

Fact Sheet of Student Exchange Program



1. General Information

University name	Utsunomiya University
Nation	Japan
Website	http://www.utsunomiya-u.ac.jp/en/index.php
Specific website for Exchange/Study Abroad	http://intl.utsunomiya-u.ac.jp/en/index.html https://www.facebook.com/CIEUtsunomiya
Postal address	350 Mine-machi, Utsunomiya, Tochigi, 321-8505 JAPAN
Division in charge	International Student and Exchange Division

2. Contact Information

Name	Role	Contact details
Yoshiko Abe (Ms.)	Division Manager	+81-28-649-8167 ryuugak1@miya.jm.utsunomiya-u.ac.jp
Chieko Tate (Ms.) Yukie Yamamoto(Ms.) Hikari Abe(Ms.)	Exchange program coordinator (Inbound & outbound)	+81-28-649-8167 ryuugak1@miya.jm.utsunomiya-u.ac.jp

3. Program Information

	Spring Semester 2018	Fall Semester 2018
Application Deadlines	November 10, 2017	June 1, 2018
Orientation Session	TBA (around April 6, 2018)	TBA (around October 3, 2018)
Class Start Date	TBA (around April 6, 2018)	October 1, 2018
Exam Period	TBA (around 1 st week of August)	TBA (around 1st week of Feb.)

4. How to Apply

Application procedure	Application forms and guideline will be sent to partner universities via email. Application materials must be submitted via mail (post) <u>by partner universities, not by students.</u>
Required documents	<ul style="list-style-type: none"> - Application for Admission (fixed form) - Photo Mount for Student Registration (fixed form) - recommendation letter from President of home university - academic transcript - certificate of enrolment - Medical Certificate (fixed form) - Application for Certificate of Eligibility (fixed form) - copy of passport - Affidavit of Sponsorship (fixed form) - bank certificate of applicant's sponsor - Application for Residence (fixed form) - copy of JLPT result (Essential to applicants for the School/Graduate School of Engineering & the School of Regional Design; To others, desirable to submit if you have)
Language requirements	Applicants for the following faculty/department MUST have passed Japanese Language Proficiency Test (JLPT) level3 or N3.

	<p>-the School of Engineering -the Department of Community Design, the School of Regional Design -the Department of Architecture and Urban Design, the School of Regional Design</p> <p>Applicants for the following faculty/department MUST have passed Japanese Language Proficiency Test (JLPT) level4 or N4.</p> <p>-the Department of Civil Engineering and Regional Design, the School of Regional Design</p> <p>For Applicants for the Graduate School of Engineering, it is highly desirable to have passed JLPT level3 or N3.</p>

5. Course Selection

Course catalog	http://www.utsunomiya-u.ac.jp/admission/cyllabus-open.php * Unfortunately Search System does not work at present.
Course restrictions	<p>Some compulsory courses (for example, First Year Seminar, ESL, Basic Information Processing) may not be available to exchange students.</p> <p>Exchange students must enroll in at least 7 courses for 1 semester due to requirements of resident status as a student.</p>
Japanese courses	<p>We offer Japanese language courses divided into 3 levels (Beginner, Intermediate, and Advanced).</p> <p>- Intermediate Japanese Language Program for Short-term Stay This 6 to 12 months long program is offered for exchange students. It aims to enable students to improve their Japanese language skills as well as advancing their knowledge on Japanese society and culture.</p>

6. Insurance

Health Insurance	<p>Exchange students are required to register for the “National Health Insurance (Kokumin Kenko Hoken)” after arriving in Utsunomiya. This national insurance covers 70% of medical and dental costs.</p> <p>-Estimated insurance fee: approximately 2,000 yen per month.</p>
Personal Accident Insurance for students Pursuing Education and Research (PAS)	<p>All the students of Utsunomiya University are required to purchase the insurance called “PAS.” PAS covers injuries in the event of unexpected accidents during lectures, research activities, school events and so forth.</p> <p>-The insurance fee for a year is 1,340 yen.</p>
Other insurance	<p>In addition to two insurances above, we strongly recommend to purchase travel/study abroad insurance which covers illness, injuries during free time, rescue expenses and compensatory expenses.</p>

7. Visa Information

Exchange students need to apply for a “student visa.”

When applying for the visa, students need a “certificate of eligibility (CoE)” issued by an immigration bureau in Japan. Documents necessary for obtaining this certificate are included in application documents so that we can apply for it on behalf of students. We send it to partners once it’s issued. It usually takes 1 month for issuing.

For further information, please go to: http://www.mofa.go.jp/j_info/visit/visa/index.html

[Expected Time schedule : For Fall semester / For Spring semester]

Announcement of Admission: Middle of July / End of Dec.

CoE application by Utsunomiya University: As soon as we announce the admission

CoE arriving to Utsunomiya University: Middle of Aug. / End of Feb.

Visa application at students’ home country: End of Aug. / Middle of Mar.

*Schedule is very tight. Please fully research and prepare for visa application in advance.

8. Life in Utsunomiya

Accommodation	<p>Dormitory for international students (“International House”)</p> <ul style="list-style-type: none"> - Dormitory type: off-campus accommodation - Room type: single room - Deposit: 30,000 yen/year (non-refundable) - Monthly rent: 6,500 yen (not including utilities) - (If you need) Beddings-Rental charge: 5,000 yen/year - No Meal plan <p>Students have to submit “Application for Residence.” Refer Sec. No. 4.</p>
Living expenses	<p>It all depends on the student’s life style. The average monthly living expenses are as follows:</p> <ul style="list-style-type: none"> - Rent: 6,500 yen - Utilities (electricity, water, gas): 5,000 yen *dependent on individual - Internet: 3,000 yen - Food: 30,000 yen - Mobile phone: 4,000 yen - National Health insurance fee: 2,000 yen per a month
Local transportation	<p>Many students use their own bicycles to move around Utsunomiya City.</p> <p>Bus fare (from JR Utsunomiya Station to UU): 210 yen</p> <p>Train fare (from Utsunomiya to Tokyo): 1,940 yen</p> <p>Airport limousine fare (from Utsunomiya to Narita Airport): 4,000 yen</p>

9. Other Useful Information

Arrival assistance	<p>Exchange students are required to come to JR Utsunomiya Station by themselves. A recommended way to Utsunomiya is taking the airport limousine from Narita or Haneda Airport.</p> <p>We offer free pick-up service at JR Utsunomiya Station. Students must book this service by sending a booking form via email. The form is provided after admission approval.</p>
Tutor system	<p>All exchange students will have their own buddy called “tutor,” who</p>

	helps with doing homework, teaches Japanese and provides advice on daily life.
Campus facilities	<ul style="list-style-type: none">- University Library- Health Service Center- University Hall (Co-op store, cafeteria and so on)- Sports Facilities