutor will meet you at the bus terminal and guide to the dormitory if needed.<br>Note that the arrival time should be earlier than 2:00 PM because the dormitory office would close at 5:00 PM. |
| Early April      | Early October      | (1) We meet you at Kobe University.<br>(2) Participate in New Student Orientation, Welcome Party<br>(3) Classes begin.  |

## Useful Link

Kobe University Homepage/ For International Student

<http://www.kobe-u.ac.jp/en/index.html>

Prospectus "STUDY IN KOBE"2015

<http://www.kobe-u.ac.jp/international/study-in-kobe/sik/index.html>

Faculty / Graduate School of Economics

<http://www.econ.kobe-u.ac.jp/index.html> (Japanese website)

KICC Kobe International Communication Center's Living guide

[http://www.kicc.jp/kicc/guide/index\\_eng.html](http://www.kicc.jp/kicc/guide/index_eng.html)

## Contact Address

Student Affairs Office, Faculty of Economics, Kobe University

2-1, Rokkodai-cho, Nada-ku, Kobe, 6578501, JAPAN

E-mail : [econ-kyomu@office.kobe-u.ac.jp](mailto:econ-kyomu@office.kobe-u.ac.jp)