京都大学
KYOTO UNIVERSITY

International Student Mobility Division, Kyoto University
Exchange Program Application

Instruction for Partners

Application and Nomination dead-lines	Nomination dead-line	Application dead-line
For students come to Kyoto in April	September 15th	The end of September
For students come to Kyoto in October	February 15th	The end of February

If you have questions regarding the quota, please contact us in advance.
Please read the "Guide of exchange program at Kyoto U" carefully and entirely, and then decide which program (KUINEP or General Exchange Program) is suitable for your student.
Please pass the application forms (1~4) to your students for them to start to complete the application.

Nomination	Send the list of nominee(s) to ryuga-exchange@kyoto-u.ac.jp by the nomination dead-line date.	Students information needed for the nomination 1. Name, DOB and Gender 2. **Exchange program**[1] (KUINEP or General Exchange Program) wishes to be participated at Kyoto U 3. **Intended period** of exchange at Kyoto U 4. Academic grade at home university 5. Field of study at home university

Kyoto U will send the URL and password for online application (Step 1) for Kyoto U exchange program to the office of our partner universities. Please pass it to your nominated student(s).

After the information in the "Step 1" is reviewed by ISMD, ISMD will send the URL for the online application "Step2" to student by email.

Nominee(s) complete the online application, and submit the completed application documents (including the language supporting document and document for JASSO if needed) to the office of home university

Send the documents to Kyoto U by post.	Confirm your student(s)'s application documents, and sign them. Send the documents to the following address by post. All the application documents must be sent through office of student's home university. The application documents must reach Kyoto U before the dead-line date. *TO: Inbound exchange program coordinator,* *International Student Mobility Division, Kyoto University,* *Yoshida-Honmachi, Sakyo-ku, Kyoto, 606-8501, JAPAN*

The results (The first packet includes pdf copy of letter of acceptance, instruction for application of COE, housing information, etc.) will be sent to office of partner university in **July** (Application for October) / **January** (Application for April).

[1] Kyoto U offers two types of exchange programs to the students of our partner universities (see next page). Please discuss with your student what the best possible choice is for your student. For any questions regarding the exchange programs, please contact ISMD office (incoming general inquiries) in advance

<Exchange Programs at Kyoto U>

Exchange Programs			
	KUINEP	**General Exchange(GE) Program**	
		Special Auditor	Special Research
Student status available for the program (student status at Home U while in Kyoto)	Undergraduate	Undergraduate, Master, Doctor	Master, Doctor
Language proficiency	TOEFL iBT 79 or IELTS 6.0 and over is desirable (KUINEP student must be proficient in English.)	1st level Japanese Language Proficiency Test or the equivalent is required. ***1**	Not required
Outline	KUINEP provides undergraduate level lectures in English. KUINEP is not a Japanese language study program, and it is aimed to deepen students' knowledge and understanding of Japan and its culture.	This is the program which students take ordinary courses taught in Japanese. Students in undergraduate faculties and in graduate schools are affiliated.	This is the program to deepen their own research under the instruction of academic supervisors without taking any courses lectured in classrooms. Japanese proficiency is not required if the supervisor can guide in the student by any other language.
Workload, etc.	Each semester, KUINEP students are required to register at least 6 courses of which two has to be from KUINEP core subjects (two credits per class). The students can take courses taught in English from Liberal Arts and General Education catalog. Those who have appropriate Japanese language proficiency can take regular classes offered by faculty with the lecturer's permission. They may even take more than 6 courses. ***2**	GE students will take ordinary courses offered by their faculty/graduate school. ***2** Academic year of Kyoto U starts in April and ends in March. Faculties and Graduate schools of Kyoto U offer courses which conclude within one semester. However, most of the courses offered by Faculty /Graduate School of Letters are year-long courses which start in April and end in March. Such courses can be taken ONLY by students who stay at Kyoto U for one full year from APRIL to MARCH.	Course registration is not available to Special Research Student. Official credits will not be conferred.
Credits	2 credits for each KUINEP core subject	1-4 credits	Official credits will not be conferred.

***1**: Faculty of Engineering/Graduate School of Informatics/Graduate school of Economics provides a few number of the courses lectured in English. It is possible to join the General Exchange Program without having sufficient Japanese language proficiency if student are able to find the courses matches to the subject he/she wishes to study at Kyoto-U, he/she may take those courses in English. For more information, please contact us well in advance before the dead-line date.

***2**: Some seminars and courses involving practical training or experiments may preclude exchange students because of limit of numbers of students who are allowed to take them, on the basis of priority for regular students. Graduate level courses are NOT available to undergraduate students. Undergraduate level courses are NOT available to graduate students.

Japanese Language Courses	
Outline	The International Center offers Japanese Language Courses. Japanese Language Courses are divided into three different levels (elementary, intermediate, and advanced). Students will be required to take a placement test at the beginning of each semester to determine their level of Japanese language proficiency.
Work Load	Exchange students can take maximum of 7 classes per week in each semester. KUINEP and General Exchange students (except GE special research student) will receive one credit each when they have completed.