

Dear Partner University

Taisho University
International Affairs Office

March 23, 2021

Application for Short-term Exchange Students

This is Sho Hiraide, writing an Application guideline for Short-term Exchange Program on behalf of Taisho University.

I have attached some application files for your students who are interested in participating in the short-term exchange program next September. I hope you have any exchange student applicants for 2021 Fall semester at this point.

Attached are all the files which the interested students need to fill out. The deadline for the application is May 31, 2021. We are looking forward to reviewing your nominations! Let me know if you have any other questions.

We at Taisho University consider it a great pleasure to work with you in providing all of our students a chance to study abroad.

It has been a rich and rewarding experience for Taisho students who have visited your university, and we hope your students feel the same way.

Thank you for your time and effort.

We look forward to continuing our exchange program with you.

Sincerely yours,

International Affairs Office: Sho HIRAIDE (Mr.), Chitose WATANABE (Ms.)

Accept the number of students for Geumgang University
We will accept 2 short-term exchange students in 2021-2022 academic year.

【Application procedures】

Deadline for Application	Admission Notification via email	Time of the dispatch of admission documents
May 31, 2021	End of July, 2021	Beginning of August, 2021

Please send the completed application form signed and with all supporting documents by post to:

Address : International Affairs Office
Taisho University
3-20-1, Nishi-sugamo, Toshima-ku, Tokyo, 170-8470, Japan
T E L : +81-3-5394-3039 / FAX : +81-3-3918-9179
E-mail : kokusai@mail.tais.ac.jp

International Affairs Office, Taisho University

【Application documents】

No.	Application Documents
1	Study proposal(Form 1)
2	Official nomination letter from home institution (Form 2)
3	Application for international exchange students (Form 3)
4	Written oath (Form 4)
5	Official transcript (full academic record from your home university)
6	JLPT official test report (if needed)
7	Certificate of health (Form 5)
8	Medical questionnaire for measles (Form 6)
9	Statement of financial support (Form 7)
10	Application for certificate of eligibility<PART 1・2・3> (Form 8)
11	Passport copy
12	4 color photos(4cm×3cm)
13	Financial support statement (Form 9)
14	Family members of financial supporter (Form 10)
15	Official documentation evidencing financial supporter's family structure ex) family certificate, copy of family register
16	Official documentation evidencing relationship between the applicant and the sponsor ex) family register, birth certificate
17	Bank balance certificate in the name of the sponsor
18	Certificate of employment *or business registration certificate for self-employed persons
19	Official documentation evidencing financial supporter's fund foundation ex) bank statement over the past 3 years
20	Official documentation evidencing financial supporter's income ex) tax payment certificate, income certificate over the past 3 years)
21	Application for dormitory form(Global Life Higashi-jujo)

*Documents must be prepared in either Japanese or English.

*A Japanese translation must be attached to the original documents in foreign languages.

*Application for certificate of eligibility (Form 8) must be filled out in Excel format.

In addition to sending a printed copy of the form by post, please send Excel form by email.

*Students who defer their application from Spring 2021 to Fall 2021 do not need to submit documents No.10-20.

【Academic calendar】

Faculty 学部	Psychology and Sociology 心理社会学部	School Term 学期制	Semester 2学期制 14week classes/1semester
	Literature 文学部		
	Buddhist Studies 仏教学部		
	2021 Fall Semester	2022 Spring Semester	
Orientation Week	Aug.23-27 (TBD)	Mar.28-Apr.1 (TBD)	
Classes Begin	Sept.2	Apr.8 (TBD)	
Classes End	Dec.16	July 21 (TBD)	

Faculty 学部	Socio-symbiosis 社会共生学部	School Term 学期制	Quarter 4学期制 7week classes/1quarter	
	Regional Development 地域創生学部			
	Communication and Culture 表現学部			
	2021 3QT	2021 4QT	2022 1QT	2022 2QT
Orientation Week	Aug.23-27 (TBD)	—	Mar.28-Apr.1 (TBD)	—
Classes Begin	Sept.2	Oct.22	Apr.8 (TBD)	June 3 (TBD)
Classes End	Oct.21	Dec.16	June 2 (TBD)	July 21 (TBD)

*We highly recommend to take "Faculty of Literature" for international exchange students.
We have intensive Japanese classes and theory of Japanese culture in this course.

【Notes】

- ① Please use a black pen to fill out the form. (No pencils are allowed.)
- ② Please make sure that your name spelling, address, phone number, date of birth, department/major, year, etc., matches the information on each document.
- ③ Please prepare the original documents and be careful not to forget to attach any attachments.
- ④ **Students who defer their application from Spring 2021 to Fall 2021 do not need to submit documents No.10-20.**

【Important Notice Regarding COVID-19】

The impact of the COVID-19 still continues. As recruiting exchange students for Fall 2021, the following precautions are required. We will only accept applicants who agree to all of these precautions.

- ① In accordance with the Japanese government policies, the entry into Japan from all countries and regions has been suspended for the time being from January 14, 2021. Even if your students are allowed to enter Japan in the future, it is expected that they will be allowed to enter under certain conditions for the time being.
Please see “Phased Measures for Resuming Cross-Border Travel” on the Ministry of Foreign Affairs’ website below.
https://www.mofa.go.jp/ca/cp/page22e_000925.html (English)
https://www.mofa.go.jp/mofaj/ca/cp/page22_003380.html (Japanese)
- ② There is a possibility that the acceptance of your students in Fall 2021 may be cancelled or postponed due to the influence of the border control measures taken by the governments and the social situation.
- ③ In order to prevent the spread of infection, restrictions on activities (e.g., prohibition of travel to distant places) and restrictions on part-time jobs (e.g., prohibition of part-time work) may be imposed.