

# STUDENT EXCHANGE PROGRAM

Fact Sheet “2023-2024”



GRADUATE SCHOOL AND  
SCHOOL OF BUSINESS  
ADMINISTRATION

## Kobe University



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

	Spring Semester (April 2023~ )	Fall Semester (October 2023~ )
<b>Nomination Period</b>	August 1 to October 31, 2022	February 1 to April 30, 2023
<b>Application Deadline</b>	November 30, 2022	<b>May 10, 2023</b>
<b>Orientation Session</b>	April 3, 2023	September 29, 2023 (tentative)
<b>Class starts</b>	The second week of April, 2023	The first week of October, 2023
<b>Exam Period</b>	July - August	January - February
<b>Vacation</b>	August – September	February – March
<b>School year</b>	The academic year starts every April and ends in March.	
<b>Summer Programmes</b>	None	

## Nomination

<b>Student's Information needed from home university (by e-mail)</b>  <a href="mailto:bkyomu@b.kobe-u.ac.jp">bkyomu@b.kobe-u.ac.jp</a>	<p>Please send us students' information by using our <a href="#">nomination form</a>.</p> <p>Also please forward our fact sheet to your nominated students so that they can complete their applications.</p>
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## Application after Nomination

<b>Application for students</b>	<p>Please submit the materials below and complete on-line COE application form by the deadline.</p> <p>■ Materials to be submitted by E-mail to <a href="mailto:bkyomu@b.kobe-u.ac.jp">bkyomu@b.kobe-u.ac.jp</a>:</p> <ol style="list-style-type: none"> <li>1. Academic transcript</li> <li>2. CV (free format)</li> <li>3. Home University Nomination (Recommendation) Letter</li> <li>4. <a href="#">Application form</a> (Kobe University form)</li> </ol> <p>■ On-line Student Visa Application for COE (Certificate of Eligibility).</p> <p>Nominated exchange students will receive an email sent from a send-only email address (intl-cesr@office.kobe-u.ac.jp) with a link to access the on-line application form arranged by Kobe University after the nomination periods (around November for Spring semester, around May for Fall semester).</p> <p>Please refer to <a href="#">COE online application form appearance and instructions</a> for detail.</p> <p>The applicant will be requested to upload the following materials to the COE online application:</p> <ol style="list-style-type: none"> <li>1. Digital ID Photo  <b>The ID photo should be taken within the last 3 months.</b>  <b>ID photo MUST NOT same as your passport.</b>  The photo must meet all specifications with <a href="#">the instruction</a>.</li> <li>2. Passport ID Page</li> <li>3. Proof of Financial Support in English or Japanese  Bank balance certificate of yourself or your supporter's  If you chose "scholarship" as your financial proof, need to submit a copy of an official document <b>in English</b> proving that the applicant will receive the scholarship/ grant.</li> </ol> <p>After you filled out the COE application, we will apply for your COE on your behalf, and your COE will be issued in around 1 to 3 months depending on the congestion of the immigration office. As soon as receiving your COE, we will send it to your home university, not to each student. Please contact the nearby Japanese embassy or consulate for visa application after receiving your COE.</p> <p>Students who do not receive any email in the expected period are advised to check their e-mail folders including SPAM or advertisement mailbox because it could fail to reach your main inbox.</p> <p>Please note that the COE application will not guarantee your entry into Japan as an exchange student.</p>
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## Academic Information & Criteria

<b>GPA</b>	GPA 3.0 or above on a 4.0 scale
<b>Course Information/Syllabus</b>	* <a href="#">Course Syllabus</a> is available about two weeks before each semester starts.
<b>Course Selection/Procedure</b>	* <a href="#">KIMAP in Management courses</a> , <a href="#">Japanese language courses</a> and other courses may be available that are announced right before each semester.
<b>Language of Instructions</b>	* Course registration period will start right after the semester starts. * English and/or Japanese

## Study Plan

<b>Credits</b>	* KIMAP in Management courses offer 1 or 2 credits per course. * Almost Japanese courses are non-credit.
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## Life & Accommodation

<b>Dormitory &amp; Approximate Expenses, per month</b>  <a href="#">Estimated living costs</a>	<p>You can apply for Kobe University Dormitory via application form. (Please refer to Application for students column above).</p> <p>*<a href="#">Accommodation in Kobe University</a>: JPY 10,700 ~ 24,000 /month + other expenses such as utilities (approx. JPY15,000/ month)</p> <p>NOTE: Students won't be able to select their dormitory.</p> <p>* Insurance etc : JPY 5,500 ~ (Please refer to insurance column below)</p> <p>* Food : JPY 20,000 ~</p> <p><b>TOTAL:</b> Approximately JPY 100,000/month</p>
<b>Insurance and Medical Assistance Service</b>  All students are mandatory to join all these 4 during your stay.  <a href="#">University insurance</a>	<ol style="list-style-type: none"> <li>1. <a href="#">National Health Insurance</a> (JPY 2,000/month) The National Health Insurance System in Japan reduces individuals' medical costs.</li> <li>2. <a href="#">Personal Accident Insurance for Students Pursuing Education and Research (PAS)</a> (JPY 1,000) covers accidents and injuries during University events and classes.</li> <li>3. <a href="#">Comprehensive Insurance for Student's Lives Coupled with PAS</a> for International (JPY 1,110 or more, depending on the package selected) This covers accidents that can happen during your daily life including off-campus.</li> <li>4. Inbound Medical Assistance Service (<a href="#">IMAS</a>) (JPY 1,300) The medical assistance service during your stay in Kobe.</li> </ol>
<b>Vaccination</b>	<p>Kobe University has adopted Measles and Rubella Registration Policy, and all newly enrolled students must submit a 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 an antibody test in Japan.</p>
<b>Medical Support Consultation</b>	<p>For students with chronic conditions and disabilities (physical, developmental, or mental), if you let us know <u>in advance</u>, we will make preparations to support your medical needs, if any, during your stay.</p> <p>Please contact us (<a href="mailto:bkyomu@b.kobe-u.ac.jp">bkyomu@b.kobe-u.ac.jp</a>) for the procedure.</p>
<b>Medical Support</b>	<p>The Medical Center for Student Health offers emergency first aid treatment, annual medical checkups, and consultations regarding physical or mental health.</p> <p><a href="#">Detailed information is available on the web page.</a></p>
<b>Campus support &amp; access</b>	<p>A buddy will be assigned to each exchange student to help their life in Kobe. The exchange students will receive an email from their tutor before the semester.</p> <p><a href="#">Access to our campus</a></p>

## Student Service

<b>Campus Facilities</b>	<ul style="list-style-type: none"> <li>* Free Internet access</li> <li>* Free copy service (up to 500 copies per semester)</li> <li>* Library</li> <li>* Cafeteria</li> <li>* Advising and Counselling Services for International Students</li> </ul> <p>Please check Exchange Students website for the latest information. <a href="https://b.kobe-u.ac.jp/en/exchange_students/">https://b.kobe-u.ac.jp/en/exchange_students/</a></p>
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Last update: December 2022 (ver2)