

### 1. General Information

University name	Utsunomiya University
Nation	Japan
Website	<a href="http://www.utsunomiya-u.ac.jp/en/index.php">http://www.utsunomiya-u.ac.jp/en/index.php</a>
Specific website for Exchange/Study Abroad	<a href="https://intl.utsunomiya-u.ac.jp/">https://intl.utsunomiya-u.ac.jp/</a> <a href="https://www.facebook.com/CIEUtsunomiya">https://www.facebook.com/CIEUtsunomiya</a>
Postal address	350 Mine-machi, Utsunomiya-City, Tochigi, 321-8505 JAPAN
Division in charge	Administrative Office for International Exchange Center

### 2. Contact Information

Name	Role	Contact details
Yuki Kambe (Ms.)	Acting chief of office	+81-28-649-8166/+81-28-649-8167 ryuugak1@miya.jm.utsunomiya-u.ac.jp
Kaho Igarashi (Ms.) Akiko Hatakeyama (Ms.)	Exchange program coordinator (Inbound & outbound)	+81-28-649-8166/+81-28-649-8167 exchange@miya.jm.utsunomiya-u.ac.jp

### 3. Program Information

	Spring Semester 2023	Fall Semester 2023
Application Deadlines	November 1	TBD (Early May, 2023)
Orientation Session	TBD (early April, 2023)	TBD (late September, 2023)
Class Start Date	TBD (early April, 2023)	TBD (around 1 <sup>st</sup> week of Oct,2023)
Exam Period	TBD(around 1 <sup>st</sup> week of Augst,2023)	TBD (around 1 <sup>st</sup> week of Feb, 2023)

### 4. How to Apply

Application procedure	We will send the application forms and guideline to partner universities via email. Application materials must be submitted <b>via email by partner universities, not by students.</b>
Required documents	<p>-*Before submitting all documents please complete the questionnaire (Microsoft Forms). This questionnaire needs to be filled out by a person in charge, not by a student.</p> <ul style="list-style-type: none"> <li>- Application for Admission (fixed form)</li> <li>- ID Photo (JPEG format, 40mm x 30mm)</li> <li>- recommendation letter from the President of home university</li> <li>- academic transcript</li> <li>- certificate of enrolment</li> <li>- Application for Certificate of Eligibility (fixed form)</li> <li>- copy of passport</li> <li>- Affidavit of Sponsorship (fixed form)</li> <li>- bank certificate of applicant's sponsor</li> <li>- copy of JLPT result (desirable to submit if you have)</li> <li>- copy of English language proficiency test (desirable to submit if you have)</li> </ul>
Language requirements	Applicants for the School of Engineering must be accepted by a supervisor as having language skills that will not interfere with study and communication.

## 5. Course Selection

Course catalog	<a href="http://www.utsunomiya-u.ac.jp/usermenu/student.php">http://www.utsunomiya-u.ac.jp/usermenu/student.php</a> *Written in Japanese.
Course restrictions	Some compulsory courses (First-year Seminar, ESL, Basic Information Processing, etc.) may not be available to exchange students.  Exchange students must register for at least seven courses for one semester to meet the “student” visa requirements.
Japanese courses	We offer Japanese language courses divided into three levels (Beginner, Intermediate, and Advanced).  - Intermediate Japanese Language Program for Short-term Stay This 6 to 12 months long program is designed for exchange students to improve their Japanese language skills and advance their knowledge of Japanese society and culture.

## 6. Insurance

Health Insurance	Exchange students must join the “National Health Insurance at Utsunomiya city hall, after arriving in Utsunomiya. Always present your health insurance card at a service counter. Copay percentages is 30% of total medical expenses. -Estimated insurance fee: approximately 2,000 yen per month.
Personal Accident Insurance for students Pursuing Education and Research (PAS)	All the students of Utsunomiya University must purchase the insurance called “PAS.” PAS covers injuries in the event of unexpected accidents during lectures, research activities, school events, and so forth. -The insurance fee for a year is about 1,340 yen.
Other insurance	In addition to the two insurances above, all exchange students need to purchase travel/study abroad insurance which covers illness, injuries, rescue expenses, and compensatory expenses. You can choose the insurance type.

## 7. Visa Information

When applying for a student visa, exchange students need a “certificate of eligibility (CoE)” issued by an immigration bureau in Japan. We will apply for exchange students’ CoE and send it to their home university by EMS once it’s available. It usually takes 1-2 month(s).

For further information, please go to: [http://www.mofa.go.jp/j\\_info/visit/visa/index.html](http://www.mofa.go.jp/j_info/visit/visa/index.html)

**[Expected schedule: For spring semester / For fall semester]**

**Announcement of Admission: Mid-December / Mid-July**  
**CoE application by Utsunomiya University: As soon as we announce the admission**  
**CoE arriving at Utsunomiya University: Late February / Early September**  
**Visa application at students’ home country: Early March / Mid-September**

\*The schedule is very tight. Please check the visa application information in advance and apply for a visa as soon as you receive your CoE.

## 8. Life in Utsunomiya

The exchange program is currently designed to be conducted in person; however, depending on the spread of the new coronavirus infection, the program may be conducted online. In the event that Japanese government strengthens its border control measures, exchange students will be responsible for any expenses incurred during the quarantine period at a hotel including accommodation fee.

Accommodation	<p>Dormitory for international students (“International House”) (Prices are as of August 2022 and are subject to change.)</p> <ul style="list-style-type: none"> <li>- Dormitory type: off-campus accommodation</li> <li>- Room type: single room</li> <li>- Deposit: 31,900 yen/year (non-refundable)</li> <li>- Monthly rent: 6,500 yen (not including utilities)</li> <li>- (If you need) Beddings-rental charge: 6,000 -7,000 yen/year</li> <li>- No meal plans</li> </ul> <p><b>Students have to submit “Application for Residence” and “Certificate of Health”. We will send both formats by email to partner universities around January 2023.</b></p>
Living expenses	<p>It all depends on the student’s lifestyle. The average monthly living expenses are as follows:</p> <ul style="list-style-type: none"> <li>- Rent: 6,500 yen</li> <li>- Electricity and water: 1,500 yen</li> <li>- Gas: 3,000 yen *highly different with each person</li> <li>- Internet: 3,000 -3,500 yen</li> <li>- Food: 30,000 yen</li> <li>- Mobile phone: 4,000 yen</li> <li>- National Health Insurance fee: 2,000 yen</li> </ul>
Local transportation	<p>Many students use their bicycles to move around Utsunomiya City.</p> <p>Bus fare (from JR Utsunomiya Station to UU): 220 yen</p> <p>Train fare (from Utsunomiya to Tokyo): 1,980 yen</p>

## 9. Other Useful Information

Tutor system	All exchange students will have their buddy called “tutor,” who helps with assignments, teaches Japanese, and provides advice about campus life.
Bring Your Own Device	The Wi-Fi environment at campus is being improved to enhance academic efficiency. Please be sure to bring your own laptop!
Campus facilities	<ul style="list-style-type: none"> <li>- University Library</li> <li>- Health Service Center</li> <li>- University Hall (Co-op store, cafeteria and so on)</li> <li>- Sports Facilities</li> </ul>