

**Application Information for Exchange Program at Kanagawa University 2017**

Kanagawa University announces the application information for the exchange program of 2017 for the students from partner institutions as below:

1. Kanagawa University Student Exchange Program

Exchange students at Kanagawa University each belong to a department or graduate school, and they study Japanese language subjects, subjects related to Japan, and subjects in their study field.

2. Period of Student Exchange

Our exchange program starts in April (1st semester) and September (2nd semester) every year. You may start the program in April or September for one semester or two. Most of the classes run for a semester only, but some classes start in April and run for two semesters. Changes to the period of study after application are not accepted in principle so please confirm the period before you apply. Please ask for any details.

3. Contact Information and Application Inquires

Website URL	http://www.kanagawa-u.ac.jp/english/admissions/exchange_program.html
Address	Inter national Center, Kanagawa University, 3-27-1 Rokkakubashi, Kanagawa-ku, Yokohama, Japan 221-8686 Tel: +81-(0)45-491-1701 Fax:+81-(0)45-481-6011 Email: kokusai-jimu@kanagawa-u.ac.jp

4. Timeline for Admission and Academic Schedule

	Study abroad from Semester 1 (April 2017)	Study abroad from Semester 2 (Sept 2017)
① Online Application Period	Sep 1 to Nov 1, 2016	Mar 1 to May 1, 2017
② Notification of acceptance	End of Dec, 2016	End of May, 2017
③ Release of COE	End of Feb, 2017	End of Jul 2017
④ Release of Orientation Schedule	Early Mar, 2017	Mid Aug, 2017
⑤ Arrival in Japan	Mid Mar, 2017	Mid Sep, 2017
⑥ Orientation week for Exchange Students	4 th week of Mar, 2017	2 nd week of Sep, 2017
⑦ Lectures begin	1 st week of Apr, 2017	3 rd week of Sep, 2017
⑧ Lectures end	4 th week of Jul, 2017	4 th week of Jan, 2018
⑨ Examinations	4 th week of Jul to beginning of Aug, 2017	4 th week of Jan to beginning of Feb, 2018
⑩ Farewell Ceremony	Early Aug, 2017	Early Feb, 2018

5. Eligibility

In order to apply for the Exchange Program, you must:

- (1) be a student at one of the partner institutions of Kanagawa University and recommended by the institution;
- (2) have the language ability stated below:

*Even if you have not yet took JLPT, we might accept your application if you submit the Japanese Language Ability Assessment Form and it is certified that you have Japanese language ability equivalent to N2 or above.

* Even if you do not have Japanese language ability equivalent to N2 or above, we might accept your application if you have enough English proficiency for taking courses in your study area.

Please ask for any details.

Faculty/Graduate School			Japanese Language Proficiency Test
Undergraduate (Faculty)	Yokohama Campus	<ul style="list-style-type: none"> - Law, - Economics, - Foreign Languages, - Human Sciences, - Engineering 	Equivalent to N2 of Japanese Language Proficiency Test or above
	Shonan Hiratsuka Campus	<ul style="list-style-type: none"> - Business Administration, - Science 	Equivalent to N2 of Japanese Language Proficiency Test or above, or enough English proficiency for taking courses in your study area.
Post Graduate (Graduate School)	Yokohama Campus	<ul style="list-style-type: none"> - Law, - Economics, - Foreign Languages, - Human Science, - History of Folklore Studies 	Equivalent to N2 of Japanese Language Proficiency Test or above
		<ul style="list-style-type: none"> - Engineering 	Equivalent to N2 of Japanese Language Proficiency Test or above, or enough English proficiency for taking courses, research in your study area.
	Shonan Hiratsuka Campus	<ul style="list-style-type: none"> - Business Administration, - Science 	Equivalent to N2 of Japanese Language Proficiency Test or above or enough English proficiency for taking courses, research in your study area.

6. How to Apply/Application Materials

<How to Apply>

Please apply online at the website listed below

<http://www.kanagawa-u.ac.jp/international/welcome/exchange/application/>

After applying to the website, we will announce you confirmation. We may ask you to modify the documents, so please do not post the original documents until we ask you to do. And please post the original documents through your home university, please do not post by yourself.

<Application Materials>

All documents must be prepared all in either Japanese or English.

Translation of each document should be attached along with the original if any documents are prepared in other languages. Please post the original documents by courier.

How to Apply	Application Materials		Format	Deadline
<ul style="list-style-type: none"> ● After completing online, Post original documents 	①	Copy of Online Application Form (Printed and signed)	fixed	Online application [1 st semester from April,2017] By 1st November,2016 [2 nd semester from Sept,2017] By 1st May, 2017 • After application, the International Center will contact applicants with a confirmation of receipt. • Please post the appropriate documents only after receiving word from the International Center. (We may ask you to make amendments.)
	②	Official Certificate of Student Registration at Host Institution	—	
	③	Official Academic Transcripts issued by Home Institution	—	
	④	"Application for Certificate of Eligibility"	fixed	
	⑤	Original Official Bank Statement under the name of Payer of Expenses	—	
<ul style="list-style-type: none"> ● Complete online (only) ※If you have not studied Japanese previously, ⑦ need not be submitted.	⑥	Letter of Recommendation	—	
	⑦	Copy of Japanese Language Proficiency Test results※	—	
		(For those who have not sat JLPT or are below N2 ability) Japanese Language Ability Assessment Form※	fixed	
	⑧	Statement of Learning/Research Objectives	fixed	
	⑨	Information Form for Visa Application	fixed	
	⑩	Photocopy of valid passport	—	
⑪	"Certificate of Physical Condition"	fixed		
● Post (only)	⑫	4 ID photos (3cm×4cm、 Taken within one month)	—	

※ Please submit the following if you apply for the Department of Architecture, Faculty of Engineering or Course of Architecture and Building Engineering, Graduate School of Engineering.

● Post (only)	⑬	Portfolio (Maximum size: 15 pages on A3 paper)	—	Same as above
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※ For people with citizenship of China, Myanmar, Bangladesh, Mongolia, Vietnam, Sri Lanka or Nepal, in the case where the Payer of Expenses is not the Applicant, please also submit the following documents.

<ul style="list-style-type: none"> After completing online, Post original documents 	⑭	“Affidavit of a Payer of Expenses”	fixed	Same as above
	⑮	Notarization Certificate of Family Relationships	—	

7. Other

<Certificate of Eligibility>

Kanagawa University will, on behalf of Exchange Students, apply to the Immigration Bureau in Japan for the Certificate of Eligibility (COE).

As soon as the Certificate is issued, it will be sent to your institution. You will need to bring the COE to your local Japanese Embassy or Consulate in order to obtain a Student Visa.

<Student Accommodation and Homestay>

Kanagawa University has accommodation for exchange students. Please apply during the online application process. We can also introduce homestays. Please ask for any details.

<Subject Selection>

If you wish to take classes in Japanese, at least JLPT N2 level equivalent is required.

If your Japanese skills are insufficient, in some cases you may not be able to take classes in Japanese

<Kanagawa University, Yoneda Yoshimori Education Scholarship for Exchange Students.>

Kanagawa University offers scholarships for all exchange students from partner institutions. Application procedure will be explained during the orientation week. Please refer to the “Application Information for Kanagawa University, YONEDA Yoshimori Education Scholarship” (for Exchange Students)” for the details.

Exchange students might instead be allocated the scholarship called “Student Exchange Support Program (Scholarship for Short-Term Study in Japan)” from Japan Student Services Organization (JASSO) if we receive the funding.