

**STUDENT EXCHANGE  
PROGRAM**

**Fact Sheet “2019-2020”**



SCHOOL AND  
GRADUATE SCHOOL OF  
BUSINESS ADMINISTRATION

**Kobe University**



<b>Name of University</b>	School and Graduate School of Business Administration, Kobe University
<b>Website</b>	<a href="http://www.kobe-u.ac.jp/en/">http://www.kobe-u.ac.jp/en/</a>
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## Schedule

	Spring Semester (April, 2019 - )	Fall Semester (October, 2019- )
<b>Application Deadlines</b>	November 30, 2018	May 31, 2019
<b>Orientation Session</b>	Early April, 2019	Early October, 2019
<b>Class starts</b>	The first week of April, 2019	The first week of October, 2019
<b>Exam Period</b>	July - August	December - January
<b>Vacation</b>	August - September	February - March

Note: Our School Year begins in April and end in March.

## Nomination & Application

<b>Application Documents</b>	<p>Please submit all the application documents, which mentioned in the following link.</p> <ul style="list-style-type: none"> <li>■ Application form found link below website":  <a href="http://www.kobe-u.ac.jp/documents/en/study_in_kobe/admission/ku_exchange_student_application_english.pdf">http://www.kobe-u.ac.jp/documents/en/study_in_kobe/admission/ku_exchange_student_application_english.pdf</a></li> </ul> <p>* About "Preferred Faculty or Graduate School", please do not choose any, but write "Business Administration" by handwriting.</p> <ul style="list-style-type: none"> <li>■ Academic transcript</li> <li>■ Certificate of eligibility (COE) Application Form</li> <li>■ Financial Statement</li> </ul> <p>The documents that prove the "Method of support to meet the expenses while in Japan", such as a latest bank statement which has more than 600,000 yen balance for 6 months or 1,200,000 yen balance for one year to stay at Kobe University as an exchange student. We only accept the bank certificate issued in English or translated into English by your home university.</p> <ul style="list-style-type: none"> <li>■ Copy of your Passport ID page</li> <li>■ CV</li> <li>■ Home University Letter</li> </ul> <p>*The photo size should be exactly followed by the instruction below.  <a href="http://www.kobe-u.ac.jp/documents/en/international-students/prospective/COE_photo_size.pdf">http://www.kobe-u.ac.jp/documents/en/international-students/prospective/COE_photo_size.pdf</a></p> <p><b>Please send all the documents via postal mail except for the digital photo by the deadline.</b></p>
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<b>Type of Agreement</b>	<ul style="list-style-type: none"> <li>■ Student Exchange</li> </ul>
<b>Number of Seats</b>	<b>1 to 3 per partner university (depending on the agreement)</b>
<b>Level/Courses/Programs offered</b>	<ul style="list-style-type: none"> <li>■ Undergraduate</li> <li>■ Graduate</li> </ul>
<b>GPA</b>	<ul style="list-style-type: none"> <li>■ GPA 3.0 or above on a 4.0 scale</li> </ul>

## Academic Information

<b>Course Information/Syllabus</b>	<ul style="list-style-type: none"> <li>■ Course Syllabus is available after the semester started</li> </ul>
<b>Course Selection/Procedure</b>	<ul style="list-style-type: none"> <li>■ Course choice to be made after the semester started</li> </ul>
<b>Language of Instructions</b>	<ul style="list-style-type: none"> <li>■ English and/or Japanese</li> </ul>

<b>Credits</b>	<ul style="list-style-type: none"> <li>■ The number of contact hours per credit is 15. Including these contact hours, Students are expected to study 45 hours (workload hours) per credit. We usually offer 2 credits classes for most regular courses. SESAMI courses offer 1 or 2 credits per class.</li> </ul>
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## Visa

<b>Student Visa</b>	<ul style="list-style-type: none"> <li>■ Compulsory (Please send <a href="#">COE application form</a> with your documents.)</li> </ul>
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## Life & Accommodation

<b>Approximate Expenses,</b>	<ul style="list-style-type: none"> <li>■ Accommodation: Check the link below.</li> </ul>
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<b>per month</b>	<p><a href="http://www.kobe-u.ac.jp/en/campuslife/housing/accommodation.html">http://www.kobe-u.ac.jp/en/campuslife/housing/accommodation.html</a></p> <ul style="list-style-type: none"> <li>•Kobe University International Residence (Off-Campus) <a href="http://www.kobe-u.ac.jp/en/campuslife/housing/accommodation.html#ir">http://www.kobe-u.ac.jp/en/campuslife/housing/accommodation.html#ir</a></li> <li>•Kobe University KOKUI Residence (Off-Campus) <a href="http://www.kobe-u.ac.jp/en/campuslife/housing/accommodation.html#kr">http://www.kobe-u.ac.jp/en/campuslife/housing/accommodation.html#kr</a></li> <li>•Kobe University Sumiyoshi International Student House (Off-Campus) <a href="http://www.kobe-u.ac.jp/en/campuslife/housing/accommodation.html#sish">http://www.kobe-u.ac.jp/en/campuslife/housing/accommodation.html#sish</a></li> <li>•Kobe University Sumiyoshi Residence (Off-Campus) <a href="http://www.kobe-u.ac.jp/en/campuslife/housing/accommodation.html#sr">http://www.kobe-u.ac.jp/en/campuslife/housing/accommodation.html#sr</a></li> <li>•Kobe University Women's Residence(Off-Campus) <a href="http://www.kobe-u.ac.jp/en/campuslife/housing/accommodation.html#jr">http://www.kobe-u.ac.jp/en/campuslife/housing/accommodation.html#jr</a></li> <li>•Kobe University Hakuo Dormitory/International House (Fukae area) (Off-Campus) <a href="http://www.kobe-u.ac.jp/en/campuslife/housing/accommodation.html#hd">http://www.kobe-u.ac.jp/en/campuslife/housing/accommodation.html#hd</a></li> <li>•Kobe University International House (Fukae area)(Off-Campus) <a href="http://www.kobe-u.ac.jp/en/campuslife/housing/accommodation.html#ih">http://www.kobe-u.ac.jp/en/campuslife/housing/accommodation.html#ih</a></li> </ul> <p>           ■Food: 20,000 - 40,000 yen            ■Books: For M or UG students : 30,000 - 40,000 yen            ■Miscellaneous         </p>
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<b>National health insurance</b>	<p>■ All students will have to subscribe to the COMPULSORY National health Insurance upon their arrival at Kobe University, which will cover 70% of the cost when they go to hospital in Japan. (With exceptions)</p>
<b>Vaccination</b>	<p>■Kobe University has implemented the Measles and Rubella Registration Policy, and all newly enrolled students must submit the certificate demonstrating inoculation and an antibody test against measles and rubella at the medical examination held at Kobe University. Those who do not certificate are required to take antibody test in Japan.</p>
<b>Medical Support Consultation Form</b>	<p>For students with chronic conditions and disabilities (Physical, developmental, or mental), if you let us know in advance, we will make preparations to support your medical needs, if any, during your stay. If you are taking medication and need support to find medical doctors for continuous treatment in Japan, please let us know using the "Medical Support Consultation Form" before coming to Japan. Please contact us (<a href="mailto:bkyomu@b.kobe-u.ac.jp">bkyomu@b.kobe-u.ac.jp</a>) for receiving the "Medical Support Consultation Form".</p>
<b>Arrival Information Pick-up Assistance</b>	<p>■ A buddy will be assigned to each exchange student as a tutor during his or her stay in Kobe, who will pick him or her up at the bus terminal "Kobe Sannomiya". Tutor will help you while you are in Kobe.</p>

### *Student Service*

<b>Campus Facilities</b>	<ul style="list-style-type: none"> <li>■Free Internet access</li> <li>■Free copy service (up to 250 copies per semester)</li> <li>■Library</li> <li>■Language Centre: Japanese Language Courses are available. <a href="http://www.kisc.kobe-u.ac.jp/english/program/laboratory_course.html">http://www.kisc.kobe-u.ac.jp/english/program/laboratory_course.html</a></li> <li>■Cafeteria</li> <li>■Advising and Counselling Services for International Students</li> </ul>
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<b>Summer Programmes</b>	None
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Last update: Oct. 1, 2018 (ver 2.0)