



# Exchange Program Fact Sheet

As of 20 February, 2025

Contact Information	
Website	<a href="http://www.keiho-u.ac.jp/">http://www.keiho-u.ac.jp/</a>
Address	<b>Center for International Education and Exchange (CIEE)</b> 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>
Hours of Operation	9:00am-5:00pm (Monday-Friday) Closed on Saturdays, Sundays and National public holidays.
Contacts	<b>Ms Dayoung PARK</b> <b>Mr Tetsuya DOKO</b> <b>Ms Ayako HASHIMOTO</b> <b>Mail to: kokusai@keiho-u.ac.jp</b>
Application Information	
Length of Study	*One Semester or One Academic Year (Start: Spring or Fall)  [Fall Semester 2025] ○One Semester (September 2025 - March 2026) ○One Academic year (September 2025 - August 2026)  [Spring Semester 2026] ○One Semester (April 2026 - August 2026) ○One Academic year (April 2026 - March 2027)
Language of Instruction	Japanese and English
Application Procedure	<p><b>Step 1:</b> Obtain a nomination form from our website and a coordinator at home university fills in and signs the form.</p> <p><b>Step 2:</b> Complete the online application form and then send data files of the required application documents below by email</p> <ol style="list-style-type: none"> <li>1) Nomination Form</li> <li>2) Resume</li> <li>3) A certificate of student status</li> <li>4) Transcript</li> <li>5) Copy of passport identification page</li> <li>6) Proof of Japanese language proficiency (if you have learnt Japanese before or currently learning)</li> <li>7) Letter of Recommendation (by professor, lecturer or academic advisor)</li> <li>8) Application for Certificate of Eligibility (*COE: Visa documents)</li> <li>9) Copy of passport sized photo</li> <li>10) Health Declaration Form</li> </ol> <p>*For Korean citizen only, a copy of 「住民登録証」(both sides) is additionally required.</p> <p>*For the below mentioned nationals, "Japan Pre-Entry Tuberculosis(TB) Screening Clearance Certificate" will be additionally required.</p> <p><b>Step 3:</b> Send three passport sized(30mm x 40mm, colour) photos taken in the last 3months <b>by post</b></p> <p><b>*IMPORTANT*</b></p> <p>- If you are on any medical condition, please consult with your program coordinator and doctor first whether your health status is suitable for spending a certain period overseas.</p> <p>- Pre-Entry Tuberculosis Screening has been launched and will be applied to those who come from <b>the Philippines, Nepal, Vietnam, Indonesia, Myanmar and China</b>.</p> <p>- Edited photos may be rejected when applying for a COE at a Japanese immigration services office. Do not make any alteration on your ID photos.</p>
Nomination & Application Deadlines	<p><b>Application Period</b></p> <p>○ Fall Semester 2025: March 7, 2025 - April 4, 2025</p> <p>○ Spring Semester 2026: October 1, 2025 - October 31, 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.</p> <p>Check out the OUEL web site --&gt; <a href="https://www.keiho-u.ac.jp/life/applications/international.html">https://www.keiho-u.ac.jp/life/applications/international.html</a></p>

Academic Information			
Fall Semester 2025 (as of February 2025)			
Suggested Arrival Date	One Academic year	One Semester	24 September, 2025
Orientation/Registration			25 September, 2025
Fall Semester starts			29 September, 2025
Winter Break			24 December 2025 ~ 6 January, 2026
Classes Resume			7 January,2026
End of Fall Semester			26 January,2026
Final Exam period			27 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
Spring Semester 2026 (as of February 2025)			
Suggested Arrival Date	One Academic year	One Semester	1 April, 2026
Orientation/Registration			2 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
Summer Break			Second week of August ~ Fourth week of September, 2026
Fall Semester starts			Fifth week of September, 2026
Winter Break			Fourth week of December, 2026 ~ First week of January, 2027
Classes Resume			First week of January, 2027
End of Fall Semester			End of January, 2027
Final Exam period			First week of February, 2027
<div>*Note: Classes may be held on some Japanese national public holidays. The semester schedule is subject to change without further notice.</div>			
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.		
Sudent withdrawl 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)		<u>All exchange students must purchase an overseas travel/study abroad insurance before they arrive in Japan.</u> 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)		<u>All exchange students must join Japanese National Health Insurance system after you arrive in Japan.</u> With the Japanese National Health Insurance, students only have to pay 30% of the medical costs when they go to see a doctor. 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 with kitchen/bathroom/toilet													
Estimated Rent		<div>●One Semester:(6 months) 360,000JPY</div> <div>●One Academic year (12 months) 600,000JPY</div> <div>*Note: The above rent is calculated based on the average monthly price(JPY60,000/month). The monthly rent varies according to the accommodation type, ranging between 50,000-70,000 approximately. Additionally, there are some service fees and monthly utility fees. Please refer to the below chart of the exmaple living cost.</div> <div>※Accommodation fee shall be exempted in case the equivalent accommodation condition will be arranged for OUEL students at your university on a reciprocal basis.</div> <div>※The utility fees such as electricity, gas, water and internet services will be calculated and charged each month.</div> <div>※The rent and other charges are subject to change without further notice.</div>													
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.													
Exmaple of a monthly living cost		<table><tr><th>Rent</th><th>Service fees</th><th>Transportation</th><th>Food</th><th>Total</th></tr><tr><td>JPY67,000</td><td>JPY25,000</td><td>JPY3,000</td><td>JPY20,000~30,000</td><td>JPY115,000~125,000</td></tr></table> <div>*The above shows an approximate amount of monthly cost for basic items only. The price is subject to change.</div>				Rent	Service fees	Transportation	Food	Total	JPY67,000	JPY25,000	JPY3,000	JPY20,000~30,000	JPY115,000~125,000
Rent	Service fees	Transportation	Food	Total											
JPY67,000	JPY25,000	JPY3,000	JPY20,000~30,000	JPY115,000~125,000											
Scholarship															
All exchange applicants are automatically entered into the OUEL exchange scholarship and selected based on a reciprocal partnership between OUEL and their home university. Successful recipients will be informed after arriving in Japan. Further information will be given after the recipients' selection.															
※Students need to have a stable financial plan covering all the costs that could possibly arise during their stay in Japan without relying on the OUEL scholarship offer.															
※Please note that a JASSO scholarship is not available with us.															