



Exchange Program Fact Sheet

As of 15 October, 2024

Contact Information	
Website	http://www.keiho-u.ac.jp/
Address	<p>Center for International Education and Exchange (CIEE) Osaka University of Economics and Law (OUEL) 6-10, Gakuonji, Yao-shi, Osaka, 581-8511, Japan Tel: +81-(0)72-941-5597 Fax: +81-(0)72-941-1610 <kokusai@keiho-u.ac.jp></p>
Hours of Operation	9:00am-5:00pm (Monday-Friday) Closed on Saturdays, Sundays and National public holidays.
Contacts	<p>Ms Dayoung PARK Mr Tetsuya DOKO Ms Ayako HASHIMOTO Mail to: kokusai@keiho-u.ac.jp</p>
Application Information	
Length of Study	<p>*One Semester or One Academic Year (Start: Spring or Fall)</p> <p>[Spring Semester 2025] <input type="radio"/> One Semester (April 2025 - August 2025) <input type="radio"/> One Academic year (April 2025 - March 2026)</p> <p>[Fall Semester 2025] <input type="radio"/> One Semester (September 2025 - March 2026) <input type="radio"/> One Academic year (September 2025 - August 2026)</p>
Language of Instruction	Japanese and English
Application Procedure	<p><u>Step 1</u>: Obtain a nomination form from our website and a coordinator at home university fills in/signs <u>Step 2</u>: Complete the online application form and send data files of the required application documents below by email</p> <ol style="list-style-type: none"> 1) Nomination Form 2) Resume 3) A certificate of student status 4) Transcript 5) Copy of passport identification page 6) Proof of Japanese language proficiency (if you have learnt Japanese before or currently learning) 7) Letter of Recommendation (academic advisor or teaching support) 8) Application for Certificate of Eligibility (*COE: Visa documents) 9) Copy of passport sized photo <p>*For Korean citizen only, a copy of 「住民登録証」(both sides) is additionally required. <u>Step 3</u>: Send three passport sized(30mm-40mm, colour) photos taken in the last 3months by post</p>
Nomination & Application Deadlines	<p>Application Period</p> <p><input type="radio"/> Spring Semester 2025: November 1 - November 29, 2024 <input type="radio"/> Fall Semester 2025: March 7 - April 4, 2025</p> <p>Both nomination by home university and online application by the nominated student must be completed during the application period. The original ID photos must also arrive at the CIEE office by the application deadline.</p>
How to apply	<p>Application process is taken place all online. Check out the OUEL web site --> http://www.keiho-u.ac.jp/campuslife/sheet/overseas_ukeire.html</p>

Academic Information					
Spring Semester 2025 (as of October 2024)					
Designated Arrival Date	One Academic year	One Semester	31 March, 2025		
Orientation/Registration			1 April, 2025		
Spring Semester Starts			7 April, 2025		
End of Spring Semester			22 July, 2025		
Final Exam period			23 July ~ 2 August, 2025		
Summer Break			3 August ~ 25 September, 2025		
Fall Semester starts			26 September, 2025		
Winter Break			24 December 2025 ~ 6 January, 2026		
Classes Resume			7 January, 2026		
End of Fall Semester			27 January, 2026		
Final Exam period			28 January ~ 7 February, 2026		
Fall Semester 2025 (as of October 2024)					
Designated Arrival Date			One Academic year	One Semester	22 September, 2025
Orientation/Registration					24 September, 2025
Fall Semester starts	26 September, 2025				
Winter Break	24 December 2025 ~ 6 January, 2026				
Classes Resume	7 January, 2026				
End of Fall Semester	27 January, 2026				
Final Exam period	28 January ~ 7 February, 2026				
Spring Break		8 February ~ First week of April, 2026			
Spring Semester starts		Second week of April, 2026			
End of Spring Semester		Fourth week of July, 2026			
Final Exam period		Fifth week of July ~ First week of August, 2026			
<i>*Note: Classes may be held on some Japanese national public holidays. All schedules are subject to change without further notice.</i>					
Course Load		Exchange students are expected to register for a minimum of 14 OUEL credits and no more than 26 OUEL credits per semester during their exchange period at OUEL. Students are also advised to check with their home university regarding the requirements on course load while studying abroad.			
Academic Transcript		An original academic transcript will be mailed to the home university within 2 months after the semester ends.			
Student withdrawal policy	Students should inform their home university first and the home university coordinator informs OUEL of the student's withdrawal.				

Visa	
Student Visa	All exchange students must apply for a student visa at your local Japanese consulate/embassy, using the CoE(Visa document) and a letter of admission. Every student should contact the local consulate/embassy directly to find out what other documents might be necessary. (It is not possible to arrive in Japan on a tourist visa and then change to a student visa.)
Mandatory Insurance	
<BEFORE ARRIVAL> Overseas Travel/Study Abroad Insurance (mandatory)	All exchange students must purchase an overseas travel/study abroad insurance before they arrive in Japan. Please make sure that you are covered by the insurance for the entire period of your exchange study. We require all exchange students to submit a copy of the travel insurance policy. We will send you the original documents of your CoE and admission letter once we confirm your submission of the insurance copy.
<AFTER ARRIVAL> National Health Insurance (mandatory)	All exchange students must purchase Japanese National Health Insurance after you arrive in Japan. With the Japanese National Health Insurance, students only have to pay 30% of the medical costs when they go to see doctors. However, the insurance does not fully cover fees for the treatment of injuries that arise from accidents and damages which you may cause to someone else's property or another person. Unexpected situations such as accidents or illnesses may result in an overwhelming financial burden. The students must be with NHI for all months of their stay in Japan. The payment occurs monthly.
Accident Insurance	If you intend to commute by bicycle, you are required to have an accident insurance valid for the entire exchange period. Please consult with the CIEE staff first.
Accommodation	
OUEL guarantees accommodation to incoming exchange students	
Location	You will be allocated to one of the off-campus accommodations. Details will be informed when confirmed.
Room Type	Single room and shared kitchen/bathroom/common space
Estimated Rent	<ul style="list-style-type: none"> ● One Semester:(6 months) <u>360,000JPY</u> ● One Academic year (12 months) <u>600,000JPY</u> <p>*Note: The above accommodation fee is calculated based on the average monthly rent(JPY60,000/month). The monthly rent varies according to the accommodation and a room type, ranging between 50,000-70,000 approximately. Additionally, there is some service fees and monthly utility fees.</p> <p>※The early arrival / late departure must be negotiated in advance.</p> <p>※Accommodation fee shall be exempted in case the equivalent accommodation condition will be arranged for OUEL students at your university on a reciprocal basis.</p> <p>※The utility fees such as electricity, gas, water and internet service will be calculated and charged each month.</p> <p>※The rent and other charges are subject to change without further notice.</p>
Payment Procedure	Payment procedure varies according to the accommodation you are allocated to. Students will be required to pay the rent upfront for a whole semester or monthly, and by cash or international money transfer.
Scholarship	
<p>※Students will be informed if they will receive the OUEL scholarship approximately a month before or after arriving in Japan.</p> <p>※Further information will be given after student selection.</p> <p>※Please be informed that scholarships are not guaranteed for all exchange students. Students should budget all the costs that could possibly arise such as mandatory health insurances, course materials, accommodation, meals, local transportation, and personal expenses without the coverage of the scholarship.</p>	