

# Exchange FACT Sheet **2025/2026**

## Kobe University



| Contact Information                         |   |
|---|---|
| Name of Institution                         | <b>Kobe University</b><br>Faculty of Global Human Sciences<br>Graduate School of Intercultural Studies<br>Graduate School of Human Development and Environment  |
| Website                                     | Kobe University Official Website: <a href="https://www.kobe-u.ac.jp/en/">https://www.kobe-u.ac.jp/en/</a><br>Introduction of the Faculty of Global Human Sciences:<br><a href="https://www.kobe-u.ac.jp/en/faculties_graduate_schools/faculties/fgh.html">https://www.kobe-u.ac.jp/en/faculties_graduate_schools/faculties/fgh.html</a><br>Introduction of the Graduate School of Intercultural Studies:<br><a href="https://www.kobe-u.ac.jp/en/schools/graduate/cla/">https://www.kobe-u.ac.jp/en/schools/graduate/cla/</a><br>Introduction of the Graduate School of Human Development and Environment<br><a href="https://www.kobe-u.ac.jp/en/schools/graduate/h/">https://www.kobe-u.ac.jp/en/schools/graduate/h/</a><br>Information for inbound exchange students (GSP Office, Kobe University):<br><a href="https://gsp.fgh.kobe-u.ac.jp/exchange-program/">https://gsp.fgh.kobe-u.ac.jp/exchange-program/</a> |
| Global Studies Program (GSP) Office Contact | Kazuyo TAKEDA,<br>Assistant Professor & Coordinator (Inbound)<br>Hanako SHINOHARA,<br>Assistant Professor & Coordinator (Outbound)<br>Chika KONISHI, Assistant Staff (Inbound)<br>Risa FUKUDA, Assistant Staff (Inbound)<br>Momoka FUSE, Assistant Staff (Outbound)<br>Tel: +81-78-803-7601<br>Email: <a href="mailto:gsp-info@fgh.kobe-u.ac.jp">gsp-info@fgh.kobe-u.ac.jp</a>  |
| Postal Address                              | Global Studies Program (GSP) Office<br>Faculty of Global Human Sciences,<br>Kobe University<br>1-2-1 Tsurukabuto, Nada-ku, Kobe, Hyogo 657-8501, Japan  |

| Admissions Information                       |  |                                 |
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| Nomination Deadline for Partner Universities | Spring Semester (April) Enrollment:  | <b>October 20<sup>th</sup></b>  |
|  | Fall Semester (October) Enrollment:  | <b>April 10<sup>th</sup></b>    |
| Application Deadline for Students            | Spring Semester (April) Enrollment:  | <b>November 10<sup>th</sup></b> |
|  | Fall Semester (October) Enrollment:  | <b>April 30<sup>th</sup></b>    |
| Application Procedures                       | 1. Exchange program applicants must be nominated by home university before submitting the application. Please confirm the qualification with your home university.<br>2. All application materials indicated below (No. 1-6) must be submitted by email to: <a href="mailto:gsp-info@fgh.kobe-u.ac.jp">gsp-info@fgh.kobe-u.ac.jp</a> |                                 |

| Required Documents   |  |
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| 1. Exchange Program Application Form   | Please fill out and send via email by <b>excel format</b> .<br>(not in PDF)  |
| 2. Official academic transcript from your home university                                    |  |
| 3. A photocopy of your passport page where your <b><u>name and valid date is printed</u></b> | The photocopy should be in its original size and <b>with clear image data</b> .<br>If your passport is not yet issued, send us a photocopy as soon as issued. This is required as well in applying for Certificate of Eligibility (CoE).   |
| 4. Digital ID Photo  | For the requirement, please refer to the section below,<br><b>“Application for the “Certificate of Eligibility” (CoE)”</b> .<br>The photo must meet all the specifications on the following website:<br><a href="https://www.moj.go.jp/immigration/immigration_services_agency/submission_photo_standards.html">Submission Photo Standards   Immigration Services Agency (moj.go.jp)</a><br><b>Please provide a different photo to your passport..</b> |
| 5. Proof of Financial Support (Must be translated into English)                              | For the requirement, please refer to the section below,<br><b>“Application for the “Certificate of Eligibility” (CoE)”</b> .   |
| 6. A photocopy of the Japanese proficiency certificate (if obtained)                         |  |

### Application for the “Certificate of Eligibility” (CoE)

Applicants are required to apply for the CoE via online system to obtain the Japanese visa.  
The URL for this Online Application System will be sent to you by email from Kobe Univ ([intl-cesr@office.kobe-u.ac.jp](mailto:intl-cesr@office.kobe-u.ac.jp)) **around mid-May. The deadline for submission will be announced at that time.**

At the time of sending your Exchange Program Application Form, you do **NOT** need to submit the application for the CoE to us (You will need to complete the online application form after the **mid-May**.) But please submit the Digital ID Photo and Proof of Financial Support by April 30 as we will check these documents in advance.  
[http://gsp.fgh.kobe-u.ac.jp/wp/wp-content/uploads/2024/02/Sample\\_CoE\\_OnlineApplication\\_2024.pdf](http://gsp.fgh.kobe-u.ac.jp/wp/wp-content/uploads/2024/02/Sample_CoE_OnlineApplication_2024.pdf)

The following documents must be uploaded on the Online Application System for CoE once you received the Link.

#### 1. Digital ID Photo (for CoE application)

The photo must meet all the specifications indicated on the following website:

[Submission Photo Standards | Immigration Services Agency \(moj.go.jp\)](https://www.moj.go.jp/immigration/immigration_services_agency/submission_photo_standards.html)

**Please submit a different photo from the one on your passport.**

#### 2. Copy of Passport ID Page

#### 3. Proof of Financial Support (Must be translated into English)

Documents that prove that you have sufficient financial support to pay for your expenses while studying at Kobe University (Question 22 on the Online Application Form for CoE).

(1) If you choose “Self”

- The latest bank statement for the applicant's own account (Closing balance must be more than 600,000 JPY for a 1 semester stay / more than 1,200,000 JPY for a 1 year stay.)

(2) If you choose “Supporter living outside of Japan” or “Supporter in Japan”

Both of the following documents are necessary:

- The latest bank statement for the financial supporter's account (Closing balance must be more than 600,000 JPY for a 1 semester stay / more than 1,200,000 JPY for a 1 year stay.)
- A certificate of employment and annual income for the financial supporter.

(3) If you choose “Scholarship”

- A copy of an official document proving that the applicant will receive the scholarship/ grant

| Schedule for April (Spring Semester 2025) Enrollment |  |
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| October 20, 2024                                     | Nomination deadline from home university   |
| <b>November 10, 2024</b>                             | <b>Application deadline from student</b>   |
| Late December, 2024                                  | Notification of application result/ receiving the official acceptance letter "入学許可書/Certificate of Enrollement" and "pre-arrival information"<br>※Do NOT buy airline ticket before you get the official acceptance from Kobe University. |
| Late February, 2025                                  | Receiving of CoE   |
| Early March, 2025                                    | Announcement of your dormitory allocation  |
| Early April, 2025                                    | Orientation  |
| Early April, 2025                                    | Classes begin  |
| Schedule for October (Fall Semester 2025) Enrollment |  |
| April 10, 2025                                       | Nomination deadline from home university   |
| <b>April 30, 2025</b>                                | <b>Application deadline from student</b>   |
| Late June, 2025                                      | Notification of application result/ receiving the official acceptance letter "入学許可書/Certificate of Enrollement" and "pre-arrival information"<br>※Do NOT buy airline ticket before you get the official acceptance from Kobe University. |
| Late August, 2025                                    | Receiving of CoE   |
| Early September, 2025                                | Announcement of your dormitory allocation  |
| Late September, 2025                                 | Orientation  |
| Early October, 2025                                  | Classes begin  |

| Academic Information (2025-2026) |  |
|----------------------------------|--|
| Academic Calendar                | <p><b>Spring semester 2025</b> (April 1, 2025 – September 30, 2025)<br/> Dormitories open: Late March/Early April<br/> Orientation for Exchange Students: April 4<br/> Classes begin: April 8<br/> Class Registration period: April 4– April 21<br/> Exam period: July 29 - August 5</p> <p><b>Fall semester 2025</b> (October 1, 2025 – March 31, 2026)<br/> Dormitories open: End of September<br/> Orientation for Exchange Students: September 30<br/> Classes begin: October 1<br/> Class Registration period: September 30 – October 15 (TBA)<br/> Exam period: February 3 - February 10</p> |
| Course List and Language         | <p>2025 Fall semester timetable will be updated in <b>late-September, 2025</b>. Most courses offered at the Graduate School of Intercultural Studies and the Faculty of Global Human Sciences are taught in Japanese. For courses taught in English, please refer to the timetable where courses are marked with an "E"</p> <p><a href="https://gsp.fgh.kobe-u.ac.jp/exchange-program/academiccalendar-courselist/">https://gsp.fgh.kobe-u.ac.jp/exchange-program/academiccalendar-courselist/</a></p>   |
| Syllabus                         | <p><a href="#">Kobe University Syllabus</a><br/> Kindly understand that syllabus have all faculties' information but <u>you are only allowed to take specific courses from the Faculty of Global Human Sciences, or Graduate School of Intercultural Studies /Graduate School of Human Development and Environment</u></p>   |

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| Course Registration                       | The way of course registration and system introduction will be announced at Faculty Orientation.  |
| Student Visa Obligations                  | Undergraduate Students: Must take more than 10 hours of lecture which equals to 6 classes per week.<br>Graduate Students (Master/Doctor): Must have more than 10 hours of research hours including at least 1 class per week.   |
| Japanese Language Course                  | The Global Education Center (GEC) offers Japanese language courses for exchange students. Students who wish to take these courses are required to take the online level check test prior to the semester.<br><a href="http://www.kisc.kobe-u.ac.jp/english/leaning_japanese/">http://www.kisc.kobe-u.ac.jp/english/leaning_japanese/</a><br><br><Non-credit bearing courses><br>1. Integrated Japanese Course: open to all exchange students.<br>2. Intensive Japanese Course: developed for MEXT (Japanese government) scholarship students. Exchange students can be enrolled in this course on an availability basis only.<br><Credit bearing course><br>3. Japanese Language and Japanese Studies Course: (advanced level) for undergraduate students only. |
| Academic Record issued by Kobe University | Student's academic transcript will be sent to the partner university AFTER completion of his/her exchange period. (At the end of September or at the end of March.)   |
| Evaluation Standard                       | The evaluation standard and method may vary for each course. Please refer to the “成績評価方法” of each course's syllabus in Japanese and “Evaluation Method” in English.   |
| Grading Scale                             | S: 100-90, A: 89-80, B: 79-70, C: 69-60, F: 59-   |

### Housing & General Information

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| Kobe University Affiliated Accommodation | Exchange students are given priority for room allocations in the university dormitories. The room type is single only.<br><a href="https://www.kobe-u.ac.jp/en/campuslife/housing/accommodation.html">https://www.kobe-u.ac.jp/en/campuslife/housing/accommodation.html</a> |
| Housing Application                      | Fill in the section “6 Accommodation” of the Exchange Program Application form. We will do our best to arrange your accommodation accordingly when you are accepted as an exchange student. <b>Please note that this is not a guarantee of your preferences.</b>            |

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| Notification of Housing Allocation | Spring Semester (April) Enrollment:  | Early March     |
|                                    | Fall Semester (October) Enrollment:  | Early September |
| Housing Application Deadline       | Same as the Exchange program application deadline  |                 |
| VISA                               | In order to support international students' smooth admission into Kobe University, we offer prospective students a proxy application service for their Certificate of Eligibility (COE). Once we have confirmed the online CoE application with the correct information and the official acceptance to Kobe University has been approved, your VISA judging procedures will be proceeded by the Immigration Bureau of Japan.<br>We will forward the email on behalf of the Immigration Bureau of Japan to students regarding the result of the VISA application once we have it, and <u>students MUST print it out and go to the Japanese Embassy or Consulate in home country to activate their VISA before entering Japan.</u> |                 |

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| Entry to Japan  | It is strongly advised to enter Japan via <b>Narita, Haneda, Chubu, or Kansai International Airports</b> in order to have your Residence Card issued by the Immigration Bureau of Japan upon your arrival.  |
| Airport Pick up | No pick-up service is arranged by Kobe University. Please note that exchange students are fully responsible for arranging accommodation on the arrival day if you cannot enter the dormitory on the same day.   |
| Insurance       | <p>All exchange students are required to buy the following insurance services to cover financial cost in case of sickness/injuries and/or accidents during your stay in Japan. The detailed information will be provided at the Orientation.</p> <p><b>National Health Insurance:</b><br/>The Ministry of Health, Labor, and Welfare in Japan now requires all College Student Visa holders to become a registered member of the Japan National Health Insurance. All exchange students must enroll in it. Students will pay monthly premiums (Approximately 2,400 JPY per month). Upon joining this system, students will be charged only 30% of the incurred medical cost.</p> <p><b>Kobe University PAS :</b><br/>PAS (Personal Accident Insurance for Students Pursuing Education and Research) is a nationwide system to indemnify students for the number of days that medical treatment is needed for injury incurred during regular curricular activities and while commuting to or from University (1,000JPY up to 1 year). All students are required to participate in this insurance plan.</p> <p><b>Comprehensive Insurance for Students Lives Couples with PAS for International Students (Inbound Futai Gakusou)</b><br/>This insurance offers expanded coverage for international students. Kobe University requires all international students to sign up for this comprehensive insurance at the time of enrollment.</p> <p><b>Inbound Medical Assistance Service (IMAS)</b><br/>IMAS provides international students with 24 hours multilingual medical assistance including references to appropriate hospitals, telephone consultations, interpretation during hospital visits, as well as contacting and assisting family in your home country. Kobe University requires all international students to sign up for this service.</p> |

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| Estimated Living Expenses   | <b>Average Monthly Costs for Kobe University Students</b>    |  |
|   | Books and materials  | Undergraduate Course: 50,000JPY /year<br>Japanese Language Course: 30,000JPY /year |
|   | University Accommodation                                     | 10,700~37,300JPY /month  |
|   | Utility(Electricity, Gas, Water)                             | 10,000~15,000JPY /month  |
|   | Board & Living expense                                       | 25,000~30,000JPY /month  |
|   | Transportation   | 20,000~25,000 JPY /month   |
|   | National Health Insurance                                    | 2,400 JPY /month   |
|   | Kobe University PAS  | 1,000 JPY /year  |
|   | Comprehensive Insurance for Student's Lives Coupled with PAS | 1,580~11,220JPY /year (depending on the type of coverage)                          |
|   | IMAS   | 1,980 JPY/year   |
| Useful Link   | Others / Entertainment                                       | 10,000 JPY /month  |
|   | TOTAL  | Approximately 100,000 JPY /month~  |
| <p>Study in Japan<br/> <a href="https://www.studyinjapan.go.jp/en/">https://www.studyinjapan.go.jp/en/</a><br/>         Feel Kobe (Official Kobe Tourism Site)<br/> <a href="https://www.feel-kobe.jp/">https://www.feel-kobe.jp/</a><br/>         Hyogo Official Tourism Navigation<br/> <a href="https://www.hyogo-tourism.jp.e.atl.hp.transer.com/">https://www.hyogo-tourism.jp.e.atl.hp.transer.com/</a></p> |  |  |