



Exchange Program Fact Sheet

As of 27 October, 2023

Contact Information	
Website	http://www.keiho-u.ac.jp/
Address	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>
Hours of Operation	9:00am-5:00pm (Monday-Friday) Closed on Saturdays, Sundays and National public holidays.
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Application Information	
Length of Study	*One Semester or One Academic Year (Start: Spring or Fall) [Spring Semester 2024] ○ One Semester (April 2024 - August 2024) ○ One Academic year (April 2024 - March 2025) [Fall Semester 2024] ○ One Semester (September 2024 - March 2025) ○ One Academic year (September 2024 - August 2025)
Language of Instruction	Japanese and English
Application Procedure	Step 1: Obtain a nomination form filled in and signed by a coordinator at home university Step 2: Apply online and send data files of the required application documents below by email 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 *For Korean citizen only, a copy of 「住民登録証」(both sides) is additionally required. Step 3: Send three passport sized(30mm-40mm, colour) photos taken in the last 3months by post
Nomination & Application Deadlines	Application Period ○ Spring Semester 2024 : November 3 - December 3, 2023 ○ Fall Semester 2024: March 4 - April 7, 2024 Both nomination by home university and online application by nominated student must be completed during the application period. The ID photos must arrive at the CIEE office by the application deadline.
How to apply	Application process is taken place all online. Check out the OUEL web site --> http://www.keiho-u.ac.jp/campuslife/sheet/overseas_ukeire.html

Academic Information			
Spring Semester 2024 (Tentative Academic Calendar)			
Designated Arrival Date	One Academic year	One Semester	Fifth week of March, 2024
Orientation/Registration			Fifth week of March, 2024
Spring Semester Starts			First week of April, 2024
End of Spring Semester			Fifth week of July, 2024
Final Exam period			First week of August, 2024 ~ Second week of August, 2024
Summer Break			Third week of August, 2024 ~ Fourth week of September, 2024
Fall Semester starts			Fifth week of September, 2024
Winter Break			Fifth week of December 2024 ~ First week of January, 2025
Classes Resume			Second week of January,2025
End of Fall Semester			Fifth week of January,2025
Final Exam period			First week of February ~ Second week of February, 2025
Fall Semester 2024 (Tentative Academic Calendar)			
Designated Arrival Date	One Academic year	One Semester	Fourth week of September, 2024
Orientation/Registration			Fourth week of September, 2024
Fall Semester starts			Fifth week of September, 2024
Winter Break			Fifth week of December 2024 ~ First week of January, 2025
Classes Resume			Second week of January,2025
End of Fall Semester			Fifth week of January,2025
Final Exam period			First week of February ~ Second week of February, 2025
Spring Break			Third week of February, 2025 ~ First week of April, 2025
Spring Semester starts			Second week of April, 2025
End of Spring Semester			Fifth week of July, 2025
Final Exam period			First week of August ~ Second week of August, 2025
<div>*Note: Classes may be held on some Japanese national public holidays. All schedules are 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 and the home university coordinator informs student's withdrawal to OUEL.		

Visa	
Student Visa	All exchange students must apply for a student visa at your local Japanese consulate/embassy, using the CoE(Visa documents) 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	
National Health Insurance (mandatory)	<p>All exchange students have to purchase <u>Japanese National Health Insurance</u> 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. Unanticipated 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.</p> <p><u>*Also, we strongly recommend exchange students to make arrangements with a study abroad insurance or a travel insurance in their home country that covers emergencies other than medical costs overseas throughout their exchange period.</u></p>
Accident Insurance	<p>If you intend to commute by bicycle you are required to have an accident insurance valid for the entire exchange period. The Insurance should be bought by each student at OUEL on Orientation Day. The cost is 2,500JPY per semester and students pay by cash on that day.</p> <p>*Note: Insurance fee is subject to change without further notice.</p>
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 (excluding meals)	<p>●One Semester:(6 months) <u>300,000JPY</u></p> <p>●One Academic year (12 months) <u>600,000JPY</u></p> <p><u>*Note: Accommodation fee is estimated based on an average monthly rent (50,000JPY approximately), excluding the utility fees. The rent varies from the accommodation and its room type.</u></p> <p>※The early arrival / late departure must be negotiated in advance.</p> <p>※Accommodation fee shall always be exempted in case the equivalent accommodation condition will be arranged for OUEL students in exchange 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	Students are required to pay the rent upfront for a whole semester by cash within a month from their arrival.
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 for additional costs such as mandatory health insurance, books and supplies, accommodation, meals, local transportation, and personal expenses without the coverage of the scholarship.</p>	