

**2019 Academic Year**

**Kansai University**  
**Japanese Language and Culture Program**  
**Preparatory Course (*Bekka*)**

**Admission Guide**

**April Admission 2019**

**Application Period: September 7, 2018 (Fri.) – October 1, 2018 (Mon.)**

**September Admission 2019**

**Application Period: April 5, 2019 (Fri.) – May 1, 2019 (Wed.)**

**Center for International Education**  
**Kansai University**

# INDEX

Kansai University .....	1
I Kansai University Japanese Language and Culture Program	
Preparatory Course ( <i>Bekka</i> ) .....	1
1 Preparatory Course ( <i>Bekka</i> ) .....	1
2 Purpose .....	1
3 Characteristics .....	2
4 Period of Study and Entrance / Graduation Schedule .....	3
5 Classes .....	3
II Admission Guide .....	6
1 Student Enrollment .....	6
2 Qualifications .....	6
3 Schedule .....	6
4 Application Fee and Payment Method .....	7
5 Application Period and Application Procedure .....	10
6 Important Information for the Application .....	10
7 Application Documents .....	11
8 Selection Procedure and Methods of Notification of Results .....	14
9 Payment of Educational Expenses at Admission .....	15
10 Tuition (Admission of 2019 Academic year) .....	15
III Obtaining a Visa .....	16
1 Application Procedure for Obtaining a Visa .....	16
IV Student Life .....	17
1 Accommodation .....	17
2 Living Expenses .....	17
3 Scholarship .....	18
4 Medical Care and Insurance .....	18

Kansai University Japanese Language and Culture Program will follow the Japanese laws, guidelines, and other norms concerning the use of personal information (address, name, telephone number or personally identifiable information) provided by the applicant.

During the Online Registration, be sure to refer to the following website for more details about the use of personal information: <http://www.kansai-u.ac.jp/ku-jpn/privacy/index.html>

## **Kansai University**

In 2018, Kansai University celebrates the 132<sup>nd</sup> anniversary of its founding as one of the leading comprehensive universities in Japan. Kansai University is a comprehensive private university with 13 undergraduate programs, 13 graduate programs, and 3 professional graduate schools. There are approximately 30,000 students enrolled at the university including more than 1,000 international students.

All 6 campuses of Kansai University are located in Osaka, the largest city in Western Japan. Osaka is well-known throughout history as a metropolis, at the forefront in disseminating cultural information. Other important cities such as Kyoto, Nara, and Kobe are all located within an hour's train ride, giving Kansai University's international students many opportunities to explore Japanese history and culture.

## **I Kansai University Japanese Language and Culture Program Preparatory Course (*Bekka*)**

### **1 Preparatory Course (*Bekka*)**

*Bekka* students will study at the “Minami-Senri International Plaza” situated close (15 minute bike ride) to the main campus in Senriyama. Being approximately 30 minutes away from downtown Osaka by train, the Plaza is convenient, and nestled in a beautiful and quiet living environment. The “Minami-Senri International Plaza” opened in April, 2012. The building includes a modern educational facility as well as a dormitory for international students.

### **2 Purpose**

Kansai University Japanese Language and Culture Program Preparatory Course (*Bekka*) is in principle a one-year program. The purpose of this course is to provide instruction in the Japanese language, Japan studies, and Japanese culture to international students who intend to proceed to the next stage of education as a student at Kansai University or at other Japanese universities after passing the entrance examination. We have designed our course to meet the needs of *Bekka* students from basic language acquisition through to classes supporting academic courses.

### 3 Characteristics

Kansai University Japanese Language and Culture Program Preparatory Course (*Bekka*) has six important characteristics:

(1) Students will improve their ability to develop Japanese language proficiency and critical thinking skills needed for studying at undergraduate and graduate programs.

Japanese undergraduate and graduate schools expect students to have Japanese language competency to conduct academic studies. They also seek international students who demonstrate a high level of logical, analytical, and critical thinking skills coupled with practical ability in the Japanese language. Our course will provide a variety of classes to develop basic academic abilities and thinking skills in Japanese. Students can develop these skills by enrolling in classes which meet their needs while improving their Japanese language proficiency.

(2) Students will develop the ability to process information needed for studies at universities.

**ICT (Information and Communication Technology)** is an essential part of daily and university life in contemporary society. ICT is the core of *Bekka* education and it offers extensive learning opportunities with e-learning in and out of the classrooms. Students will develop information literacy skills as well as Japanese language proficiency.

(3) Students will be assisted to continue their studies at Kansai University after the Japanese Language and Culture Program.

There are several systems available for the students who intend to study at Kansai University. They are as follows:

- Those students who have sufficient Japanese proficiency to understand lecturers at university level are able to audit or register some classes in Kansai University's regular programs. These include classes in both undergraduate and graduate levels.
- Many graduate and undergraduate programs offer entrance examinations for candidates recommended by *Bekka*.
- Financial aid which constitutes a 50% reduction in the admission fee is available to *Bekka* students who intend to proceed to Kansai University.

(4) Students will become a part of the Kansai University community.

Students enrolled in the *Bekka* will be immersed in school life as a member of the Kansai University community. Students will learn the Japanese language and culture in the university environment, and experience Japanese society through their daily life. Each student will be

issued with student ID to use facilities at Kansai University such as the library, IT Center, and gym. Also, students can join university club activities with prior application screening.

- (5) Students will enjoy life with other students from diverse backgrounds at the Minami-Senri International Plaza Dormitory.

The Minami-Senri International Plaza contains a modern educational facility for *Bekka* students as well as a dormitory equipped with the state-of-the-art facilities for international students. All *Bekka* students who wish to live in this dormitory are eligible to do so for one year. In this dormitory, resident assistants selected from regular students at Kansai University are assigned to each unit in order to support dormitory residents.

- (6) Students will develop intercultural flexibility through cultural exchange with people from the local community.

Minami-Senri International Plaza is a venue for study, and also for cultural exchange with people from the local community. Students will develop intercultural flexibility and learn how to live together within the Japanese community, as well as sharing their own cultures through attending activities at the “Intercultural Exchange Plaza.”

#### **4 Period of Study and Entrance / Graduation Schedule**

The period of study is one year in principle, but it can be extended up to two years at maximum with permission from the Center for International Education. The course employs the semester system so that students can enter and graduate from the course in either the Spring (April - September) or the Fall (September - March) Semester.

#### **5 Classes**

- (1) Curriculum

##### **First Group: Japanese Language Class**

These classes are designed to develop the four basic language skills (reading, writing, listening, and speaking) in accordance with the student’s level of Japanese proficiency. The course also provides classes to prepare *Bekka* students for the Japanese-Language Proficiency Test (JLPT) and The Examination for Japanese University Admission for International Students (EJU).

\*A placement test will be conducted in order to decide which level each student will begin.

Subjects	Credits
[General] Japanese I, II, III, IV, V, VI	2 (each)
[Reading] Japanese I, II, III, IV, V, VI	2 (each)
[Written/ Oral Expressions] Japanese I, II, III, IV, V, VI	2 (each)

### Second Group: Special Lectures or Seminar

Academic Japanese Classes are for students who are enrolled in the First Group Japanese Language Class Level 4, or those who have a higher Japanese language proficiency level, the course provides special training to develop knowledge about technical terms and academic skills. Students will work on writing coherent reports, and delivering oral presentations utilizing appropriate academic expressions.

Intensive Japanese provides preparation for Japanese Language Proficiency Test (JLPT) as well as the entry to Japanese universities at undergraduate and graduate levels.

Subjects	Credits
Academic Japanese Classes	
AI, BI	4 (each)
AII, BII	4 (each)
AIII, BIII	4 (each)
Intensive Japanese I , Intensive Japanese II , Intensive Japanese III	4 (each)

### Third Group: Japan Studies

The class is designed to develop understanding of basic knowledge required in everyday life in Japan through lectures and other activities.

Subjects	Credits
Japan Studies	4

#### Fourth Group: Japanese and the World

The class conducts in-depth studies on Japanese politics, society, economics, geography and history. This class also provides preparation for the “Japanese and the World” topic in the Examination for Japanese University Admission for International Students (EJU). The Fourth Group classes are intended for those students who are enrolled in Level 4 or higher in the First Group: Japanese Language Class.

Subjects	Credits
Japanese & the World I, II	4 (each)

#### Fifth Group: General Subject

This class is designed to enhance academic ability that is required in academic studies at undergraduate or graduate school such as English, Mathematics, and Science.

Subjects	Credits
English I, II, III	2 (each)
Mathematics I, II	2 (each)
Physics, Chemistry, Biology	2 (each)

#### (2) Certification Requirements

Students who enrolled in the course for a calendar year, and have earned 32 or more credits, will be recognized as having completed the course and will be awarded a certificate of completion.

#### (3) Academic Calendar 2018 (for reference)

	Spring Semester (April – September)	Fall Semester (September – March)
Entrance Ceremony	April 3, 2018	September 22, 2018
Orientation	April 2 – 7, 2018	September 21 – 29, 2018
Classes Begin	April 9, 2018	October 1, 2018
Classes End	July 30, 2018	January 30, 2019
Final Examinations	July 31 – August 1, 2018	January 31 – February 1, 2019
Intensive Japanese	August 21 – September 3, 2018	February 12 – 25, 2019
Graduation Ceremony	September 11, 2018	March 12, 2019
Semester Ends	September 20, 2018	March 31, 2019

## II Admission Guide

### 1 Student Enrollment

Number of students to be admitted: 100 students in total for April and September Admissions

### 2 Qualifications

Students who are foreign nationals, and meet the following two requirements:

- (1) Those who have completed 12-year curriculum of schooling in their home country or expect to complete their education before entering the Japanese Language and Culture Program Preparatory Course (*Bekka*), or those who are of an eligible age and have been deemed to have an equivalent educational background or higher than requirements stipulated above. (e.g., Person who has a “Certificate for Students Achieving the Proficiency Level of Upper Secondary School Graduates in Japan”).
  - ※ Contact Kansai University, if your home country has an 11-year education system. Students who are from such a system can apply for the course when The Ministry of Education, Culture, Sports, Science and Technology (MEXT) acknowledges it as having an equivalent level of education.
- (2) Those who have studied Japanese language for more than a year (more than 300 hours) or have Japanese language proficiency equivalent to Japanese-Language Proficiency Test (JLPT) N4 level at the time of application for the course.
  - ※ In principle, those who have studied for more than a year at an educational institution in Japan at the time of entry into this course are not allowed to apply.

### 3 Schedule

	April Admission	September Admission
Application Fee Deadline	October 1, 2018	May 1, 2019
Online Registration Deadline	October 1, 2018	May 1, 2019
Acceptance of Application Package	Must be received by October 1, 2018	Must be received by May 1, 2019
On-site Interview (for applicants residing in China only)	October 27, 28, 2018	May 25, 26, 2019
Notifications of Results	Mid-November, 2018	Mid-June, 2019
Admission Fee and Tuition Deadline	Late November, 2018	Late June, 2019
Visa Application Deadline	February, 2019	August, 2019
Entry into Japan	Late March, 2019	Late September, 2019
Entrance Ceremony	Early April, 2019	Late September, 2019



## 4 Application Fee and Payment Method

### (1) Application Fee JPY20,000

The Application Fee once received is not refundable.

### (2) Payment Period

April Admission: September 7, 2018 (Fri.) – October 1, 2018 (Mon.)

September Admission: April 5, 2019 (Fri.) – May 1, 2019 (Wed.)

### (3) Payment Method

**Make sure to include the name and address of the applicant.**

**Payment from outside of Japan**

Due to high bank transfer fees and other complications, students paying fees from outside of Japan are encouraged to pay by credit card when possible. If a credit card is not available or the applicant finds it difficult to pay by credit card, follow the procedures for payment using funds transfer.

#### ① Payment by Credit Card

For detailed procedures refer to the guidelines on the next page. Please note that the guidelines and this website are available only in Japanese.

※ Important Information Regarding the Payment by Credit Card

- The name of credit card holder can differ from that of the applicant.
- Make sure to enter **the applicant's information** on the data entry page (*Kihon Nyuryoku Gamen*).
- When entering the applicant's name on the data entry page (*Kihon Nyuryoku Gamen*), fill in the name using **Katakana (double-byte encoding)**. The family name should come before the first or given name (e.g., ブラウン メアリー).
- Make sure that the payment is completed no later than **23:00 (11:00 P.M.)** Japan time on the day of the deadline.
- A handling fee of JPY432 is charged in addition to the application fee.
- If the payment is not processed or authorized, any inquiries should be made directly to the credit card company.

# 関西大学 留学生別科 クレジットカードでの入学検定料支払い方法



クレジットカードを利用して24時間いつでも支払が可能です。

※お支払いクレジットカードは変更する場合があります。  
詳しくはWebサイトをご確認ください。

## 1 Webから申し込み～お支払い(クレジット決済)

以下のURLにアクセスし、一覧から本学を選択後、画面の指示に従って申込みに必要な事項を入力してください。  
※ 下記の手順が変更されることがあります。画面の手順に従って入力してください。

<https://www3.univ-jp.com/>

大学HPからもアクセスできます。



本人確認のため、クレジットカードに記載されている情報を入力しますので、支払前にクレジットカードを準備してください。  
支払い方法は一括払いのみです。  
クレジットカードの利用限度額を確認した上で利用してください。

### 1. トップページ

支払カテゴリから『受験料・選考料のお支払い』の『大学・短期大学』を選択

### 2. 学校選択

学校一覧から『関西大学 留学生別科』を選択

### 3. ご利用にあたって

内容を確認し『次へ進む』をクリック

### 4. 申込内容の選択・表示

『別科入学試験』を選択し『次へ進む』をクリック  
表示された申込内容を確認し『次へ進む』をクリック

### 5. 共通個人情報取得

『次へ進む』をクリック

### 6. 基本情報と カード情報の入力

出願者本人の基本情報を入力してください。  
お支払い方法(クレジットカード)を選択し、クレジットカード情報を入力してください。  
個人情報の取扱いを確認後、チェックを入れて『次へ進む』をクリック

※カード番号は、American Expressの場合は、15桁その他のカードは16桁  
※お支払いされるカードの名義人は出願者本人でなくても構いません

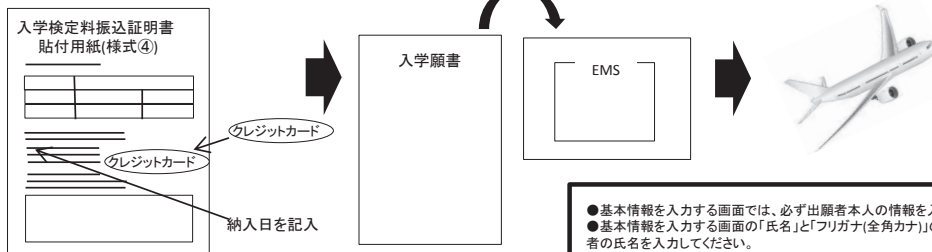
### 7. 申込内容の確認・確定

入力した全ての内容を確認し『次へ進む』をクリック  
受付番号が表示されます。確認し、『次へ進む』をクリック

### 8. お支払い手続き・完了

内容を確認し『お支払い手続きへ進む』をクリック  
お支払い完了です。受付番号をメモしてください。

## 2 出願 「入学検定料振込証明書」添付用紙(様式④)に記載されている「クレジットカードで納入した場合」のボックスを○で囲ってください。納入日を記入してください。



### ■ 納入期限

2019年4月入学	2018年9月7日(金)～10月1日(月)
2019年9月入学	2019年4月5日(金)～5月1日(水)

- 基本情報を入力する画面では、必ず出願者本人の情報を入力してください。
- 基本情報を入力する画面の「氏名」と「フリガナ(全角カナ)」の両方の項目に全角カタカナで出願者の氏名を入力してください。
- 基本情報を入力する画面の「電話番号」には、国番号を除いた番号を入力してください。文字数が足りない場合、最後まで入力できなくても構いません。
- 基本情報を入力する画面の「メールアドレス」には、オンライン登録で入力したメールアドレスを入力してください。
- 納入期限最終日は、23:00(日本時間)までにカード決済を完了させてください。
- 入学検定料の他に、事務手数料432円が別途かかります。事務手数料は変更になる場合があります。念のため、Webサイトをご確認ください。
- カード審査が通らなかった場合は、クレジットカード会社へ直接お問い合わせください。
- 一旦納入された入学検定料は、返還いたしません。

② Money Transfer from Outside of Japan

- Make your remittance request in the name and address of the applicant.
- Foreign currency is not accepted. Make your remittance request in Japanese Yen.
- Make sure to pay JPY2,500 as Bank Charges in Japan in addition to the application fee.

※Please contact Kansai University if educational institution make a payment on behalf of more than one applicant.

**【Method of Transfer】**

Telegraphic Transfer

**【Payment】**

Advise and Credit

**【Overseas Remittance Application Form】**

Local charges borne by remitter and overseas charges by beneficiary.

※Please be sure to choose 'SHA' on the application form.

**【Amount】**

JPY22,500

(Application Fee JPY20,000 + Bank Charges in Japan JPY2,500)

※1 The applicants must bear all the charges incurred by the bank in applicant's country.

※2 Please note that the balance will not be refunded even if bank charges in Japan do not exceed JPY2,500.

**【Bank Account】**

Name of Bank: Resona Bank, Ltd. Tenroku Branch

Address of Bank: 7-1-24, Tenjinbashi, Kita-ku, Osaka-shi, OSAKA 531-0041 JAPAN

SWIFT ADDRESS: DIWAJPJT

Account Type: Ordinary Account

Account Number: 4281329

Account Holder: Kansai University

Holder's Address: 3-3-35, Yamate-cho, Suita-shi, OSAKA 564-8680 JAPAN

### Money Transfer from inside Japan

Transfer the Application Fee JPY20,000 to the following account using “Telegraphic Transfer” **at a bank teller**. The remittance fee should be paid by the applicant. Money Transfer from an ATM (Automated Teller Machine) or a postal bank will not be accepted. Enclose the receipt of the remittance sheet (Form ④). “A copy of the money transfer certificate with the seal or stamp of the bank” must be attached on this form.

#### 【Bank Account】

Name of Bank: Resona Bank, Ltd. Tenroku Branch

Account Type: Ordinary Account

Account Number: 4281329

Account Holder: Kansai University

## 5 Application Period and Application Procedure

### (1) Application Period

April Admission: September 7, 2018 (Fri.) – October 1, 2018 (Mon.)

September Admission: April 5, 2019 (Fri.) – May 1, 2019 (Wed.)

### (2) Application Procedure

After paying the Application Fee, complete **Online Registration** on the website of Kansai University Japanese Language and Culture Program: <http://www.kansai-u.ac.jp/ku-jpn/registration/> Next, send your application package to the address which is indicated on the last page of this “Admission Guide” using **Registered Express Letter** from inside Japan, and **EMS (Express Mail Service)** or another certified or registered postal service from outside of Japan **arriving no later than the admission deadline**.

※ Contact Kansai University if you have trouble completing the Online Registration.

## 6 Important Information for the Application

(1) When the documents are written in a language other than Japanese or English, it is the applicant’s responsibility to **attach a Japanese or English translation with an official seal certified by a government, a notary public, or an educational institutions.**

(2) **All application documents should be sent in one package.**

(3) Refer to the sample application forms on the website below when filling out the application forms. (<http://www.kansai-u.ac.jp/ku-jpn/pdf/example1.pdf>)

(4) Fill out the application forms with a black ink pen or a ballpoint pen.

※ Erasable pens are not acceptable.

- (5) The applicant will be deprived of the qualifications for candidacy, if any false statements on the application documents are found. Furthermore, entrance permission will be cancelled, if false statements on the application documents are found after the results are issued.
- (6) **Submit the original copies of certifications for application except in specified cases. When submitting any copies of documents on request, make sure that they have been copied clearly.**
- (7) Applicants may be requested to submit additional documents if Kansai University considers it as necessary.
- (8) The documents submitted will not be returned.
- (9) **Keep a copy of the application documents in case the documents are needed for a visa application.**

## 7 Application Documents

- (1) Application Form (Form ①-1, ①-2, ①-3, ①-4)
- (2) Certificates related to academic background

Necessary certificates vary depending on the applicant's academic background.

### High school graduates

- ① Certificate of Graduation issued by the high school (or Certificate of Expected Graduation)
- ② Official Transcript issued by the high school (grades for each year should be indicated)
- ③ A copy of diploma from the high school (must be in color) ※ only those who have graduated

### University (undergraduate) students

- ① Certificate of Graduation issued by the high school
- ② Official Transcript issued by the high school (grades for each year should be indicated)
- ③ A copy of diploma from the high school (must be in color)
- ④ Certificate of Enrollment issued by the university
- ⑤ Latest Official Transcript issued by the university (grades for each year should be indicated)

### University (undergraduate) graduates

- ① Certificate of Graduation issued by the university (or Certificate of Expected Graduation)
- ② Official Transcript issued by the university (grades for each year should be indicated)
- ③ A copy of diploma from the university (must be in color) ※ only those who have graduated

### Graduate school students

- ① Certificate of Graduation issued by the university
- ② Official Transcript issued by the university
- ③ A copy of diploma from the university (must be in color)

- ④ Certificate of Enrollment issued by the graduate school
- ⑤ Latest Official Transcript issued by the graduate school (grades for each year should be indicated)

**Graduate school graduates**

- ① Certificate of Completion issued by the graduate school (or Certificate of Expected Completion)
- ② Official Transcript issued by the graduate school (grades for each year should be indicated)
- ③ A copy of diploma from the graduate school (must be in color) ※ only those who have graduated

**(3) Certificate of Japanese Language Proficiency (Form ②)**

This form must be written in Japanese by a person who can properly certify the applicant's Japanese language proficiency (e.g., Japanese instructor). When the applicant took the "Examination for Japanese University Admission for International Students" (EIJ), the "Japanese Language Proficiency Test" (JLPT), the "Test of Practical Japanese" (J. Test), or "The Japanese Language NAT-TEST", submit a copy of the results with the Certificate of Japanese Language Proficiency (Form ②). If the applicant has not yet received the result, submit a copy of the admission card for the examination and then submit the result as soon as it is available.

**(4) Statement of purpose and plans after completion of the Japanese Language and Culture Program (Form ③)**

**(5) Copy of Passport**

Submit a copy of the following pages from your passport: The page including your name and the photograph of your face as well as all pages which include all previous records of entry and departure to and from Japan. (When the applicant cannot provide copies of all pages with the records in the passport, submit a certificate of records of entry and departure to and from Japan issued by a government or a notary public such as the Immigration Bureau.) When the applicant does not possess a passport, submit a copy of an Identification Card or documents issued by the government of the applicant's home country or any equivalent institutions.

**(6) 6 photographs (4cm × 3cm in size)**

Send 6 photographs (full face without a hat against plain background) with the applicant's name written on the back. One of the photographs should be attached to the application form ① and the other five placed together in an envelope. The photographs must be in color, and have been taken within 3 months of the application.

**(7) Receipt of the remittance sheet (Form ④)**

If the fee is paid by credit card, circle the box that indicates "Credit Card" and write down the

date the fee is paid. If it is paid by money transfer either from inside or outside of Japan, attach a copy of the money transfer certificate of the Application Fee on the form ④ as follows.

#### **Transfer Fee from outside of Japan**

Copy the money transfer certificate with the seal or the stamp of the bank or the international transfer application form.

#### **Transfer Fee from inside Japan**

Copy the money transfer certificate with the seal or stamp of the bank.

### **(8) Sponsor Documents**

- If there is more than one sponsor, submit the below documents ①~⑤ for all the sponsors.
- In the case where the applicant will pay expenses, submit the documents ①~⑤ below.

In the above case, a third party guarantor is required. Download Letter of Guarantee from the website below and submit the form along with the application materials.

<http://www.kansai-u.ac.jp/ku-jpn/pdf/guaranteesheet.pdf>

- In the case where funds will be covered by a scholarship, submit a document which includes following information: the amount, the period and the source of the scholarship.

① Letter of Financial Support and Guarantee (Form ⑤)

② Financial statement of the account under the name of the guarantor (sponsor)

Submit a financial statement of an account in which the balance exceeds the annual tuition and living expenses (e.g., JPY100,000/month × 12 months). Those applicants who have more than one sponsor must submit multiple financial statements of accounts in which the balance exceeds the expenses stated above in total.

③ Certificate of Employment

Submit a certificate of employment of the guarantor (sponsor). The certificate must include the following information: the address, telephone number and name of representative of the place of employment, description of the job and the title.

When the guarantor (sponsor) is self-employed, submit such documents as a copy of registration of the cooperation or a business licence.

④ Certificate of Annual Income or Certificate of Income

Submit one of the above certificates of the guarantor (sponsor). The certificate must include the income from the previous year of the application and be issued by the place of employment or notary public. If the guarantor (sponsor) lives in Japan, submit Tax-Income Certificate or Tax Declaration Certificate which includes the sponsor's total income.

⑤ A document that proves the relationship between the applicant and guarantor (sponsor)

If the guarantor (sponsor) is a family member of the applicant, submit one of the following:

a copy of the Family Register, Birth Certificate, Resident Card or Public Certification of Kinship.

If the guarantor (sponsor) is a friend or an acquaintance of the applicant, submit the following documents: a document which explains the relationship with the applicant and a photo of the sponsor and the applicant appearing together.

## 8 Selection Procedure and Methods of Notification of Results

### (1) Selection Procedure

In principle, the selection will be conducted after reviewing application documents and an interview.

#### Applicants who reside in China

On-site interviews will be conducted for those applicants who passed the selection based on their application documents.

April Admission      Beijing: October 27, 2018 (Sat.)      Shanghai: October 28, 2018 (Sun.)

September Admission      Beijing: May 25, 2019 (Sat.)      Shanghai: May 26, 2019 (Sun.)

#### Applicants who reside in countries other than China

Online video interview will be conducted via internet phone for those applicants who passed selection based on their application documents.

#### Applicants who reside in Japan

Interview will be held through either internet phone or telephone for those applicants who passed selection based on application documents. An on-site interview at Kansai University may be requested as needed.

※ **The time and date of the on-site interview, or online video interview via internet phone will be confirmed after the application deadline. The applicant must attend the interview in person.**

### (2) Notification of Results

The results of the selection process will be mailed to each applicant around the dates listed below. Inquiries about the results are not accepted. (Contact Kansai University if the applicant's address changes after submission of the application documents.)

April Admission: Mid-November, 2018

September Admission: Mid-June, 2019

Be sure to inform us prior to your application if you have disabilities so that we can provide support at the entrance examination or while studying at the *Bekka*.



## 9 Payment of Educational Expenses at Admission

Successful applicants will receive a registration package containing the official acceptance letter. Successful applicants must follow the guidelines contained in the package, and pay the required fees (Admission Fee and Tuition for the first semester: total JPY415,000) in one payment by the deadline. The applicant must complete the registration process by the deadline in order to enter the course. No late registration will be accepted.

The Admission Fee will not be refunded for any reason once it has been received.

### ※ Refunds following Declination of Registration

Those applicants who decline to register in the course for unavoidable reasons must tender a cancellation of registration by the deadline (March 31, 2019 (Sun.) for April Admission and September 20, 2019 (Fri.) for September Admission) in order to receive a refund of the Tuition. More details will be included in the registration package sent to successful applicants.

## 10 Tuition (Admission of 2019 Academic year)

(JPY)

Classification \ Division	1 <sup>st</sup> Semester	From 2 <sup>nd</sup> Semester
Admission Fee	80,000	—
Tuition	335,000	335,000
Total	415,000	335,000

### III Obtaining a Visa

#### 1 Application Procedure for Obtaining a Visa

In order to stay in Japan as an international student, in principle you will be required to obtain College Student visa. After completing the registration procedure, all applicants must complete the necessary process to obtain a Certificate of Eligibility to enter and stay in Japan.

##### Applicants who reside outside of Japan

After the completion of the registration procedure, Kansai University will act as a representative in the application for a Certificate of Eligibility which is necessary to obtain the College Student visa. As soon as the Certificate of Eligibility is issued, it will be sent to the applicant with a Letter of Acceptance. The applicant must complete the process to obtain a visa at a Japanese Embassy or Consulate General in the applicant's home country immediately.

- (1) Kansai University will not act as a representative to apply for any visa status other than College Student.
- (2) Be aware that delayed completion of the registration process may result in late delivery of Certificate of Eligibility, which may hinder the applicant's entering Japan.
- (3) Kansai University will decide on the representative request based on the application. As a result of the decision, the university may request the applicant to submit additional documents to prove ability of financial support. The university will not respond to any claims made about the final decision.
- (4) The Certificate of Eligibility is granted by the Ministry of Justice; therefore, Kansai University will not take any responsibility if the application is denied. The applicant is not allowed to register for this program if the application is denied, since he/she will not be eligible to stay in Japan legally. Moreover, enrollment at Kansai University with a Short Stay visa is not permitted.
- (5) Those applicants who have a history of being denied a Certificate of Eligibility for whatever reason, will not be issued one, unless the problem is resolved. If there is any history of being denied a visa application, inform Kansai University before making the application by stating the details in Form ①-4.

##### Applicants who reside in Japan

- (1) Those applicants who already possess a College Student visa, must apply for change or renewal of status of residence at the Immigration Office on your own.
- (2) Those applicants whose spouse is a Japanese national or a permanent resident, need not apply for changing or his/her status of residence. In this case, he/she might not be eligible for benefits from being on a College Student visa.
- (3) Consult with an Immigration Office in case the applicant has another status of residency.

## IV Student Life

### 1 Accommodation

The Minami-Senri International Plaza is a modern educational facility and a dormitory for international students. In this dormitory, resident assistants who are students at Kansai University will live in the dormitory to support the daily life of *Bekka* students. *Bekka* students at the dormitory can live and learn with other students at Kansai University.

Kansai University Minami-Senri International Plaza · Dormitory (165 rooms)	
Facilities	<ul style="list-style-type: none"><li>□ All rooms are single occupancy and privacy will be guaranteed.</li><li>□ All rooms include a desk, chair, bed, storage, refrigerator, bath unit with toilet, and air-conditioner.</li><li>□ Each unit is composed of 6 – 7 rooms and equipped with a shared kitchen, laundry room, and lounge space.</li><li>□ All rooms have Wired internet access. The shared facilities have wireless internet.</li></ul>
Dormitory-fee	JPY48,000 per month as of 2018 (This includes Electricity, Gas, Water, Internet, and Linen Leasing Fee.) ※ Dormitory fee is subject to change following annual reviews.
Common Facilities	Multi-purpose room, Japanese room, Recreation room etc.

※ Students who do not wish to reside in the Kansai University Minami-Senri International Plaza Dormitory and want to live in an off campus apartment or housing unit, must find their own accommodation. Detailed information is available on our website.

※ The period of residency at the dormitory as well as the course period is one year in principle. The period of study can be extended up to two years at maximum but the period of residency at the dormitory can not be extended in principle.

### 2 Living Expenses

The average living cost in Osaka is around at least JPY100,000 per month including rent. Make sure to consider this when you budget for living costs in Japan. Refer to our website for more detailed information about campus life for *Bekka* students.

### **3 Scholarship**

Students who have an excellent academic record, and who are in need of financial support, will be recommended for following scholarships. Apart from these scholarships, students may receive privately funded scholarships.

(1) Kansai University International Exchange Fund Scholarship

This scholarship grants JPY180,000 per student per semester for total of 10 students (5 students each semester).

(2) Monbukagakusho Honors Scholarship for Privately-Financed International Students

Recipients will be granted JPY48,000 per month for up to one year. As of last year, 2 students were granted for this scholarship.

### **4 Medical Care and Insurance**

(1) Health and Well-being

The University Medical Clinic is located on the main campus. There are physicians, nurses and psychologists on duty to provide comprehensive care services for students. There is also a Psychological Counseling Room staffed by licensed clinical psychologists.

(2) National Health Insurance

All non-Japanese who will live longer than 3 months in Japan, are required to enroll in the National Health Insurance scheme. The annual insurance fee is about JPY25,000 in Suita City where Kansai University is located. On obtaining medical examinations, treatment, or getting a prescription, the recipient only needs to pay 30% of the total cost as a partial charge of the medical expense; 70% of the total cost will be covered by National Health Insurance.

## Application Documents Self-Check Sheet

Application Documents	Check		
	Original	Copy	Translation
(1) Application Form (Form ①-1, ①-2, ①-3, ①-4)	/	/	/
(2) Certificates related to academic background Necessary certificates vary depending on the applicant's academic background. Refer to the page 11 of this Admission Guide for more details. ※ A copy of diploma from the last school/institution must be in color.	/	※	/
(3) Certificate of Japanese Language Proficiency (Form ②) A copy of the result of EJU, JLPT, J-Test, or NAT-TEST (if applicable)	/	/	/
(4) Statement of Purpose and Plans after completion of the Japanese Language and Culture Program (Form ③)	/	/	/
(5) Copy of Passport If the applicant has multiple records of entry to and departure from Japan, submit copies of pages in the passport which include all the records of entry to and departure from Japan. If the above applicant is not able to provide copies of all the stamp pages in the passport, submit a certificate of records of entry and departure to and from Japan issued by a government or a notary public such as the Immigration Bureau. When the applicant does not possess a passport, submit a copy of an Identification Card or documents issued by the government of the applicant's home country or any equivalent institutions.	/	/	/
(6) 6 Photographs (4cm × 3cm) (taken within 3 months of the application)	/	/	/
(7) Receipt of the remittance sheet (Form ④)	/	/	/
(8) Sponsor Documents			
① Letter of Financial Support and Guarantee (Form ⑤) ※ If the applicant is self-sponsored, submit Letter of Guarantee along with the form ⑤.	/	/	/
② Financial Statement of the Account under the name of the sponsor	/	/	/
③ Certificate of Employment	/	/	/
④ Certificate of Annual Income or Certificate of Income	/	/	/
⑤ A document that proves the relationship with the applicant	/	/	/
A document proves the amount, the period, and the source of the scholarship	/	/	/

### Important Information

- (1) When the documents are written in a language other than Japanese or English, it is the applicant's responsibility to attach a Japanese or English translation with an official seal certified by a government, a notary public, or an educational institution.
- (2) Refer to the sample application forms on the website below when filling out the application forms.  
(<http://www.kansai-u.ac.jp/ku-jpn/pdf/example1.pdf>)
- (3) Applicants may be requested to submit additional documents if Kansai University considers it as necessary.

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