

**Application Guideline for Kumamoto University
Short-Term Exchange Program (STEP) 2023 - 2024
(Undergraduate Level, Fall Semester 2023)**

1. Eligibility

- Applicants should be non-Japanese nationality and full-time undergraduate students at universities which have a signed international student exchange agreement with Kumamoto University (hereafter, KU)
- Applicants of **J-Course** should be 3rd year students at the time of program start and must possess Japanese proficiency level of JLPT N2 or higher (a copy of your JLPT test result is required.)
 - A letter from a professor **CANNOT be accepted** as a proof of language proficiency
 - If there is a difficulty taking a JLPT test in your region/country, please consult beforehand
- * The prerequisite for Japanese language proficiency has been upgraded to JLPT N2 from Fall Semester 2022 application.
- **E-Course** seeking applicants should be 3rd year students at the time of program start. For all non-native English speakers (including students who attend universities in English-speaking countries,) submission of a copy of TOEFL-iBT score card (61 or higher) is required (TOEIC or IELTS score is also accepted.)
 - Chinese CET is NOT sufficient as a proof
 - A letter from a professor **CANNOT be accepted** as a proof of language proficiency
- Candidates must be able to follow the rules and regulations of KU's.
- Applicants must be physically and mentally capable of completing their entire study period (if they have chronic disease or pre-existing symptoms, they should be able to prepare and bring enough prescribed medicine with them)

2. Required Documents

① Application for Kumamoto University STEP(For Undergraduates): submission in Excel format

- Name in Katakana: required field
- Expected Graduation Date: required field
- Academic History: up to September, 2023
- Preferred duration of enrollment at Kumamoto University:
 - 6 months (1 semester) from October 1, 2023 to March 31, 2024
 - or
 - 1 year (2 semesters) from October 1, 2023 to September 30, 2024

*Please ensure that your Expected Graduation Date and return flight date are later than above-mentioned end date of each duration of your choice (i.e., you are not allowed to attend any classes at your home university while enrolled as a Kumamoto U student.)

*Opening Ceremony of the Program and orientations will be held in the middle of September. More details including your travelling date will be informed later.

- Signature: not needed

② Certificate of Enrollment (issued by home university)

- ③ Academic Record (official home university academic transcript) of the most recent academic year
- ④ Letter of recommendation (from applicant's academic supervisor or a faculty member who knows him/her well)
- ⑤ Health Certificate (KU format): must be stamped by the official medical institution
- ⑥ Application for Certificate of Eligibility (COE) form (3 pages in total): submission in Excel format
- ⑦ Certificate of financial support (certificate of bank account balance, certificate of income, etc.)
- ⑧ Application for the International House (if you would like to rent a KU dormitory room)
- ⑨ ID photo image (40mm × 30mm): **MUST be taken within 3 months**, submit in JPG or PDF format
- ⑩ Copy of the picture page of applicant's passport: JPG or PDF
 - * Check its expiry date and if there is less than a year left, please renew it prior to application
- ⑪ Certificate of language proficiency

3. Submission and Deadline

Please submit required documents to the person in charge of overseas study programs/mobile at your home university. Your documents should be sent via e-mail. Please note that KU does not accept documents or reply any inquiries submitted directly by applicants.

(1) Submission Deadline

Friday, April 14, 2023 by 5 PM JST

(Application documents must arrive at our office in mail no later than above date)

(2) Where to Submit

International Student Office

Kumamoto University

gji-ryugaku[at]jimu.kumamoto-u.ac.jp (please replace [at] with @)