



# KANSAI UNIVERSITY

## GUIDE FOR EXCHANGE STUDENTS 2014~2015

### 1. Welcome to Kansai University!

Welcome to Kansai University. Our university was founded as Kansai Law School in 1886, in the large commercial city of Osaka. In 1905, the institution was granted university status, and its main campus was moved to its present site in Suita in 1922, thus paving the way for future growth.

KU continues to grow, and currently there are 13 faculties which include Law, Letters, Economics, Commerce, Sociology, Policy Studies, Foreign Language Studies, Informatics, Engineering Science, Environmental and Urban Engineering, and Chemistry, Materials and Bioengineering, and the two latest additions of Health and Wellbeing, and Safety Science. In addition, KU boasts distinguished graduate schools as an extension of the various faculties, as well as professional qualification courses in Law, Accountancy, and Professional Clinical Psychology. KU also offers the Japanese Language and Culture Preparatory Course, “*Bekka*” for International students who would like to improve their Japanese language proficiency before proceeding to higher education such as an undergraduate or graduate program.

The university, with its attached senior and junior high schools and kindergarten, has a total student body of 30,000, making it one of the largest in West Japan.

All of our campuses are located near Osaka City which serves as the prefecture’s capital, and with a population of approximately three-million people, it is the third largest city in Japan after Tokyo and Yokohama. Other major cities located in Osaka Prefecture include Sakai, Higashi Osaka, Toyonaka, Hirakata, Takatsuki, and Suita – the home of Kansai University’s main campus. Featuring at the center of Japanese commerce since ancient times, the people of Osaka are known for their pragmatism, entrepreneurial savoir-faire, and unique sense of humor. Kansai University is considered to be one of Osaka’s representative



universities, and the campuses are situated in perfect locations to enjoy the excitement of downtown Osaka, and the cultural treasures of Kyoto, Nara, and Kobe, all of which are accessible by short train rides.

Our 5 campuses are equipped with many state-of-the-art facilities to help you in your studies. The university library is one of the largest in western Japan. The Information Technology Center offers basic instruction of computer usage, and computers are available there and in other rooms around the campus. The Medical Center offers treatment for slight injuries and illness.

The following guide is to provide prospective international students with relevant information to make your time at Kansai University rewarding. If you have any questions at all, be sure to contact the staff at Kansai University’s Division of International Affairs. We will do all we can to assist you as you get ready for your big adventure in Japan. We look forward to seeing you here!

**Telephone: +81-6-6368-1174**  
**Facsimile: +81-6-6330-3027**  
**Email: [kokusai@ml.kandai.jp](mailto:kokusai@ml.kandai.jp)**  
**[www.kansai-u.ac.jp/Kokusai/english](http://www.kansai-u.ac.jp/Kokusai/english)**

## 2. Before Coming to Japan

### Application Procedure:

You are eligible to be an exchange student at Kansai University if:

- Your home institution has a formal student exchange agreement with Kansai University.
- You are nominated for the program by the exchange coordinator of your home institution.

Please note that the completed Exchange Application form must be forwarded by the exchange coordinator at your university. We are not able to accept applications submitted directly by students. International students on an exchange program remain enrolled at their home institution and continue to pay tuition fees there. Exchange students may study at Kansai University for one or two semesters. The academic program you undertake may be credited towards your degree as per the agreement between the two institutions. International students receive the same benefits accorded to regular students, such as access to campus facilities (Library, IT Center, Gymnasium, etc.).

## 3. Certificate of Eligibility and Getting a Visa

The Division of International Affairs at Kansai University will make an application to the relevant Regional Immigration Bureau for a “Certificate of Eligibility” for Residence Status on the international student’s behalf. Once the Certificate of Eligibility is granted, the student needs to take his/her Certificate of Eligibility to

an overseas Japanese embassy to apply for a visa to enter the country. Visa applications can be a little complicated and daunting, but the certificate will make it much easier. For detailed information on the process for getting a visa please visit the following website:

[www.studyjapan.go.jp](http://www.studyjapan.go.jp)

## 4. The Division of International Affairs and Student Support

When you arrive at Kansai University, your first visit should be the Division of International Affairs. We deal with all matters related to exchange students as well as full-time foreign students. The DIA is one of the main place where both Japanese and foreign students have a chance to meet other students, and is where information of concern to foreign students can be provided. The DIA also provides information for Japanese students who wish to study abroad. Newspapers in Japanese and English are in the DIA, and so are computers with internet access. [Wireless LAN access is also available.] Feel free to contact the DIA if something happens to you, or if you have anything you need to discuss. The DIA is open from 9 a.m. to 5 p.m. Most of the staff can speak English, but students are expected to use Japanese as much as possible.

Office hours are conducted inside the Division of International Affairs building at set times in which you are welcome to come and discuss ANY issue with the DIA professors in Japanese or English.



Faculty members: (from left) Dr. Toshihiro Sawayama, Dr. Keiko Ikeda, Dr. Yuriko Kite (Director), Dr. Alexander Bennett.



In case of serious problems such as traffic accidents, crime or serious disease, the staff at the DIA provide exchange students with 24/7 assistance. The contact number is as follows:

**Mon. through Sat., from 9am–5pm:  
06-6368-1174**

**Sun., after hours, and university holidays:  
06-6388-1125 (Security Office)**

In holidays and after hours, the security office will respond (Japanese only) and then the division staff will call back.

## 5. Student ID Card & Discounts

A Student ID Card is required when you use university facilities or when applying for student discounts. The ID Card will be distributed during orientation. Students registered in universities in Japan are entitled to 20% discounts on their fares if traveling over 101 km by JR trains, or ships. Students can get 10 discount certificates per year. Also, student discounts are available in some museums, theaters etc. upon presenting your card.

## 6. Libraries and IT Centre

There are approximately two million books and seven thousand titles of periodicals and newspapers from all over the world in our libraries. Undergraduate students are allowed to borrow up to ten books for two weeks, and twenty books for three months for graduate students. A library tour will be held during orientation. Exchange students also have full access to the Information Technology Center where computers and various software are available.

## 7. Insurance and Legal Issues

### (1) National Health Insurance

All international students are required to join the National Health Insurance Program regardless of length of stay. The insurance cost is about 23,000 yen a year which is paid in monthly installments. The procedures of joining the National Health Insurance can be done at Suita City Hall. By showing the Health Insurance Card at the reception desk of a clinic or hospital, students are only required to pay 30% of the medical costs. In case of major medical expenses incurred as a result of hospitalization, surgery etc., where the total medical cost exceeds 35,400 yen, 100% of the expenses over 35,400 yen will be reimbursed under the “High Medical Expense” policy. In addition to health insurance, students are also advised to obtain overseas travel insurance before coming to Japan.



### (2) Resident Registration

International students staying in Japan must register their address at a municipal office nearby. If you are staying at one of Kansai University's dormitories, you will need to go in person to Suita City Hall and take the necessary steps. Volunteer students at Kansai University will accompany you to City Hall for this procedure. You will be introduced to these volunteer students during the orientation period.

## 8. Dormitory

The Kansai University International Dormitory is 20 minutes away by bicycle from Kansai University's Senriyama campus. This dormitory is principally reserved for international exchange students, and applications are handled on a first-come first-served basis. If dormitory capacity is reached, students will be assigned to other university or external dormitories. Details for dormitory and other fees can be found on a separate information sheet.

Kansai University students serving as Resident Assistants also live in the dormitory to support the daily life of international students. The dormitory at Kansai University is not only a residential facility, but is also a place of learning where students come into contact with different languages and cultures. The concept of the dormitory is "Sharing Cultures".

To ensure that harmony and good relations are maintained in the dormitory, there are some rules prohibiting violent behavior, smoking in certain places, receiving guests, and so on. Also, it is the responsibility of residents to keep the facility neat and tidy. Those who cannot follow the rules set down by the university may be evicted from the dormitory. The regulations for living in the dormitory will be explained in more detail at the new resident orientation.

"Kansai Univ. International Dormitory" for both male and female students	3-3, Tsukumodai, Suita-shi, Osaka 565-0862 JAPAN Tel: +81-6-6368-1174 Fax: +81-6-6330-3027
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## 9. Extracurricular Activities

One of the important features of student life at Japanese universities is participation in extracurricular clubs. Kansai University has many student clubs to choose from including culture and music circles, martial arts, and many kinds of sports clubs. Most clubs take new students at the start of the school year in April and May, but international students who come to Kansai University later in the year are also welcome to participate. If there is a particular club you would like to join, come and talk with the faculty or staff in the DIA.

## 10. Part Time Work

Students who enroll in Kansai University through inter-university exchanges are generally not encouraged to take part-time jobs. In case you are obliged to work due to unavoidable circumstances, you need to obtain a permission from Immigration Bureau. Please be sure to contact the DIA beforehand. Working without going through the required procedure and getting permission first could result in deportation!

## 11. Medical Center

If/When you have health-related concerns or issues, you can utilise the Medical Center, where either nurses or doctors will assist you. When it comes to minor injuries, cold symptoms and minor gastrointestinal disorders, the medical center can treat these problems and part of your medical examination/treatment fee will be covered. Kansai University also has a Student Counseling Room where psychological consultation is available (Japanese only.) Treatment of chronic diseases is not available so please consult with your doctor thoroughly before your arrival in Japan.



## 12. Setting up a Bank Account

Students intending to stay for at least two semesters should open a personal bank account as soon as possible. For security reasons, opening a bank account in Japan can be quite a complicated (and slightly frustrating) process, and students should ensure that they have access to funds during the interim for daily living through other means including credit cards or cash.



## 13. Mobile Phones

It is recommended that international students purchase mobile phones after arriving in Japan. There are a number of companies which offer a range of services and special rates for students. Prepaid phones are also available, but tend to be pricier.



## 14. The Academic Calendar for 2014

Mar. 26	Check in at the dormitory (This date is subject to change)
Mar. 27 - Apr. 4	Orientation & Placement test in Japanese
Apr.5 - Jul. 24	Spring Semester
Jul. 25 - Aug.2	Examinations
TBA	Move Out Day (Students completing in the spring semester)
Aug. 3 - Sep. 20	Summer Break
Sep. 5	Check in at the dormitory (Students starting from the fall semester)
Sept. 6 - 20	Fall semester orientation (Students starting from the fall semester)
Sept. 21 - Dec. 26	Fall Semester
First Week of Nov.	School Festival (Exact date will be announced later.)
Dec. 27 - Jan. 5	Winter Break
Jan. 6 - Jan. 22	Fall Semester resumes
Jan. 23- 31	Examinations
TBA	Move Out Day (Students completing in the fall semester)

\*Examinations for some courses may be held in class (during the semester). For details, please ask your instructor.

## 15. Classes

Kansai University offers Japanese Language Courses and Japan Studies Courses. Japan Studies Courses are offered in English. These courses are basically for undergraduate exchange students, but graduate students are welcome to take some of these courses in addition to pursuing their research. The class schedule will be announced at orientation. All exchange students are also welcome to take some courses for regular full-time students if their Japanese proficiency is good enough to follow the classes. Courses are subject to change. Please visit the DIA website for a detailed outline of the courses, or visit the office for a printed version.



### Spring Semester (April– July)

Japanese (Level 1a - 6b 12 courses)	2 classes ( 3 hours) per week	*2 credits
Contemporary Japan	1 class (1.5 hours) per week	*2 credits
Communication in Japanese Society	1 class (1.5 hours) per week	*2 credits
Japanese Philosophy and Thoughts	1 class (1.5 hours) per week	*2 credits
Japanese History	1 class (1.5 hours) per week	*2 credits
Japanese Literature II	1 class (1.5 hours) per week	*2 credits
Japanese Culture II	1 class (1.5 hours) per week	*2 credits
Japanese Politics	1 class (1.5 hours) per week	*2 credits
Japanese Industries and Companies	1 class (1.5 hours) per week	*2 credits
Japanese Science and Technology	1 class (1.5 hours) per week	*2 credits
Japanese Popular Culture	1 class (1.5 hours) per week	*2 credits
Seminar in Japanology I	1 class (1.5 hours) per week	*2 credits
Seminar in Japanology II	1 class (1.5 hours) per week	*2 credits

Undergraduate exchange students are required to take minimum of seven classes per week, consisting of two (four classes in total) Japanese Language Courses and three or more Japan Studies Courses. Courses for regular full-time students can be taken in place of Japan Studies Courses.

## 16. Examinations

International students must sit scheduled examinations for courses they enroll in to receive credits. Examinations for the Spring Semester are scheduled from mid-July to the end of July. Examinations for the fall Semester are scheduled from late January to the end of January. Exchange students must arrange their schedules in order to sit all their exams.

### Fall Semester (September– January)

Japanese (Level 1a - 6b 12 courses)	2 classes ( 3 hours) per week	*2 credits
Contemporary Japan	1 class (1.5 hours) per week	*2 credits
Communication in Japanese Society	1 class (1.5 hours) per week	*2 credits
Japanese Religion	1 class (1.5 hours) per week	*2 credits
Japanese Arts	1 class (1.5 hours) per week	*2 credits
Japanese History	1 class (1.5 hours) per week	*2 credits
Japanese Literature I	1 class (1.5 hours) per week	*2 credits
Japanese Culture I	1 class (1.5 hours) per week	*2 credits
Japanese Law	1 class (1.5 hours) per week	*2 credits
Japanese Economy	1 class (1.5 hours) per week	*2 credits
Japanese Society	1 class (1.5 hours) per week	*2 credits
Seminar in Japanology I	1 class (1.5 hours) per week	*2 credits
Seminar in Japanology II	1 class (1.5 hours) per week	*2 credits

\*\* These classes are subject to change.

\* recommended

\* recommended

## 17. Miscellaneous Info About KU and Life in Japan

Spring (March-May)	5°C - 25°C	Chilly in the morning and at night, but quite comfortable.
Summer (June-Aug.)	20°C - 35°C	Hot and damp. The rainy season starts in June and it gets hotter after that.
Fall (Sept.-Nov.)	10°C - 25°C	Remains quite hot and typhoons maintain humidity in September. Starts to get cooler in October.
Winter (Dec.-Feb.)	2°C - 10°C	Snow is rare and the weather is comparatively pleasant, but you will still need coat and gloves.

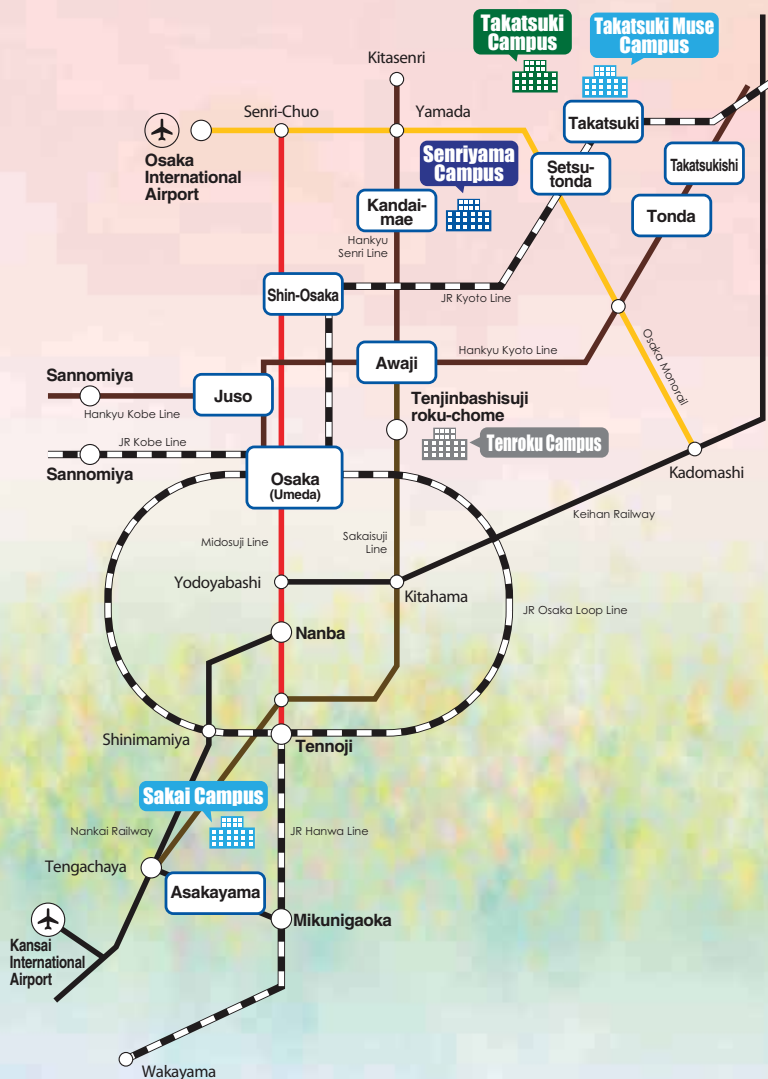
There are a number of national and university holidays throughout a year. In most cases classes are not conducted on these days. If a national holiday falls on Sunday, the following Monday will be a holiday.

### University Holidays

Nov. 4	Anniversary of the founding of Kansai University as Kansai Law School
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### National Holidays

April 29	Showa Day
May 3	Constitution Day
May 4	Green Day
May 5	Children's Day
July 21	Marine Day
September 15	Respect for the Aged day
September 23	Autumnal Equinox Day
October 13	Health and Sports Day
November 3	Culture Day
November 24	Labor Thanksgiving Day
December 23	Emperor's Birthday
January 1	New Year's Day
January 13	Coming-of-Age Day
February 12	National Foundation Day
March 21	Vernal Equinox Day



### Senriyama Campus

3-3-35 Yamate-cho, Suita-shi, Osaka 564-8680 Japan  
Tel: +81-6-6368-1121

### Takatsuki Campus

2-1-1 Ryozenji-cho, Takatsuki-shi, Osaka 569-1095 Japan  
Tel: +81-6-6368-1121

### Takatsuki Muse Campus

7-1 Hakubai-cho, Takatsuki-shi, Osaka 569-1098 Japan  
Tel: +81-6-6368-1121

### Sakai Campus

1-11-1 Kaorigaoka-cho, Sakai-ku, Sakai-shi, Osaka 590-8515 Japan  
Tel: +81-72-229-5022

### Hokuyo Campus

1-3-26 Kamishinjo, Higashiyodogawa-ku, Osaka-shi, Osaka 533-0006 Japan  
Tel: +81-6-6328-5964

### Tenroku Campus

1-3-22 Nagaranishi, Kita-ku, Osaka-shi, Osaka 531-0061 Japan  
Tel: +81-6-6368-1121

### Minami-Senri International Plaza

1-2-20 Satakedai, Suita-shi, Osaka 565-0855 Japan  
Tel: +81-6-6368-1121



Although Kansai University has 5 campuses, the main one is in Senriyama. The campus map below is that of the Senriyama Campus in which most of the university's departments are located. Please remember where the Division of International Affairs is. We are on the third floor of the round building marked as 17.



Faculties of Law, Letters, Policy Studies, Foreign Language Studies, Cafeteria  
 Faculties of Economics, Commerce, School of Accountancy, Center for Academic Affairs, Cafeteria  
 Faculty of Sociology, Cafeteria, Store  
 Faculties of Engineering Science, Environmental and Urban Engineering, Chemistry, Materials and Bioengineering, Store  
 IWASAKI KINENKAN  
 SHOBUNKAN (Graduate Schools, Graduate School of Professional Clinical Psychology)  
 IBUNKAN (School of Law, Clinical Counseling Room, Center for Human Activity Theory, Center for the Study of Asian Cultures, Cafeteria, Store)  
 University Library  
 KANBUNKAN (Museum, Research Center for Naniwa-Osaka Cultural Heritage Studies, Institute of Human Rights Studies, University Archival Gallery)  
 ENSHINKAN (Information Technology Center)  
 Research Institute for Socionetwork Strategies  
 Organization for Research and Development of Innovative Science and Technology (Frontier Sciences Center, Business-Academia Collaboration Research Center, Collaborative Research Center of Engineering, Medicine and Pharmacology, Research Center of Regional Revitalization)  
 Division of Community and Business Partnerships (Center for Business, Government and Universities, Center for Intellectual

Property, Center for Community Collaboration)  
 High Technology Research Center  
 KOJIMA KOREKATA-KAN (Institute of Oriental and Occidental Studies, Institute of Economic and Political Studies, Institute of Legal Studies)  
 Researchers Offices (Institute for Cultural Interaction Studies, English Language Instruction Network Center, Center for Minority Studies, Institute for Conservation and Restoration of Cultural Properties)  
 Admissions Center, Career Center, Medical Center, Center for High School and University Partnerships  
 Information Center, Division of Research Development, Division of International Affairs (Kansai University Japan-EU Research Center, Center for International Education), Restaurant  
 SHUREI-RYO (International Student House)  
 Gymnasium-Senriyama East  
 Gymnasium-Senriyama Central (Store)  
 Athletic Ground-Senriyama Central  
 Athletic Ground-Senriyama North  
 Mediapark RINPUKAN (Student Support Center, Volunteer Support Center, Cafeteria, Shops)  
 SEISHIKAN 2・3 (Satellite Station, Clubrooms)  
 KU Symphony Hall  
 GAIFUKAN (Athletic Clubrooms)  
 YURINKAN (Clubrooms)  
 SHIN-GAIFUKAN (Athletic Clubrooms)

YOSHINKAN (Sports Complex)  
 YUKYU NO NIWA  
 SENRIYAMA KITAHIROBA  
 TAKAMATSUZUKA KOFUN "Ancient Tomb" Exhibition Room  
 ASUKA NO NIWA  
 Extension Reed Center <The Extension Center>  
 SHINWAKAN (Hall, Cafeteria)  
 Kansai University Dai-ichi Senior High School  
 Kansai University Dai-ichi Junior High School  
 SHUREIKAN (Senior/Junior High School Gymnasium)  
 Kindergarten  
 Kansai University Administration Office  
 Kansai University Centenary Memorial Hall (Restaurant)  
 KYOIKU-KAIKAN  
 KYOIKU-KAIKAN-BEKKAN (Kansai University Press)  
 KOYU-FUBO-KAIKAN (Parents' Association, Alumni Association)



**KANSAI UNIVERSITY**