

Check List for Student Exchange Program at Kindai University

Required Application Documents by <u>Partner Universities</u>	
1. Nomination List (Kindai original format)	<p style="text-align: center;">Nomination deadline for Spring 2020 September 27, 2019</p> <p style="text-align: center;">Please send soft copies to makiko.usutani@itp.kindai.ac.jp</p>
2. Credits/Units Converting Calculation Formula (Kindai original format) <i>*Please fill in the sections highlighted in blue.</i>	
Required Application Documents by <u>Nominees</u>	
1-4, 9, 11-12 and 14 are Kindai original forms. Please prepare 5-8, 10 and 13 at your end.	
1. Application for Student Exchange Program at Kindai University (Form A) <i>*Your JPEG photo needs to be attached in the form.</i>	<p style="text-align: center;">Application Deadline for Spring 2020 October 31, 2019</p> <p style="text-align: center;">All the required documents should be emailed together to makiko.usutani@itp.kindai.ac.jp</p> <p style="text-align: center;">*Please do not send by postal mail.</p>
2. Study Plan at Kindai University (Form B) <i>*Academic course schedule will be available in March 2020</i>	
3. Plan for Study Abroad (Form C) <i>*At least the whole one page needs to be filled.</i>	
4. Letter of Recommendation <u>by professor</u> (Form D) <i>*Please submit a scanned copy after being signed by a reference.</i>	
5. Official transcript at home institution in English	
6. Official certificate of enrollment at home institution in English <i>*The certificate needs to prove your enrollment at your home university is officially effective until the end of our program period at least.</i>	
7. Certificate of Language Level (e.g. JLPT/J-CAT/TOEFL/IELTS/other)	
8. Copy of applicant's passport biological page	
9. Application for Certificate of Eligibility (<u>in Excel file; 3pages</u>) <i>*No photo required in the file</i> <i>*Please make sure to prepare it based on the attached sample!</i>	
10. ID photo in <u>JPEG file</u> <i>*This photo cannot be same as the one in your passport.</i> <i>*4(H)x3(W)cm, in color, in full-face view directly facing camera, in front of a plain background, taken within 3 months.</i> A hat and glasses are not acceptable in the photo.	
11. Certificate of Health Examination in Kindai Format <i>* X-ray and checkup have to be taken in either September or October, 2019</i>	
12. Arrival Schedule to Japan (Form E)	<p style="text-align: center;">February 3, 2020</p> <p style="text-align: center;"><i>*They should be submitted by email.</i></p>
13. International Travel / Study Abroad Insurance Certificate <u>in English</u>	
14. [Optional] Personal Information Sheet for Home Visit Program <i>*Your JPEG photo needs to be attached in the form. (Same as Form A is fine.)</i> (Available for 1 semester students only. Please refer to the details below.)	

[What is Home Visit Program?]

This is for your students to spend their spare time with their Japanese family for the purpose of intercultural exchange. While they are all staying at apartment/dorm individually, we are hoping that this program is designed to give them an opportunity to learn more about Japanese culture through interaction with a Japanese family. Currently the Japanese host family is either professor or administrative staff at Kindai University.

Contact

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