



Kyoto University of Foreign Studies

Exchange Program Fact Sheet

University Name	Kyoto University of Foreign Studies (KUFS)
President	Takahiro ONO
University Website	http://www.kufs.ac.jp
Partner University Website	http://www.kufs.ac.jp/en/partner/

Division of International Affairs

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Academic Calendar

	Spring Semester	Fall Semester
Arrival and Orientation	End of March	Beginning of September
Semester Period	April 1~September 19	September 20~March 31
Lecture Period	Middle of April ~ End of July	End of September ~ End of January

Nomination and Application Procedures

	Spring Semester	Fall Semester
Nomination Period	October 1 – October 30	March 1 – March 31
Application Period	October 1 – November 20	March 1 – April 20

Procedures

STEP1. Nomination

Partner universities must fill in the Nomination Form and submit it via Google Form during the specified nomination period.

STEP2. Online Application

Please refer to the [Partner University Website](http://www.kufs.ac.jp/en/partner/) for required application documents and application procedure.

The documents are to be obtained and completed through the online application system only during the application period.

Extension Request

If international students wish to extend their exchange period, send a request to incoming_oips@kufs.ac.jp from the home university coordinator before the application deadline.

Requirements for Exchange Students

Academic Requirements	As per the Exchange Agreement.
Exchange Spaces Available	As per the Exchange Agreement; please contact your university's Outbound Coordinator.
GPA	GPA of 2.5 or higher is preferred on a 4.0 scale
Language Proficiency	<ol style="list-style-type: none"> Japanese Course <ul style="list-style-type: none"> Required to have studied the Japanese language for 150 hours or more. To be able to read and write <i>Hiragana</i> and <i>Katakana</i>. English Course <ul style="list-style-type: none"> To have the English language proficiency equivalent to a score of 62 on TOEFL iBT or 5.0 on IELTS for students in non-English-speaking countries and regions.

Courses

	Japanese Course	English Course
Minimum Course Load	13 subjects per semester	6 subjects per semester
Language of Instruction	Japanese	English
Web Syllabuses / Course Guidelines	Please refer to the Partner University Website for details.	
Transcripts	KUFS will send transcripts to its partner universities after the end of the semester(s). (Spring Semester: After September 20 / Fall Semester: After March 20)	

Acceptance Letter and Visa

For a student who has been accepted to KUFS, KUFS will do proxy application for a Certificate of Eligibility (COE). Once a COE is issued, KUFS will send PDF files (COE and acceptance letter) to partner universities by email. International students should obtain a Student Visa at the nearest Japanese Embassy or Consulate upon receipt of the PDF files from KUFS.

National Health Insurance

All international students residing in Japan for over 3 months are required to enroll in the Japanese Health Insurance. Those students holding the Student Visa are required to pay approx. 18,000 yen per year.

Accommodations

Accommodation Arrangement by KUFS

KUFS will arrange accommodations only for those who have submitted an application form for accommodations. All rooms arranged by KUFS are furnished single rooms. The rent must be paid by credit card per semester (min. 378,000 yen~ max. 420,000 yen depends on the accommodation). The first rent payment (for the 1st semester) is due before coming to Japan, and the second rent payment (for the 2nd semester) is due before the second semester begins.

Finding Housing On Your Own

If international students would like to find housing on their own, refer to the website below, and directly contact the apartment arrangement agencies:

<https://www.kufs.ac.jp/en/partner/index.html#fees>

Cost of Living

It is recommended that all international students have approx. 900,000 yen per semester and 1,800,000 yen per year to cover your rent, meals, books, and mobile phone, as well as your living expenses and other personal costs.

Students Assistant

International students will be assigned a KUFS assistant (buddy) to assist them with procedures for entering the dormitory and staying in Kyoto. In addition, student staff of the Division of International Affairs, called S.A. (Student Ambassadors), will be available to assist international students by offering help and advice on daily campus life.

Prayer Room

KUFS has an on-campus prayer room for students, faculty and staff members. (Building 10)

Other Useful Website

School Location	http://www.kufs.ac.jp/en/about/school_location.html
Campus Map	https://www.kufs.ac.jp/en/about/facilities_equipment.html
KUFS International Affairs Instagram	https://www.instagram.com/kufs_ryugakusei.bekka/
KUFS Club Activities	http://www.kufs.ac.jp/universitylife/extracurricularactivities.html
Library Guide	https://www.kufs.ac.jp/toshokan/eng/eriyomain.htm
Canteen and Cafeteria (Non-Halal Food)	https://www.kufs.ac.jp/universitylife/cooperative_store.html
Local Information About Kyoto	http://www.kyotoguide.com/