

STUDENT EXCHANGE PROGRAM

Fact Sheet “2023-2024”



GRADUATE SCHOOL AND
SCHOOL OF BUSINESS
ADMINISTRATION

Kobe University



Name of University	Graduate School and School of Business Administration, Kobe University
Website	Graduate School of Business Administration https://b.kobe-u.ac.jp/en/ Kobe University http://www.kobe-u.ac.jp/en/index.html
Address	2-1 Rokkodai Nada Kobe Hyogo Japan 657-8501
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Contact Persons	Functions	Contact Data
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Schedule

	Spring Semester (April 2023~)	Fall Semester (October 2023~)
Nomination Period	August 1 to October 31, 2022	February 1 to April 30, 2023
Application Deadline	November 30, 2022	May 31, 2023
Orientation Session	April 3, 2023	October 2, 2023 (tentative)
Class starts	The second week of April, 2023	The first week of October, 2023
Exam Period	July - August	January - February
Vacation	August – September	February – March
School year	The academic year starts every April and ends in March.	
Summer Programmes	None	

Nomination

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

Application for students	<p>Please complete and submit the below materials and online application forms by the deadline.</p> <ul style="list-style-type: none">■ Materials to be submitted by E-mail at bkyomu@b.kobe-u.ac.jp:<ol style="list-style-type: none">1. Academic transcript2. CV (free format)3. Home University Nomination (Recommendation) Letter■ On-line Application form: On-line Application Form (Spring 2023-) (Opens from August 1 to November 30, 2022) On-line Application Form (Fall 2023-) (Opens from February 1 to May 31, 2023)■ On-line Student Visa Application for COE (Certificate of Eligibility). <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 online application form arranged by Kobe University after our nomination periods (around November for Spring semester, around May for Fall semester).</p> <p>Please refer to COE online application form appearance and instructions 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">1. Digital ID Photo The ID photo should be taken within the last 3 months. The photo must meet all specifications with the instruction.2. Passport ID Page3. Proof of Financial Support in English or Japanese Bank balance certificate of yourself or your supporter's If you receive scholarship/grant as your financial support, please submit an official document in English proving the amount and period that you receive it. <p>After you filled out the COE application, we will apply for your COE on your behalf, and your COE will be issued 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 the main mailbox.</p> <p>Please note that submitting the online COE application will not guarantee being able to join the exchange program and come to Kobe University in Japan.</p>
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Academic Information & Criteria

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

Study Plan

Credits	* SESAMI courses offer 1 or 2 credits per class. * Almost Japanese courses are non-credit.
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Life & Accommodation

Dormitory & Approximate Expenses, per month Estimated living costs	You can apply for Kobe University Dormitory via On-line Application form (Please refer to Application for students). * Accommodation in Kobe University : JPY 10,700 ~ 24,000 /month + other expenses such as utilities (approx. JPY15,000/ month) NOTE: Students won't be able to select their dormitory. * Insurance etc : JPY 5,500 ~ (Please refer insurance column below) * Food : JPY 20,000 ~ TOTAL : Approximately JPY 100,000/month
Insurance and Medical Assistance Service All students are mandatory to join all these 4 during your stay. University insurance	1. National Health Insurance (JPY 2,000/month) The National Health Insurance System in Japan reduces individuals' medical costs. 2. Personal Accident Insurance for Students Pursuing Education and Research (PAS) (JPY 1,000) covers accidents and injuries during University events and classes. 3. Comprehensive Insurance for Student's Lives Coupled with PAS for International (JPY 1,110 or more, depending on the package selected) This covers accidents that can happen during your daily life include off-campus. 4. Inbound Medical Assistance Service (IMAS) (JPY 1,300) The medical assistance service during your stay in Kobe.
Vaccination	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.
Medical Support Consultation	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. Please contact us (bkyomu@b.kobe-u.ac.jp) for the procedure.
Medical Support	The Medical Center for Student Health offers emergency first aid treatment, annual medical checkups, and consultations regarding physical or mental health. Detail information is available on the web page.
Campus support & access	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. Access to our campus

Student Service

Campus Facilities	* Free Internet access * Free copy service (up to 500 copies per semester) * Library * Language Centre: Japanese Language Courses are available. * Cafeteria * Advising and Counselling Services for International Students
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