

Checklist

This list sums up necessary procedures in various situations from admission to graduation; we hope it is helpful.

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☐ 7. Register your residence card on the website.	Page 5
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☐ 1. Register your career plan on the website after graduating / completing your degree course. ☐ 2. Contact your housing management company. ☐ 3. Do paperwork at the municipal office. ☐ • Notification of moving out ☐ • Withdrawal from National Health Insurance ☐ • Procedures for National Pension ☐ • Procedures for returning your My Number card ☐ 4. Report your withdrawal from your affiliated organization to the Regional Immigration Bureau. ☐ 5. Apply for the collection of large waste items and home appliances. ☐ 6. Follow the procedures for cancellation/settlement for electricity, gas, water, telephone, and internet. ☐ 7. Close bank account(s). Required documents: Residence card or passport, seal (if any) used when opening account, passbook, and cash card Important! It is forbidden to hand over your bank account to others. Never give your bank account to another person as it may be handed over to criminal organizations and used as an account to manage money earned by criminals.	Page 54 Page 7 Page 9 Page 9 Page 11 Page 18 Page 56 Page 54	
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④ If you continue to stay in Japan for further education or work after graduation/completion of your degree course:		
☐ 1. Register your career plan on the website after graduating / completing your degree course. ☐ 2. In the case of starting work, consult with your employer about three months before graduation or completion of your degree course (starting work) about a residence status change application for working. ☐ 3. Decide where to move. ☐ 4. Apply for the collection of large waste items and home appliances. ☐ 5. Follow the procedures for cancellation/settlement for electricity, gas, water, telephone, and internet. ☐ 6. Submit a notification of moving out at the municipal office of your current residence. ☐ 7. Submit a notification of change of address at the post office. ☐ 8. Submit a notification of moving in at the municipal office of the destination you are moving to. ☐ 9. Report your withdrawal from your affiliated organization to and your transfer to the Regional Immigration Bureau. ☐ 10. Apply for a renewal of your period of stay at the new school. ☐ 11. Contact the alumni association and register your new address.	Page 56 Page 54 Page 7 Page 7 Page 18	
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⑥ If you are taking a leave of absence from / are expelled from / are leaving the university If you are taking a leave of absence from / are expelled from / are leaving the university, you are considered not to be receiving education at an educational institution, you are not allowed to continue staying with the status of residence "Student." You are not allowed to engage in a part-time job either after you have taken a leave of absence from / been expelled from / left the university. It is also against the law to do a part-time job once you are no longer receiving education. Prepare to return home promptly and leave Japan.		
☐	1. Contact your housing management company.	Page 54
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☐	3. Report your withdrawal from your affiliated organization and your transfer to the Regional Immigration Bureau. (Only for those who are expelled from or leaving the university)	Page 18
☐	4. Apply for the collection of large waste items and home appliances.	Page 56
☐	5. Follow the procedures for cancellation/settlement for electricity, gas, water, telephone, and internet.	Page 55
☐	6. Close bank account(s). Required documents: Residence card or passport, seal (if any) used when opening account, passbook, and cash card Important! It is forbidden to hand over your bank account to others. Never give your bank account to another person as it may be handed over to criminal organizations and used as an account to manage money earned by criminals.	
☐	7. Return your residence card to the immigration officer at the airport when you leave Japan.	Page 34

⑦ **When returning/re-entering the university:**

You need to newly acquire the Certificate of Eligibility and apply for a visa.

As it takes one month or two to review Certificate of Eligibility, we recommend you contact the Division of International Affairs ahead of time.

☐ About three months before planned return to the university

☐ 1. Consult the Center for Academic Affairs.

2. Report to the Division of International Affairs.

3. Prepare materials necessary to apply for Certificate of Eligibility.

<Required materials>

☐ Application form for Certificate of Eligibility

☐ Photocopy of passport (the page with your photo and all pages with entry and exit stamps)

☐ One photo (40 mm × 30 mm, taken within two months of application submission date)

Materials proving the ability of the applicant to pay all of his/her expenses

☐ • Bank certificate (to prove the balance exceeding the amount of money for one year of tuition)

☐ • Supporter's certificate of employment

☐ • Supporter's certificate of earnings

☐ • If the supporter is someone other than you, a document that proves the relationship between you and the supporter (such as a census register certificate)

☐ • Application for returning to the university (the one which was submitted to the Center for Academic Affairs and was stamped with the Center's acceptance)

☐ • Certificate of Enrollment

☐ • Official Transcript for the period until you were absent (expelled) from the university

☐ 4. Request an agent for Certificate of Eligibility application

The Division of International Affairs introduces you to a contractor.

Or, you can look for an agency by yourself.

When you receive Certificate of Eligibility:

☐ Apply for a visa at the embassy or consulate of Japan with jurisdiction in your home country.

☐ Arrange an air ticket after a visa is issued.

After entering Japan

☐ The same as entering Kansai University

Academic Calendar

AY2025 Academic Calendar

Undergraduate/graduate schools		Professional graduate schools	
1st	Beginning of academic year (AY), spring term starts	1st	Beginning of academic year (AY), spring term starts
1st	Entrance ceremony (Undergraduate) [Guidance events for first years (until 4th)]	2nd	Entrance ceremony [Guidance events for first years (until 4th)]
2nd	Entrance ceremony (Graduate) [Guidance events for first years (until 4th)]	5th	Spring term courses start
5th	Spring term courses start		
15th	Deadline for master's thesis plan (to graduate in September) (Excluding Graduate School of Science and Engineering)		
29th	Showa Day (class day)	29th	Showa Day (class day)
3rd	Constitution Memorial Day (national holiday)	3rd	Constitution Memorial Day (national holiday)
4th	Green Day (national holiday)	4th	Green Day (national holiday)
5th	Children's Day (national holiday)	5th	Children's Day (national holiday)
6th	Substitute holiday(holiday)	6th	Substitute holiday(holiday)
5th	University Designation Anniversary (class day)	5th	University Designation Anniversary (class day)
		14th	Make-up class for Wednesday (July16th) <Law>
		21st	Make-up class for Thursday (July17th) <Law>
		28th	Make-up class for Friday (July18th) <Law>
15th	Deadline for master's thesis (to graduate in September)	12nd	Make-up class day <Law>
21st	Marine Day (class day)	16th /17th /19th /20th	Bar exam (during enrolled period) <Law>
16th	Fifteenth week of spring term (until 22nd)	21st	Marine Day (class day)
22nd	Spring term courses end	22nd	Spring term courses end
23rd	Spring term exams [Undergraduate] (until 30th)	23rd	Make-up class day (until 30th) <Accountancy >
23rd	Intensive courses / make-up classes [Graduate] (until 30th)	23rd	Spring term exams (until 30th) <Law>
29th	Spring term exams [Graduate]		
31st	Alternative date		
1st	Summer holiday (until September 20th)	Early August: Make-up exams <Law>	
6th	Make-up exams(until 8th)	Early August: Session for receiving corrected exam papers <Law>	
11th	Mountain Day (national holiday)	1st	Summer holiday (until September 20th)
		11th	Mountain Day (national holiday)
Early September: Spring term grade announcements		Early September: Spring term grade announcements	
Middle to late September: Autumn term course registration		Middle to late September: Autumn term course registration	
15th	Respect for the Aged Day (national holiday)	<Accountancy >	
19th	Spring term commencement	Middle to late September:	
	Degree awarding ceremony (September term masters/doctors) [Graduate school]	Enrolled students' course registration <Law>	
19th	Autumn term entrance ceremony (Faculty of Informatics, Graduate School of Informatics, Graduate School of Letters, Graduate School of Science and Engineering, Graduate School of Foreign Language Education and Research, Graduate School of Societal Safety Sciences, Graduate School of East Asian Cultures) [Guidance events for first years]	15th	Respect for the Aged Day (national holiday)
		19th	Degree awarding ceremony (September term Juris Doctors, September term Masters of Accountancy)
		20th	Spring term ends
		21st	Autumn term starts
20th	Spring term ends	21st	Autumn term courses start <Accountancy >
21st	Autumn term starts	22nd	Autumn term courses start <Law>
21st	Autumn term courses start	23rd	Autumnal Equinox Day (class day)
23rd	Autumnal Equinox Day (class day)		

Undergraduate/graduate schools		Professional graduate schools	
13th	Sports Day (class day)	13th	Sports Day (class day)
15th	Deadline for master's thesis plan (to graduate in March) (Excluding Graduate School of Science and Engineering)		
Campus festival planned [Undergraduate] (TBD)		3rd	Culture Day (national holiday)
3rd	Culture Day (national holiday)	4th	Anniversary of University Foundation (holiday)
4th	Anniversary of University Foundation (holiday)	23rd	Labour Thanksgiving Day (national holiday)
23rd	Labour Thanksgiving Day (national holiday)	24th	Substitute holiday(class day)
24th	Substitute holiday(class day)		
24th	Make-up class for Saturday	24th	Make-up class day(until 25th) <Accountancy >
25th	Make-up class for Monday	25th	Make-up class for Monday (January 12th) <Law>
26th	Winter holiday (until January 6)	26th	Winter holiday (until January 6)
1st	New Year's Day (national holiday)	Middle January:Common achievement confirmation test <Law>	
7th	Courses resume	1st	New Year's Day (national holiday)
12th	Coming of Age Day (national holiday)	7th	Courses resume
15th	Deadline for master's thesis plan (to graduate in March) (Excluding Intelligent Informatics at the Graduate School of Informatics, Graduate School of Societal Safety Sciences, Graduate School of Science and Engineering)	12th	Coming of Age Day (national holiday)
10th	Fifteenth week of autumn term (14th to 20th)	17th and 18th:	Entrance examinations given by the National Center for University Entrance Examinations
[17th and 18th: Entrance examinations given by the National Center for University Entrance Examinations]		20th	Autumn term courses end <Law>
20th	Autumn term courses end	21st	Make-up class day <Law>
21st	Make-up class day	21st	Make-up class day (until 23rd,27th) <Accountancy>
22nd	Autumn term exams [Undergraduate] (until 29th) Intensive courses / make-up classes [Graduate] (until 29th)	22nd	Autumn term exams (until 29th) <Law>
28th	Autumn term exams [Graduate]	26th	Autumn term courses end <Accountancy>
30th	Occasional day		
[Entrance examination (1st to 7th) planned]		Middle February: Make-up exams <Law >	
11th	National Foundation Day (national holiday)	Late February:	
12th	Make-up exams (until 14th) [Undergraduate]	Session for receiving corrected exam papers <Law>	
13th	Deadline for master's thesis plan (to graduate in March) (Intelligent Informatics at the Graduate School of Informatics, Graduate School of Societal Safety Sciences, Graduate School of Science and Engineering)	11th	National Foundation Day (national holiday)
17th	Master's thesis oral exams / public hearings [Graduate] (until 19th)		
23rd	Emperor's Birthday (national holiday)	23rd	Emperor's Birthday (national holiday)
24th	Spring holiday (until March 31st)	24th	Spring holiday (until March 31st)
Early March:Announcement of graduation/completion results		Early March:Announcement of professional degree graduates <Law>	
Early March:Enrolled students' grade announcements		Early March:Autumn term grade announcements	
Middle to late March: Enrolled students' course registration		Middle to late March: Enrolled students' course registration <Accountancy>	
19th	Commencement ceremony [Undergraduate]	Middle to late March: Accepting course registrations from students <Law>	
20th	Vernal Equinox Day (national holiday)	20th	Vernal Equinox Day (national holiday)
21st	Degree awarding ceremony (masters/doctors) [Graduate]	21st	Degree awarding ceremony (Juris Doctors, Masters of Accountancy)
31st	End of AY, autumn term ends	31st	End of AY, autumn term ends

International Student Guide 2025

Kansai University

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Introduction

Congratulations on your admission. This International Student Guide 2025 is a booklet which is delivered to international students in order for you to spend your lives as international students in Japan with peace of mind. Each page provides necessary information for various situations from entering to graduation. First of all, please go through all the pages, and then, refer to necessary pages as required in your student life.

* Please note that the contents in this guide are subject to change.

Division of International Affairs

The Division of International Affairs is a support counter where international students can consult us about various problems and questions they face. If you don't know where to consult, feel free to visit the Division of International Affairs.

The Division of International Affairs holds various international exchange events (activities) for international students. Please pay attention to information from the Division of International Affairs and make your university life more comfortable and fulfilling.

Location: 2F, Bldg. 1, Faculty Complex 2, Senriyama Campus

Hours: Monday to Saturday, 9:00 AM to 5:00 PM
(excluding Saturdays during summer vacation, university holidays, etc.)

Major Services:

- Procedures for obtaining/maintaining status of residence
- Procedures concerning financial support such as scholarships for international students
- Procedures concerning student dormitories (Global House, Student House Shurei-ryo, Dormitory Tsukigaoka, Minami-Senri International Plaza International Students Dormitory, Kansai University International Dormitory, and KU I-House), KU Sharehouse, and accommodations outside the university (such as company dormitories)
- Operation of Mi-Room (including conducting sessions)
- Holding of activities, such as international exchange events
- Provision of office hours set aside by the teaching staff of the Division of International Affairs for students
- Support for classes in global subjects
- Procedures concerning study abroad



Division of International Affairs website: <https://www.kansai-u.ac.jp/Kokusai/>

Notifications from Division of International Affairs

The Division of International Affairs provides notifications to international students by sending individual messages through the Information System, emails to registered e-mail address, and using social media such as Facebook and LINE. Important notifications are sent through individual messages on the Information System, for example, messages with regard to procedures for obtaining/maintaining status of residence and scholarships. Please make sure to check all of these contact tools regularly.

Procedures during Your Stay in Japan [Important]

Status of Residence

Status of Residence

One's status of residence is a condition of stay categorized according to the activities that foreign nationals who enter and reside in Japan are allowed to engage in, which are set forth in laws and regulations. Foreign nationals must undergo immigration reviews in which their eligibility for certain categories of status of residence is determined. In principle, foreign nationals residing in Japan shall have a specific status of residence.

Most international students who have enrolled at Kansai University have been granted the status of residence "Student", which is the status of residence for those who engage in activities to receive education at educational institutions such as universities in Japan.

Some types of status of residence prohibit activities related to the management of business involving income or activities for which one receives remuneration, in particular, work activities such as part-time jobs. The status of residence of Student falls into this category. However, if you have obtained Permission to Engage in Activity Other Than That Permitted under the Status of Residence Previously Granted, you may engage in work activities under specified restrictions.

Period of Stay

One's period of stay is an authorized period during which foreign nationals who have been granted a status of residence may reside in Japan. In other words, until the expiration date of the period of stay for your status of residence, you may legally stay in Japan. In cases where a foreign national remains in Japan after the expiration date of his/her period of stay, such a stay constitutes illegal immigration, and in the worst case, he/she may be ordered to be deported from Japan.

The period of stay for the status of residence "Student" is determined taking various factors including the number of years required to complete the relevant course of study, academic performance, and behaviors of the students into consideration. If your academic performance or behavior is poor, the period of stay may be shortened, or an extension of your period of stay may be refused. You should focus on your studies in your student life, and careful consideration should be given to each of your other activities.

Residence Card

Residence cards shall be issued to foreign nationals who are granted permission to stay for a period of more than three months.

On the front of the residence card, the holder's status of residence, the period of stay, the date of expiration for the period of stay, and other information are noted in addition to the holder's name, date of birth, gender, nationality/region, and address. As mentioned above, if foreign nationals remain in Japan after the expiration date of the period of stay, they are considered illegal immigrants.

Therefore, pay special attention to the expiration date of the period of stay.

(Front of residence card)

日本国政府 在留カード 番号 AB12345678CD
 GOVERNMENT OF JAPAN RESIDENCE CARD No.
 氏名 TURNER ELIZABETH
 NAME
 生年月日 1985年12月31日 性別 女 F 国籍・地域 米国
 DATE OF BIRTH Y M D SEX NATIONALITY/REGION
 住居地 東京都千代田区霞が関1丁目1番1号霞が関ハイツ202号
 ADDRESS
 在留資格 留学
 STATUS College Student
 就労制限の有無 就労不可
 在留期間(満了日) 4年3月(2018年10月20日)
 PERIOD OF STAY (DATE OF EXPIRATION) Y M D
 許可の種類 在留期間更新許可(東京入国管理局長) MOJ
 許可年月日 2014年06月10日 交付年月日 2014年06月10日
 このカードは 2018年10月20日まで有効 です。 法務大臣 法務大臣印
 PERIOD OF VALIDITY OF THIS CARD

(Back of residence card)

住居地記載欄		
届出年月日	住居地	記載者印
2014年12月1日	東京都港区港南5丁目5番30号	東京都港区長

資格外活動許可欄 許可: 原則週28時間以内・風俗営業等の従事を除く	在留期間更新等許可申請欄 在留資格変更許可申請中
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* Quoted from the Immigration Bureau's website

The back of the residence card includes a record of address changes in the event you change your place of residence, a section to be stamped when you acquire permission to engage in activities other than those permitted under the status of residence originally granted, and a section to be stamped to indicate that an application for the extension of period of stay is under examination.

It should be noted that foreign nationals for whom residence cards have been issued are legally obliged to carry the cards with them. You could be punished for failure to always carry your residence card.

Procedures Regarding Residence Status from Enrollment to Graduation

Kansai University manages international students' status of residence, registration at university and activities other than those permitted under their residence status, pursuant to Article 19 (17) of the Immigration Control and Refugee Recognition Act and the Notice on Appropriate Acceptance and Registration Management of International Students from the Ministry of Education, Culture, Sports, Science and Technology.

International students must go through the following procedures (1) ~ (4). (The procedures are subject to change. Any change will be notified through personal messages via the information system or orientation meetings.)

(1) Report on residence status (residence card registration)

Please submit the following documents (JPEG or PNG) via the university website (see P6) upon enrolling in university or after completing procedures for residence.

[Upon enrolling in university]

1. Front of residence card
2. Back of residence card
3. Passport * Page with head shot

[After completing procedures for residence]

1. Front of residence card
2. Back of residence card

(2) Report on activities other than those permitted under the residence status (part-time jobs, etc.)

Please submit detailed information regarding part-time jobs, such as the place of work and total working hours per week via the university website (see P6).

You must submit a report via the university website (see P6) whenever you start a part-time job or when there is a change in your part-time job information.

(3) Registration report (attendance report)

The Ministry of Education, Culture, Sports, Science and Technology requires Japanese universities to confirm the class attendance of international students living in Japan under the residence status of

“College Student”, and if any of them has been absent or has not been in contact with the university for a long period, submit a report on them as a missing resident.

Excluding the extended holiday periods (Aug., Sep., Feb. and March), your registration needs to be confirmed during the period from the 1st to 10th of each month. Be sure to contact us through “Registration Management of International Students” in KU-LMS.

(4) Report on academic or career paths

International students who are expected to graduate or complete their course in the near future are able to submit a report on their future academic or career paths via the university website. Please report your future plans (employment, continued study, return home, etc.) as well as your address after graduation or course completion, including supporting documents.

Website URL for document submission: <https://dia.jm.kansai-u.ac.jp/rgstr/>

* User ID and password issued by the IT Center are required.

* Can also be accessed from the Division of International Affairs website.



Notifications related to your place of residence

Upon entry into the country

Foreign nationals must establish a place of residence within 90 days of their entry into Japan and notify the municipal office of their address within 14 days of deciding on a place to settle down (excluding those granted permission to stay for three months or less and those granted Temporary Visitor status).

Required documents: Transference notification (available at municipal offices)

Residence card, or passport with a written statement that a residence card is to be issued later

Required documents: Transference notification (available at municipal offices)

Residence card, or passport with a written statement that a residence card is to be issued later

Upon moving out of the municipality (including the case of returning to your country after graduation, or for any other reason)

Please submit a moving-out notification to the municipal office of the municipality of your residence. In case you move to another municipality in Japan, we recommend that you obtain a certificate of moving out at the same time.

Upon changing addresses

When foreign nationals move and change their place of residence, they must submit a notification to the municipal office for their new address within 14 days of moving into the new residence. The procedures vary depending on whether you move within the same municipality or out of the municipality.

The required documents for notification are as follows:

(1) Relocation within the same municipality

- Required documents:
- Notification of Change of Address (available at municipal offices)
 - Residence card

(2) Relocation to another municipality

- Required documents:
- Transference notification (available at the municipal office of the municipality you move in)
 - Certificate of Moving-out
 - Residence card

National Health Insurance

The National Health Insurance system allows insured persons to access medical treatment by paying a portion of any medical fees (co-payment) in case they should get sick or injured while they reside in Japan. Foreign nationals who are granted permission to stay for a period of more than three months are obliged to enroll in the National Health Insurance system. After enrollment procedures are completed, a “National Health Insurance Card” (hereinafter referred to as an “Insurance Card”) shall be issued. By presenting your Insurance Card at the reception counter at a medical institution, you are eligible to receive medical treatment with 30 percent of the total medical costs as your patient copayment. Please be sure to carry your Insurance Card as well as your residence card with you at all times.

How to enroll in National Health Insurance

Go through the procedures for enrolling in the National Health Insurance system at the city office that is located in the municipality where you live. The required documents for enrollment are as follows:

- Residence Card (with a registered address)
- Passport

* Additional documents may be required.

Insurance Premiums

It is absolutely required to pay your insurance premiums. Using the bill that is delivered to your residence, please pay your premium at a convenience store, bank or post office. The premium is determined from your income for the previous year. For more details, please ask the city office of your municipality.

Procedures when relocating

(1) Relocation within the same municipality

After you notify the municipal office that is located in the municipality where you live of your change of address, a new Insurance Card shall be sent to you. Please return your old Insurance Card to the municipal office immediately after receiving the new Insurance Card.

(2) Relocation to another municipality

When you provide notification of your scheduled date for moving out at the counter dealing with insurance at the municipal office to which you are submitting notification of relocation, an expiry date shall be stamped on the back of your Insurance Card. A new Insurance Card shall be delivered to the address to which you are to move. Please return your old Insurance Card to the local municipal office immediately after receiving the new card.

Withdrawal procedures

Please complete withdrawal procedures at the municipal office before you return to your home country due to graduation or employment there. You can use your Insurance Card until the date of departure, because the expiration date is set for the date of departure during the withdrawal procedure. (You may be required to return your Insurance Card in some municipalities.) You also need to settle any premium payments. The required documents for withdrawal are as follows:

- Residence Card
- Passport
- Insurance Card

* Additional documents may be required.

National Pension

The National Pension system is a public pension system that all registered residents in Japan who are aged between 20 and 59 have to participate in, and from which they will be able to receive their pensions in the future. Upon providing the notification of a place of residence, it is compulsory to join the National Pension system.

Special Payment System for Students

The Special Payment System for Students allows students who have enrolled in Japanese universities to postpone the payment of their contributions. Carry out the necessary procedures at the municipal office.

The required documents for applying are as follows:

- Residence Card (with a registered address)
- Passport
- Student identification (ID) card or certificate of registration

* Additional documents may be required.

Cases where foreign nationals go back to their home countries due to graduation or employment there after having made contributions

Foreign nationals leaving Japan who have made contributions to the National Pension system for six months or longer may be eligible to claim Lump-sum Withdrawal Payments, which are calculated depending on the number of months they have contributed, within two years after leaving Japan.

Please contact your local municipal office for further details.

My Number System

About the My Number System

The My Number System is a 12 digit number that is given to all residents of Japan and it is used for insurance, tax etc. The My Number System is a fundamental system that increases transparency and convenience for a fair and open society.

Foreigners with medium to long residential status will also be supplied with a My Number.

My Number Notification

A short while after registering as a resident, a Personal Number (My Number) notification document will be delivered to your registered address via registered mail. Since the registration for the Personal number (My Number) is completed once you register as a resident, there are no extra procedures necessary.

There is no expiration date for the notification document. Please keep it in a safe place and do not throw it away. For people who were given a Personal number (My Number) on May 24, 2022 or earlier, notification cards have already been sent.

Although Personal number (My Number) notification documents and cards contain your Personal number (My Number), name, birthday, etc., there is no photograph and therefore it cannot be used as ID.

*The issuance of notification cards was abolished on May 25, 2020.

About the Personal Number Card (My Number Card)

The My Number Card is a plastic card with a facial picture that can be received if you apply (the application is optional).

Along with using the My Number Card as an ID, the IC chip located on the card can also be used to access various governmental services (vary by municipality).

Please be warned that after getting a My Number Card, you must continue to keep your Resident Card on your person at all times.

Where to use My Number

As a student, your My Number can be used in the following situations:

- (1) When moving
- (2) Doing a part-time job
- (3) Using the bank or post office
- (4) For insurance forms

(5) For tax forms

There are other instances where your My Number can be used so take care to maintain your notification card and personal number card.

The Personal number (My Number) notification document cannot be used as proof of your Personal number (My Number) or as ID. When you need a document to prove your Personal number (My Number), you must show your Personal number (My Number) Card, a copy of your Residence Certificate or a Certificate of Items Stated in Resident Register.

Points of caution relating to My Number

- (1) In the event that the information listed on your notification card and personal number card change, please notify the city office. (There is no need to register the Personal number (My Number) notification document.)
- (2) My Number is extremely important personal information. In the event that the information leaks to another party, there may be illicit use of your number. Please be cautious of unknown calls and also be cautious of people asking to see your My Number card.
- (3) Taking or utilizing another person's My Number is punishable by law, even between friends, so be cautious about exchange of this information.

Procedure upon Return to your Home Country

When your registration as a resident in Japan comes to an end, it is necessary to return your notification card and personal number card to the city office. (There is no need to return the Personal number (My Number) notification document.) The card will be stamped with a seal that indicates its expiry but, even after returning to your country, you may need to use the information on the card to clarify certain information (tax etc.) so please take care of the card.

Information about My Number

- About the Personal number (My Number) system
0120-0178-26 (toll-free number)
Languages: English, Chinese, Korean, Spanish, Portuguese, Vietnamese, Thai, Indonesian, Tagalog, Nepali
Weekdays: 9:30am ~ 8:00pm
Sat., Sun. and National holidays: 9:30am ~ 5:30pm (excl. year-end / New Year Holidays)
- About the Personal number (My Number) Card, Personal number (My Number) notification document and notification card
Suspension of use of the Personal number (My Number) Card due to loss or theft:

0120-0178-27 (toll-free number)

Languages: English, Chinese, Korean, Spanish, Portuguese (available 24hrs/day)

Thai, Nepali, Indonesian (9:00am ~ 6:00pm)

Vietnamese, Tagalog (10:00am ~ 7:00pm)

*Japanese toll-free number: 0120-95-0178

- More information about My Number here

Digital Agency URL: <https://www.digital.go.jp/policies/mynumber/>

J-LIS URL: <https://www.kojinbango-card.go.jp>

Personal number (My Number) notification document

令和 2年 6月 15日 発行
[3] 第 1 号

個人番号通知書

個人番号 0123 4567 8901

氏 名 番号 花子

生年月日 令和 2年 6月 1日

○ 本通知書はあなたの個人番号(マイナンバー)をお知らせするためのものです。

○ 本通知書は「マイナンバーを証明する書類」や「身分証明書」としては利用できません。「マイナンバーを証明する書類」が必要なお客さまは、マイナンバーカードをご提出いただくか、マイナンバー入りの住民票の写しまたは住民票記載事項証明書をご提出ください。

○ 本通知書の再発行は行いません。

マイナンバーカードの申請について

○ マイナンバーカードの申請にはスマートフォンやタブレットによるオンライン申請が最も簡単で、顔写真データを準備のうえ、右記のQRコードを読み取ってください。

○ 郵送によるマイナンバーカードの申請する場合には、同梱の封筒と封入書をご用意ください。その他の申請方法については同梱のパンフレットをご確認ください。

※ なお、マイナンバーカードを申請した場合、申請状況の問い合わせに必要なあなたの申請書IDは【1234-5678-9012-3456-7890-123】です。

○ マイナンバーカードの受け取りには本人確認が必要ですが、申請時に本人確認を行う場合には、本通知書を提示することで、手続きが簡素化できる場合があります。マイナンバーカードの申請に関する詳細については、同梱のパンフレットまたはマイナンバーカード総合サイト (<https://www.kojinbango-card.go.jp/>) をご覧ください。

お問い合わせ先: 0120-06-0178
(マイナンバー総合フリーダイヤル)
平日 08時30分～20時30分
土日 09時30分～17時30分
(※ 年末年始を除く)

マイナンバーカード
申請コード

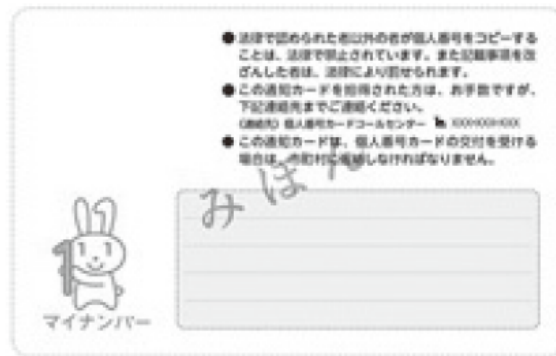
202004241 110000 0000002 00000014 2/3

Notification Card

(Front of card)



(Back of card)



Personal Number Card (My Number Card)

(Front of card)



(Back of card)



Access to the closest City Office to each Campus

[Senriyama Campus,Suita Mirai Campus]

Suita City Office – Main Office

Location: 1-3-40 Izumicho, Suita City, Osaka

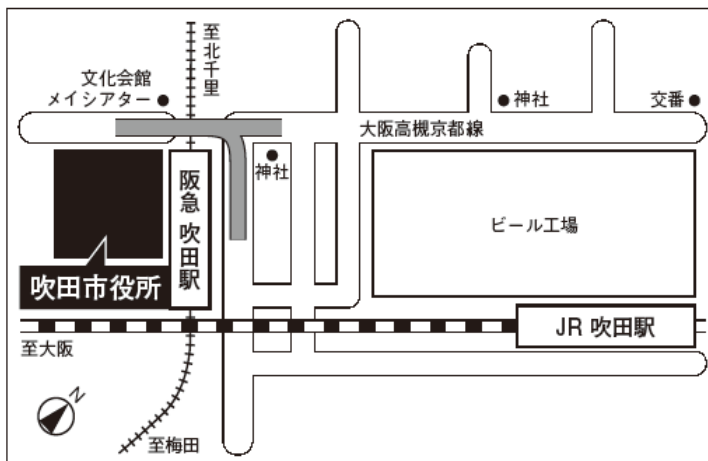
Phone: 06-6384-1231 (Front Desk)

Hours: 9:00 AM to 5:30 PM

*From 12:00 PM to 12:45 PM is lunchtime but, certain departments maintain operations during this time. Please ask the respective staff for more information.

Closed: Saturdays, Sundays, Holidays, End of Year Period (December 29 to January 3)

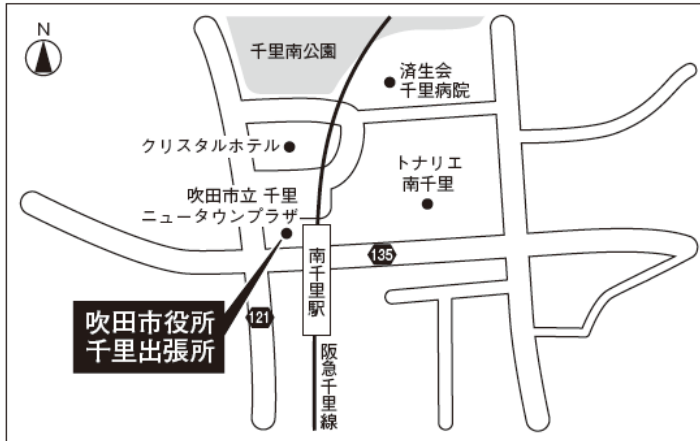
*There are some service counters that also accept inquiries on weekends. However, the available services are limited. Contact the office directly for details.



文化会館 メイシアター	Suita City Cultural Hall May Theater
吹田市役所	Suita City Hall
至大阪	To Osaka
至北千里	To Kita-senri
阪急 吹田駅	Hankyu Suita Station
至梅田	To Umeda
神社	Shrine
大阪高槻京都線	Osaka Takatsuki Kyoto Line
神社	Shrine
交番	Koban (Police box)
ビール工場	Brewery
JR 吹田駅	JR Suita Station

Senri Branch Office

Location: Senri New Town Plaza 1F, 1-2-1 Tsukumodai, Suita City, Osaka
 Phone: 06-6871-0227
 Hours: 9:00 AM to 5:30 PM
 Closed: Saturdays, Sundays, Holidays, End of Year Period (December 29 to January 3)

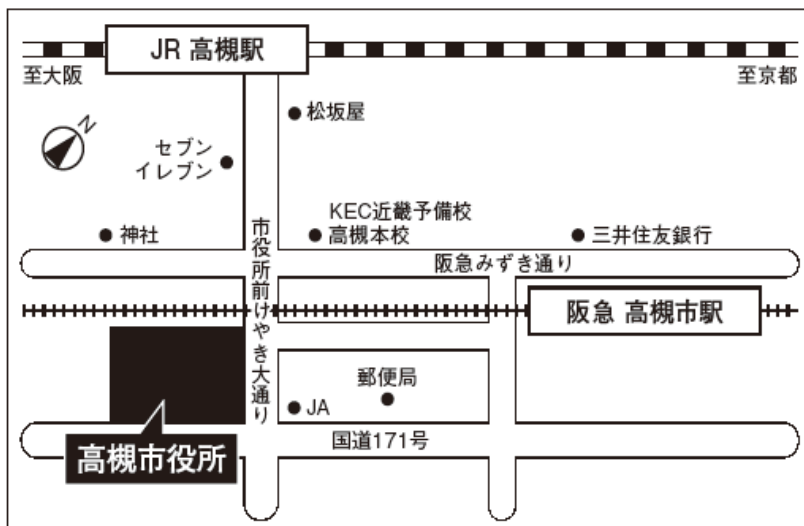


吹田市役所	Suita City Hall
千里出張所	Senri Branch Office
千里南公園	Senriminami Park
クリスタルホテル	Crystal Hotel
吹田市立 千里ニュータウンプラザ	Suita City Senri New Town Plaza
南千里駅	Minami-senri Station
阪急千里線	Hankyu Senri Line
済生会千里病院	Saiseikai Senri Hospital
トナリエ南千里	Tonarie Minami Senri

[Takatsuki Campus, Takatsuki Muse Campus]

Takatsuki City Office – Main Building, Comprehensive Center

Location: 2-1 Toencho, Takatsuki City, Osaka
 Phone: 072-674-7111
 Hours: 8:45 AM to 5:15 PM
 Closed: Saturdays, Sundays, Holidays, End of Year Period (December 29 to January 3)
 Nighttime Reception Hours: B1F Guard Room (Phone: 072-674-7000)



至大阪	To Osaka
JR 高槻駅	JR Takatsuki Station
松坂屋	Matsuzakaya
至京都	To Kyoto
セブンイレブン	7-Eleven
神社	Shrine
KEC 近畿予備校	KEC Kinki Preparatory School
高槻本校	Takatsuki Main Campus
三井住友銀行	Sumitomo Mitsui Banking Corporation
市役所前けやき大通り	Shiyakusho-mae Keyaki Boulevard
阪急みずき通り	Hankyu Mizuki street
阪急 高槻市駅	Hankyu Takatsuki-shi Station
郵便局	Post Office
高槻市役所	Takatsuki City Hall
国道 171 号	National Route 171

[Sakai Campus]

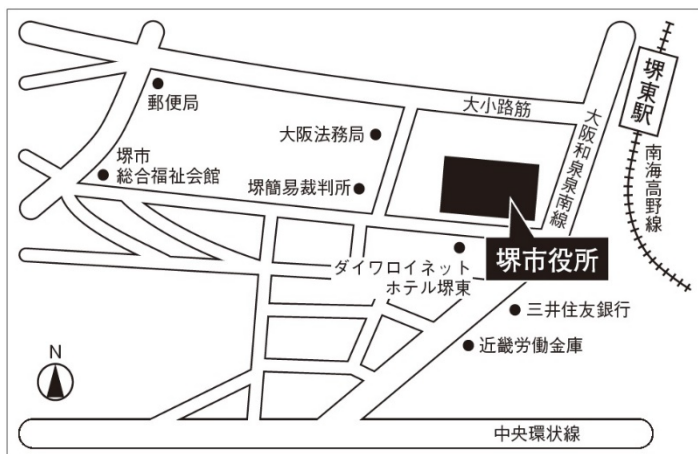
Sakai City Office – Main Building, High Rise Building

Location: 3-1 Minami-kawaramachi, Sakai City, Osaka

Phone: 072-233-1101 (Front Desk)

Hours: 9:00 AM to 5:30 PM

Closed: Saturdays, Sundays, Holidays, End of Year Period (December 29 to January 3)



郵便局	Post Office
堺市 総合福祉会館	Sakai City (Sakai City General Welfare Hall)
大阪法務局	Osaka Legal Affairs Bureau
堺簡易裁判所	Sakai Summary Court
大小路筋	Oshojisuji
ダイワロイネット ホテル堺東	Daiwa Roynet Hotel Sakai Higashi
大阪和泉泉南線	Osaka Izumi Sennan Line
堺市役所	Sakai City Hall
三井住友銀行	Sumitomo Mitsui Banking Corporation
近畿労働金庫	Kinki Labour Bank
中央環状線	Central Loop Line
堺東駅	Sakai Higashi Station
南海高野線	Nankai Koya Line

Procedures for residence

Procedures related to one's status of residence including applications for a change in status of residence, extension of period of stay, and permission for reentry can be carried out at the competent Regional Immigration Bureau, District Immigration Office, or Immigration Branch Office. As the procedures for residence are legally necessary for international students to stay in Japan, make every effort to meet the application deadlines and do not forget the procedures.

After completing the procedures for residence, please report your status of residence etc to the university.
(See Page 5-6)

If you have a My Number Card, you can apply for procedures related to your status of residence online.

Access the Immigration Services Bureau website for details

(<https://www.moj.go.jp/isa/applications/online/onlineshinsei.html>) .

Notification regarding Accepting Organization

When an accepting organization (University, Japanese language school, etc.) to which an international student belongs changes its name and/or location, or ceases to exist, or an international student leaves or transfers from the accepting organization, he/she must notify the Regional Immigration Bureau to that effect within 14 days after such date.

- When “leaving” an accepting organization, for example, graduating, being expelled, withdrawing, etc.

(1) Required documents:

- i Notification form: Reference Form 1/2 (leaving)

*The notification form can be obtained from the Regional Immigration Bureau or can be downloaded from the website of the Ministry of Justice.

- ii Residence card

- When transferring from one organization to another, when graduating from an accepting organization (university, Japanese language school, etc.) and entering a university or graduate school.

* You must notify the Regional Immigration Bureau even when you proceed to the undergraduate schools or graduate schools of Kansai University from Japanese Language and Culture Program Preparatory Course(Bekka), or from an undergraduate course to graduate course of Kansai University.

(1) Required documents:

- i Notification form: Reference Form 1/3 (leaving) or Reference Form 1/6 (Multiple Notifications: “Leaving” and “Transferring”)

*The notification form can be obtained from the Regional Immigration Bureau or can be downloaded from the website of the Ministry of Justice.

*When providing notice of both leaving and transferring from an accepting organization at the same time, Reference Form 1/6 allows you to provide notice of these two actions with a single form.

- ii Residence card

- How to notify

Please submit notification in one of the following ways.

- Visit the nearest Regional Immigration Bureau and submit the report.
- Send the notification to the following address.

(Mailing address):

Notification Section, Immigration Control and Examination Division, Tokyo Regional Immigration Bureau

14F YOTSUYA TOWER, 1-6-1 Yotsuya, Shinjuku-ku, Tokyo, 160-0004, Japan

- Submit the notification through the Immigration Bureau’s electronic notification system

(For details, please check the Immigration Bureau’s electronic notification system website.)

Extension of period of stay

When foreign nationals desire to stay in Japan beyond their period of stay, they must receive an extension of their period of stay.

Staying in Japan beyond the expiration date for the period of stay without acquiring an extension of period of stay constitutes a crime and may result in the imposition of criminal penalties or compulsory deportation. Foreign nationals can apply for an extension of their period of staying up to three months before the expiration date for the period of stay. Therefore, make preparations as early as possible so as to prevent your stay in Japan from becoming illegal.

Also, even if foreign nationals receive an extension of their period of stay, any permission granted to them to engage in activities other than those permitted under their original status of residence is not automatically renewed. Therefore, foreign nationals who need to receive such permission must file an application for it simultaneously with the application for the extension of period of stay.

(1) Required documents (if status of residence is Student)

- i List of documents to be submitted

* The application form can be obtained from the Regional Immigration Bureau or can be downloaded from the website of the Ministry of Justice.

- ii Application for Change of Status of Residence (for applicant)
 - * The application form can be obtained from the Regional Immigration Bureau or can be downloaded from the website of the Ministry of Justice.
- iii Application for Change of Status of Residence (for organization or other entity that the applicant belongs to)
 - * Ask the Division of International Affairs to prepare the documents. Issuance of the application form on the same day is not available.
- iv Identification photo (4 cm high × 3 cm wide) * A photo taken within the last three months
- v School identification
- vi Transcripts (for undergraduate and graduate students) and certificate of research contents (for international researchers)
- vii Copy of the insured's National Health Insurance certificate
- viii Application for Permission to Engage in Activity Other Than That Permitted under the Status of Residence Previously Granted (if you desire to receive such permission)
- ix A copy of a document proving that you have been granted a scholarship
 - *If you are already receiving scholarship payments, please submit proof. If you are submitting for the first time, please submit the notification of the granting of the scholarship, if you have submitted previously, please submit a document proving that you have been receiving the scholarship payments.
- x Passport
- xi Residence card
 - * The Regional Immigration Bureau may ask you for additional documents.

(2) Application review period

The standard review period shall be two weeks to a month. However, depending on the contents to be reviewed, it may take longer than a month.

Therefore, it is recommended that you apply as early as possible.

(3) Results of application review

A notification letter about the review results will be sent to your home address.

Be sure to bring the following documents and receive a new residence card at the Immigration Bureau, District Immigration Office, or Immigration Branch Office where you applied, by the date mentioned in the notification letter.

- i Passport
- ii Residence card

- iii Certificate for Payment of Fee
- iv Revenue stamps worth 6,000 yen (affix them to the Certificate for Payment of Fee)
- v Application acceptance slip
- vi Notification letter

(4) In the event of refusal of your application

If your application for change of status of residence is refused, immediately notify the Division of International Affairs

Change of status of residence

Change of status of residence refers to a change in residence status granted when a foreign national with a certain status of residence applies for permission to change his/her original status of residence to another in order to carry out activities that require a different kind of residence status.

When receiving education from Kansai University, in principle, you are to stay in Japan with the status of Student. In addition, anyone with the status of Spouse or Child of Japanese National, Spouse or Child of Permanent Resident, Long-Term Resident, Permanent Resident, or Dependent is also eligible to receive education from Kansai University.

● If changing your status of residence to Student

(1) Required documents

- i List of documents to be submitted
 - * The application form can be obtained from the Regional Immigration Bureau or can be downloaded from the website of the Ministry of Justice.
- ii Application for Change of Status of Residence (for applicant)
 - * The application form can be obtained from the Regional Immigration Bureau or can be downloaded from the website of the Ministry of Justice.
- iii Application for Change of Status of Residence (for organization or other entity that the applicant belongs to)
 - * Ask the Division of International Affairs to prepare the document. Issuance of the application form on the same day is not available.
- iv Identification photo (4 cm high × 3 cm wide) * A photo taken within the last three months
- v School identification (If applying before entering the university, you need the university permission form)
- vi Copy of the insured's National Health Insurance certificate

- vii Application for Permission to Engage in Activity Other Than That Permitted under the Status of Residence Previously Granted (Only if you wish to have this permission)
- viii A copy of a document proving that you have been granted a scholarship

*When you receive the scholarship, please submit the notification of the granting of the scholarship.

- ix Passport
- x Residence card

* The Regional Immigration Bureau may ask you for additional documents.

(2) Application review period

The standard review period shall be two weeks to a month. However, depending on the contents to be reviewed, it may take longer than a month.

Therefore, it is recommended that you apply as early as possible.

(3) Results of application review

A notification letter about the review results will be sent to your home address.

Be sure to bring the following documents and receive a new residence card at the Regional Immigration Bureau, District Immigration Office, or Immigration Branch Office where you applied, by the date mentioned in the notification letter.

- i Passport
- ii Residence Card
- iii Certificate for Payment of Fee
- iv Revenue stamps worth 6,000 yen (affix them to the Certificate for Payment of Fee)
- v Application acceptance slip
- vi Notification letter

(4) In the event of refusal of your application

If your application for change of status of residence is refused, immediately notify the Division of International Affairs.

● If continuing job-seeking activities in Japan after graduation

If a student seeks work while studying, but fails to find employment by the date of graduation or course completion, she/he may continue job-seeking activities in Japan after her/his graduation or course completion by applying for a change in status of residence to that of Designated Activities(Continuing Job-seeking Activities). The period of stay granted for the status of residence of Designated

Activities(Continuing Job-seeking Activities) is six months, or a maximum of one year, because one may extend the period of stay only once, during which she/he can continue job-seeking activities.

As changing status of residence is necessary at the time of graduation, even if the period of stay granted for the status of residence of Student has time remaining at that time, carry out the procedures before you graduate or complete the course.

In addition, regarding the issuance of a letter of recommendation from the university, attend a briefing held by the Career Center and apply for a recommendation letter at the Career Center located on each campus at least one month before graduation or the completion of your course. Devote yourself to job-seeking activities during the period.

(1) Required documents

i Application for Change of Status of Residence

* The application form can be obtained from the Regional Immigration Bureau or downloaded from the website of the Ministry of Justice.

ii Identification photo (4 cm high × 3 cm wide) * Taken within the last 6 months

iii Letter of recommendation from university

* Make sure to inquire with the Career Center for further details. There is a certain set of requirements for issuing the letter of recommendation.

iv Documents proving methods of support to defray all expenses during job-seeking activities

* Supporter's certificate of employment, certificate of earnings, and bank certificate, proof of remittance from parents, scholarship certificate, part-time job payment slip, etc.

v Diploma

vi Materials clarifying your continuing job-seeking activities

(For graduate school students, a Statement of Reasons created by a teacher is accepted.)

vii Passport

viii Residence card

* The Regional Immigration Bureau may ask you for additional documents.

(2) Application review period

The standard review period shall be two weeks to a month. However, depending on the contents to be reviewed, it may take longer than a month.

Therefore, it is recommended that you apply as early as possible.

(3) Results of application review

A notification letter about the review results will be sent to your home address.

Be sure to bring the following documents and receive a new residence card at the Regional Immigration Bureau, District Immigration Office, or Immigration Branch Office where you applied, by the date mentioned in the notification letter.

- i Passport
- ii Residence card
- iii Certificate for Payment of Fee
- iv Revenue stamps worth 6,000 yen (affix them to the Certificate for Payment of Fee)
- v Application acceptance slip
- vi Notification letter

(4) In the event of refusal of your application

If your application for change of status of residence is refused, immediately notify the Career Center Office.

Permission to Engage in Activity Other Than That Permitted under the Status of Residence Previously Granted

The status of residence of Student must be acquired for the purpose of engaging in learning and research activities, and in principle, international students are not allowed to engage in activities for which they receive remuneration or work related to the management of a business involving income. However, international students who have acquired permission to engage in activities other than those permitted under their status of residence in advance are allowed to engage in the work and activities mentioned above.

In cases where international students engage in work including part-time jobs without acquiring such permission or in cases where international students engage in work including part-time jobs exceeding the scope of their permission, this constitutes a violation of the law, and such international students are likely to become unable to receive an extension of period of stay and to suffer disadvantages such as compulsory deportation.

International students can apply for such permission at any time, but it is necessary to acquire permission before engaging in work including part-time jobs.

* It is not necessary to receive such permission in some cases, in the event that international students engage in some activities in which, based on contracts with Kansai University, they assist in education or research while receiving remuneration, such as serving as teaching assistants (TAs). Contact the Division of International Affairs for further information.

(1) Required documents

- i Application for Permission to Engage in Activity Other Than That Permitted under the Status of Residence Previously Granted

* The application form can be obtained from the Regional Immigration Bureau or can be downloaded from the website of the Ministry of Justice.

- ii Passport

- iii Residence card

(2) Application review period

The standard review period shall be two weeks to two months. Applicants who are to engage in work including part-time jobs must file applications as early as possible.

(3) Results of application review

Bring your passport and residence card to the Immigration Bureau, District Immigration Office, or Immigration Branch Office where you applied by the date designated when you applied. In addition, no fees need to be paid.

(4) Points to note

- When international students receive permission to engage in activities other than those permitted under their status of residence, they can engage in part-time jobs for up to 28 hours a week. However, they can engage in part-time jobs for up to eight hours a day (up to 40 hours a week) during the vacations that Kansai University specifies in its university regulations.
See academic calendar year for information on vacations.
- The limitation to 28 hours for part-time jobs must be satisfied regardless of which day the hour count starts.
- There are some part-time jobs that international students are not allowed to engage in under the Permission to Engage in Activity Other Than That Permitted under the Status of Residence Previously Granted. For example, they are not allowed to engage in part-time jobs in the entertainment and amusement businesses, or at establishments engaged in entertainment and amusement related businesses. International students are not allowed to engage in cleaning or dishwashing at such establishments because such establishments themselves are places inappropriate for them.

- Even if international students receive an extension of period of stay, permission to engage in activity other than that permitted under their original status of residence is not automatically renewed. International students who plan to continue to engage in part-time jobs after an extension of period of stay must file applications for such permission along with the applications for extension of period of stay.
- Applicants may be required to submit copies of pay statements from their part-time jobs in some cases when filing applications for extension of period of stay, so retain such statements.

In order to avoid any disadvantage in procedures for obtaining/maintaining status of residence

The status of residence of “Student” is the status of residence for the purpose of receiving education at a university or other educational institutions. Therefore, if your activities are deemed to be inappropriate as a student, you may be subject to the revocation of your status of residence, or an extension of your period of stay may not be permitted. In order to prevent such a situation in which you are unable to continue your studies in Japan due to the revocation of your status of residence, please pay careful attention to the following matters.

(1) Don't do too much part-time work (See Page 24)

If you work long hours in part-time work (or your income from part-time work is unreasonably high), you are deemed not to be devoted to your studies and your status of residence may be revoked, or an extension of your period of stay may not be permitted. After acquiring permission to engage in an activity other than that permitted under your status of residence, do your part-time work while observing the predetermined conditions (such as limited work hours).

(2) Attend classes and obtain credits

If you do not obtain credits corresponding to the period of enrollment at the university, you are deemed not to be devoted to your studies, and an extension of your period of stay may not be permitted.

(3) Avoid involvement in crime

It goes without saying that you may be punished and ordered to leave the country if you commit a crime, but it could also happen even if you are unknowingly involved in a crime.

(Examples)

- Transferring your unused bank account
→ There is a possibility that it will be used for wire fraud.
- Receiving a package from a stranger at home and forwarding it to a specified address
→ There is a possibility that it may be part of the illegal drug trade, etc.

If you undertake any part-time work without paying attention just because it is highly paid, it becomes something irreversible. Please be careful.

(4) Do not submit any falsified documents to the Regional Immigration Bureau.

If you submit falsified documents in the procedures for obtaining/maintaining status of residence, your application will not be accepted. Please submit genuine documents without concealing any information even if the information is disadvantageous for you such as poor academic performance.

Re-entry Procedures

Special re-entry permission (cases where the period of stay in foreign countries is one year or less)

In cases where you temporarily leave Japan (for one year or less), make sure to acquire special re-entry permission. You can acquire such special re-entry permission by checking “I am leaving Japan temporarily and will return.” on the Embarkation Card for Reentrant (ED Card for Special Re-entry Permit), and by presenting this Card to an inspector at a departure inspection counter in the airport when departing from Japan.

If you depart from Japan without receiving the special re-entry permission, you will lose your status of residence and will become unable to re-enter Japan.

The period of validity for special re-entry permits is one year from the date of departure from Japan. Therefore, unless you return to Japan within one year, you will become unable to re-enter Japan. Also, in cases where the expiration date for your period of stay is within one year from the date of departure from Japan, the period of validity for special re-entry permits shall be until the expiration date for your period of stay. Acquire an extension of your period of stay before departing from Japan if the expiration date for your period of stay is coming close.

(1) Required documents

- ED Card for Special Re-entry Permit
- Residence card
- Passport

(2) Fees: None

Re-entry permission (cases where the period of stay in foreign countries is more than one year)

Acquire re-entry permission at the Immigration Bureau in advance in cases where you are to leave Japan for more than one year.

Note that there are two kinds of re-entry permits: single re-entry permits and multiple re-entry permits. The former permit the holder to depart from and re-enter Japan only once, while the latter permit the

holder to depart from and reenter Japan as many times as the holder likes until its expiration.

(1) Required documents

- Application for Re-entry Permission

* The application form can be obtained from the Regional Immigration Bureau or can be downloaded from the website of the Ministry of Justice.

- Residence card
- Passport

(2) Single re-entry: Counter: 4,000 yen, Online: 3,500 yen

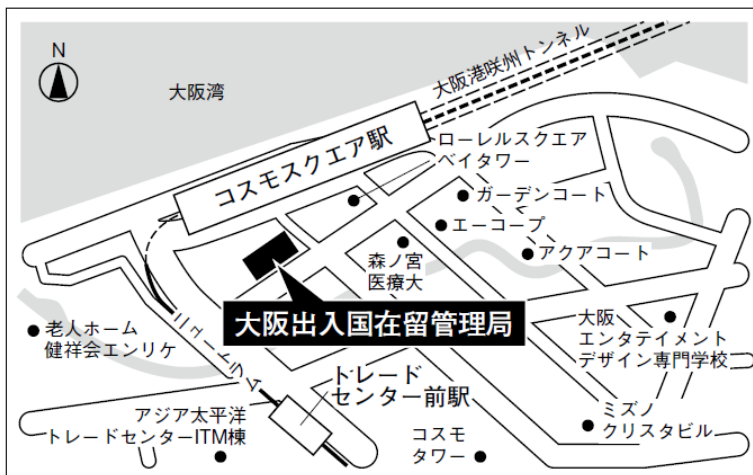
Multiple re-entry: Counter: 7,000 yen, Online: 6,500 yen

Access to the Regional Immigration Bureau

Procedures related to one's status of residence can be carried out at the competent Regional Immigration Bureau, District Immigration Office, or Immigration Branch Office.

Osaka Regional Immigration Bureau

Area of jurisdiction	Osaka, Hyogo, Kyoto, Shiga, Nara, and Wakayama Prefectures
Location	1-29-53 Nanko Kita, Suminoe-ku, Osaka City, Osaka 559-0034 * One minute's walk from Cosmosquare Station on the Osaka Metro's Chuo Line
Tel	0570-064259(From an IP phone or overseas:06-4703-2050)
Office hours	9:00 AM to 4:00 PM (Except Saturdays, Sundays, and national holidays)



大阪湾	Osaka Bay
コスモスクエア駅	Cosmosquare Station
大阪港咲洲トンネル	Osaka Port Sakishima Tunnel
老人ホーム健祥会エンリケ	Special Elderly Nursing Home Kensyokai Enrique
アジア太平洋トレードセンターITM棟	ITM Building, Asia and Pacific Trade Center
ニュートラム	New Tram
大阪出入国在留管理局	Osaka Regional Immigration Bureau
森ノ宮医療大	Morinomiya University of Medical Sciences
トレードセンター前駅	Trade Center-mae Station
コスモタワー	Cosmo tower
ローレルスクエアベイタワー	Laurel Square Osaka Bay Tower
ガーデンコート	Garden Court
エーコープ	A-COOP

アクアコート	Aqua Court
大阪エンタテインメントデザイン専門学校	Osaka Academy of Entertainment Design
ミズノクリスタビル	Mizuno Crystal Building

Kyoto Branch Office

Area of jurisdiction	Kyoto and Shiga Prefectures
Location	Kyoto Second Local Joint Government Bldg., 34-12 Higashi Maruta-cho, Maruta-cho-Kawabata-Higashi-iru, Sakyo-ku, Kyoto City, Kyoto, 606-8395 * About one minute's walk from Jingu Marutamachi Station on the Keihan Electric Railways' Oto Line
Tel	075-752-5997
Office hours	9:00 AM to 12:00 PM and 1:00 PM to 4:00 PM (except for Saturdays, Sundays, and national holidays)

Kobe District Immigration Office

Area of jurisdiction	Hyogo Prefecture
Location	Kobe Local Joint Government Bldg., 29 Kaigan-dori, Chuo-ku, Kobe City, Hyogo, 650-0024 * About ten minutes' walk from Sannomiya Station on the JR Kobe Line
Tel	078-391-6378
Office hours	9:00 AM to 4:00 PM (except for Saturdays, Sundays, and national holidays)

Q & A Regarding Status of Residence

- **Extension of period of stay and change of status of residence**

Q: I received a Notification Requiring Submission of Materials from the Regional Immigration Bureau. What should I do?

A: Make sure to consult with the Division of International Affairs as soon as possible. Your application may be refused if you fail to submit the documents that the Regional Immigration Bureau requires by the deadline described in the notification.

Therefore, make every effort to be on time for the deadline.

Q: Is there a limit to the issuance dates of documents to be submitted to the Regional Immigration Bureau?

A: With regard to documents issued in Japan, submit those that were issued within the last three months. However, in regard to your university ID, please use the most recent version.

Q: I feel anxious about the extension of my period of stay. Who can I meet with?

A: The Division of International Affairs will provide consultation services regarding applications to the Regional Immigration Bureau at any time. Therefore, if you feel anxious, consult with the Division of International Affairs as soon as possible.

Q: I haven't yet received the results of the review for the extension of my period of stay from the Regional Immigration Bureau, though the expiration date of my period of stay has arrived. Will my stay in Japan become illegal?

A: If you have already applied for an extension of period of stay or change of status of residence by the expiration date of your period of stay, you can legally stay in Japan until either: (i) the date of the announcement of the review results or (ii) the date on which two months will have elapsed since the expiration date of your period of stay.

* While your application is being reviewed, any permission to engage in activities other than those permitted under your status of residence granted to you during your period of stay remains valid. You can also receive a single re-entry permit.

**Q: How long is the period of stay granted to the status of residence of Student?
Also, how is the length of this period determined?**

A: The period of stay (up to four years and three months) is determined by the Regional Immigration Bureau, by comprehensively taking the following into consideration: how many years it will take for

the international student to graduate from a university, academic performance, engagement in part-time jobs, and whether or not the international student has ever committed unlawful acts.

Q: Am I allowed to apply for an extension of my period of stay from overseas if the expiration date of my period of stay arrives during my absence from Japan?

A: You are not allowed to apply for an extension of period of stay or a change of status of residence from overseas. Make sure to return to Japan and file your application by the expiration date of your period of stay. Consult with the Division of International Affairs in advance if the expiration date of your period of stay arrives during your absence from Japan due to unavoidable circumstances.

Q: I forgot to apply for an extension of my period of stay by the expiration date of my period of stay. What should I do?

A: Consult with the Division of International Affairs immediately.

● **Part-time jobs**

Q: Are there any requirements that I should meet in order to acquire permission to engage in activities other than those permitted under my status of residence?

A: To acquire permission to engage in activities other than those permitted under your status of residence, international students must meet the following requirements.

- i Engagement in part-time jobs should not adversely affect students' studies.
- ii Students are to engage in part-time jobs for the purpose of defraying necessary expenses including school expenses, rather than for the purpose of saving money or sending money to students' family members.
- iii Students are to engage in part-time jobs at establishments other than those engaged in the amusement business or those engaged in amusement related businesses.
- iv Students are to engage in part-time jobs for no more than 28 hours a week (up to eight hours a day during the vacations specified in university regulations).
- v Students are to engage in part-time jobs only while they are enrolled at Kansai University.

Q: What will happen if I engage in part-time jobs without acquiring permission to engage in activities other than those permitted under my status of residence?

A: You may be subject to punishment or deportation from Japan. When you engage in part-time jobs, make sure to acquire permission to engage in activities other than those permitted under your status of residence in advance.

- **Inviting family members to Japan**

Q: I'm thinking of bringing my family members to Japan during summer vacation. What should I do?

A: In cases where your family members do not live in a country for which Japan has arranged the exemption of short-term stay visas, they need to apply for the issuance of short-term stay visas at a Japanese diplomatic mission abroad even if they are going to stay temporarily in Japan. In this case, you need to prepare the documents necessary for applications for the issuance of visas and send them to your family members in your home country.

Visit the website of the Ministry of Foreign Affairs (<https://www.mofa.go.jp/mofaj/toko/visa/>) for more information.

Q: I'm thinking of bringing my spouse to Japan. What should I do?

A: To live in Japan together with your spouse for the long term, you need to file an application for the issuance of a Certificate of Eligibility to be granted for the status of residence of Dependent with the Regional Immigration Bureau. See the website of the Ministry of Justice (<https://www.moj.go.jp/isa/applications/status/dependent.html>) for more information.

Alternatively, if your spouse is going to stay in Japan temporarily, you are allowed to bring him or her to Japan under a short-term stay visa.

Q: I'd like to know about cases where I need to submit notifications to the Regional Immigration Bureau.

A: In cases where your name, date of birth, gender, or nationality/region has changed, cases where you begin the process of transferring to another university, and cases where you are expelled from or leave Kansai University, you need to submit notifications to the Regional Immigration Bureau within 14 days after such changes occur.

Q: As my period of study in Japan has ended, I'm going to return to my home country. What should I do with my residence card?

A: If your period of study in Japan ends and you are going to return to your home country, return your residence card at the time of departure inspection at an airport.

Student Life

Basic Knowledge for Student Life

Issuance of various certificates

Kansai University has transitioned to an online application system for certificates, allowing issuance at convenience stores nationwide starting from the 2025 academic year. Access the “Application for Various Certificates” website for further information about the application process.

Certificates issued at convenience stores are shown below. Other certificates can be applied for at the Academic Affairs (certificate) counter. However, Health Checkup Certificates are issued at the Medical Center counter on each campus.

Certificate	Fee	Issuance counter
Certificate of Enrollment	200yen	Issuance at convenience stores
Official Transcript		Issuance at convenience stores
Certificate of Expected Date of Graduation		Issuance at convenience stores
Transcript of Credits		Issuance at convenience stores(For students in the Doctoral course)
Health Examination Certificate		Issuance at convenience stores
Certificate of expected teaching license Certificates for various qualifications		Apply at an Academic Affairs (Certificate) counter on each campus
English certificates for various documents		Apply at an Academic Affairs (Certificate) counter on each campus
School Report	300yen	Apply at an Academic Affairs (Certificate) counter on each campus
Student ID Card (Re-issuance)	Student ID card: 700 yen Enrollment verification slip: 200 yen	Senriyama Campus:Center for Academic Affairs Takatsuki Campus:Takatsuki Office Takatsuki Muse Campus:Muse Office Sakai Campus:Sakai Campus Office Suita Mirai Campus:Suita Mirai Campus Office
Student Commuter Status Certificate	Free	Available from a certificate-issuing machine
Student Discount Certificate Issued on request		

Group Travel Certificate		Issued at a service support counter on each campus
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*For issuance at a convenience store, a printing cost of 60 yen is required for each certificate.

* Ask the Senriyama campus student life support group for cap badges (60 Yen) and lapel badges (40 yen).

*Tokyo Center does not issue certificates.

●An Academic Affairs (certificate) counter on each campus

Campus	Counter	
Senriyama Campus	Faculty Complex 2, Bldg. 1, 1F Hall	Center for Educational Affairs Support
Takatsuki Campus	Bldg. A, 1F	Takatsuki Office
Takatsuki Muse Campus	West Bldg., 2F	Muse Office
Sakai Campus	Bldg. A, 1F	Sakai Campus Office
Suita Mirai Campus	South Wing B1	Suita Mirai Campus Office

Student Identification (ID) Card / Enrollment Verification Slip

Your student ID card / enrollment verification slip certify your status as a student at Kansai University as well as serving as certificates of student commuter status for major transportation services in the surrounding areas. The card/slip are also required when you use libraries. Thus, the card/slip are important for student life, so handle them with care. Be sure to carry both your student ID card and enrollment verification slip at all times and show them in the following cases.

1. When taking regular examinations and achievement level checks (written checks of academic ability)
2. When requested by a staff member at Kansai University (including security personnel at night)
3. When applying for the issuance of various certificates and Student Discount Certificates
4. When purchasing a student commuter pass or a student discount ticket and when requested by a staff member when on trains or other transportation with the pass or ticket you have bought.

* Student identification (ID) cards are issued during the newcomers' orientation period and are valid for four years (they can be renewed from the fifth year onward at the Division of International Affairs service counter).

* An enrollment verification slip will be issued along with the ID card, and is valid for one year. In the second to fourth years, they will be sent to your registered address in late March every year.

* Your student ID card / enrollment verification slip must be neither lent nor transferred to others.

[Dealing with loss/damage]

In case of loss of / damage to your student ID card / enrollment verification slip, immediately submit an application for re-issuance to a counter (the application form is available at the counter) on any campus with a handling fee.

Purchase of a student commuter pass

When purchasing a student commuter pass, fill out the required information on the application form provided at the commuter pass sales office and present your "student ID" and "enrollment verification slip (double as memorandum of student commuter pass issuance)," which is an equivalent to a certificates of student commuter status.

* When renewing commuter passes within the same academic year, you may purchase a new pass from a commuter pass-issuing machine.

* The expected graduation date is written on the student enrollment certificate (can be used for the issuance of the student commuter pass). At the purchase counters of JR West, Hankyu Corporation and Kinki Nippon Railway, once you present it upon initial purchase, it is not necessary to present it

again until the expected graduation date. Check their websites for further information.

- Points to note when purchasing a student commuter pass

- i You may purchase a student commuter pass only for your commuting route.

Your “commuting route” is the shortest route between your current registered address and the University campus. If you want to change your commuting route, notify a service support counter on any campus.

- ii You are not allowed to purchase a commuter pass to travel for such purposes as participating in club activities or a part-time job.

- iii Students must not illegally purchase a student commuter pass by providing false information to the University or misuse, or by transferring it to others.

Student Discount Certificates

(Student Passenger Fare Discount Certificates)

- Discounts for individual students

Students are eligible for a discount on their fare when traveling a one-way distance of 101 kilometers or more by JR or other transportation to receive practical training or return home. The discount is 20% off the regular fare.

- How to obtain

Student Discount Certificates are issued on the same day from student discount certificate issuing machine.

- Points to note

- i A Student Discount Certificate is valid for three months from the date of issue.
- ii The number of Student Discount Certificates issued each academic year is limited to twenty per person, and the number of certificates issued at one time is limited to three per week in principle.
- iii Without a student ID card, students are able to neither use Student Discount Certificates nor purchase discounted tickets.
- iv Never illegally use Student Discount Certificates; for example, never allow any person other than yourself to use your certificates.
- v In addition, students should strictly observe the points to note written on the back of each certificate.

- Student discount certificate issuing machine

Campus	Location		Service hours
Senriyama Campus	Faculty Complex 2, Bldg. 1, 1F Hall	Hall	Mon. to Fri. 9:00 AM to 6:30 PM Sat. 9:00 AM to 5:00 PM
Takatsuki Campus	Bldg. A, 1F	Next to Takatsuki	Mon. to Fri. 9:00 AM to 8:00 PM

		Office	Sat. 9:00 AM to 5:00 PM
Takatsuki Muse Campus	West Bldg., 2F	Next to Muse Office	Mon. to Fri. 9:00 AM to 6:30 PM Sat. 9:00 AM to 5:00 PM
Sakai Campus	Bldg. A, 1F	Next to Sakai Campus Office	Mon. to Fri. 9:00 AM to 6:30 PM Sat. 9:00 AM to 5:00 PM
Suita Mirai Campus	South Wing B1	Suita Mirai Campus Office	Mon. to Sat. 9:00 AM to 5:00 PM

* Please check for service hours on the Information System as the time during which the certificate-issuing machines are available is to be changed during university holidays.

* Student discount certificates are available at the counter of Tokyo Center (Sapia Tower, 9F). (Mon – Fri: 9:00 AM - 6:00 PM, Sat: 9:00 AM - 5:00 PM)

- Group student discount (Group travel certificate)

If a group of 8 or more students and guiding faculty members use JR to conduct extracurricular activities such as training camps / expeditions or seminar trips with the same members and the same route and departure/arrival stations, you can get a group student discount on regular fares by following the prescribed procedure. The discount rate is 30% for faculty members and 50% for students.

- How to obtain

Please fill out the application form for proof of group travel prescribed by the university, attach the form prescribed by the JR counter or the travel agent, and present it to the procedure counter on each campus for proof. Please note that the procedure for group trips is to be done from 9 months to 14 days before the boarding date.

- At a service support counter on each campus

Campus	Counter		
	Seminar groups	Athletic associations	Other extracurricular activity groups
Senriyama Campus	Center for Educational Affairs Support	Sports Promotion Group	Support Group for Student Life
Takatsuki Campus	Takatsuki Office		Takatsuki Office
Takatsuki Muse Campus	Muse Office		Muse Office
Sakai Campus	Sakai Campus Office		Sakai Campus Office
Suita Mirai Campus	Suita Mirai Campus Office		Suita Mirai Campus Office

Class Time Table

Period	Class time	Period	Class time
1st period	9:00 AM - 10:30 AM	5th period	4:20 PM - 5:50 PM
2nd period	10:40 AM - 12:10 PM	6th period	6:00 PM - 7:30 PM
3rd period	1:00 PM - 2:30 PM	7th period	7:40 PM - 9:10 PM
4th period	2:40 PM - 4:10 PM		

- University holidays / class cancellations

As for University events and other scheduled matters including summer and winter holidays, do not fail to refer to the annual event schedule for each academic year (academic year calendar) which is created annually and posted on the Information System and the University website (www.kansai-u.ac.jp). Information on the cancellation of classes due to personal reasons pertaining to the teachers in charge shall be posted on the Information System.

Measures regarding classes in case of a natural disaster

In the event of a natural disaster, the handling of class cancellations— the cancellation of classes (including remote classes. same as below), prohibition of entrance into campuses, reduction of class times and postponement of regular examinations— shall be as follows.

If a natural disaster occurs during class time, classes will be discontinued and class hours will be shortened. * “Natural disaster” means a disaster caused by an earthquake, a tsunami, a storm, heavy rain, a flood, heavy snow, or the like that causes serious damage to the areas where campuses are located.

1. The criteria for class cancellations are as follows.

- (1) Earthquake, tsunami, etc.

- a. When an earthquake with a seismic intensity of 5 or higher occurs in the Osaka metropolitan area and there is concern that serious damage will occur.
 - b. When a large tsunami warning is announced in the Osaka metropolitan area, and there is concern about damage caused by the tsunami.
 - c. When there is other damage to the facilities on campus that makes it difficult to continue classes due to earthquakes or tsunamis.

- (2) Heavy rain, storm, etc.

- a. When an emergency warning for heavy rain, a storm, a snowstorm, or heavy snow is announced in Osaka Prefecture.

- b. When a storm warning is announced to any of the municipalities in Osaka Prefecture.
- c. When a large-scale typhoon or heavy rain is expected to hit Osaka Prefecture between the early morning and the evening of the next day according to the forecast of the Japan Meteorological Agency.

(3) Other

- a. When a railway company announces the suspension of operations or planned suspension of operations due to a natural disaster on any of the railway lines (sections) listed in Appended Table 1 for each campus, due to a natural disaster.
- b. When any of the mayors of Osaka City, Suita City, Takatsuki City or Sakai City has instructed the residents of an area that includes the location of a campus to evacuate.

2. Measures such as class cancellations are as follows.

The table below shows the necessary measures related to the issuance of warnings and the suspension or planned suspension of railway lines (sections).

Warning issuance and public transportation status	Measure
Lifted and resumed by 6:00 AM	Start as usual.
Lifted and resumed by 10:00 AM	Start from 3rd period.
Lifted and resumed by 1:00 PM	Start from 6th period.
Lifted and resumed after 1:00 PM	No classes to be held.

- In cases where any transportation service is temporarily canceled due to accidents or other causes within the designated transportation service areas, the University shall not be closed.
- Classes on Umeda Campus may be canceled due to special circumstances.

3. Notification of cancellation of classes and the like is as follows.

Information on the cancellation, etc., of classes and on the restarting of classes will be promptly issued via the Kansai University website and the information system. In addition, if any of the following applies, then the notification of the cancellation of classes, etc. will be issued during the previous day.

- (1) If a large-scale typhoon or heavy rain is expected to hit Osaka Prefecture between the early morning and the evening of the next day according to forecasts by the Japan Meteorological Agency or the like, we will make sure to inform you, aiming to do so by 10:00 PM the day before.
- (2) If a railway company announces that the planned suspension of operation of any railway lines (sections) specified in Appended Table 1 will be implemented from the next day, we will make sure to inform you, aiming to do so by 10:00 PM the day before.

4. Regardless of the above, notification of the handling of the cancellation of classes, etc., will be provided separately on the Kansai University website and information system.
5. If you are unable to attend classes due to the suspension of public transportation on your commuting route or the occurrence of a natural disaster at your place of residence when no measures such as cancellation of classes due to natural disasters are taken, it is possible to ask for an absence report issuance by notifying an absence report issuance counter of this fact with a certificate issued by a transportation company, the announcement of an emergency warning, or the like.

Appended Table 1: Railway lines (sections) and associated information

Senriyama Campus Suita Mirai Campus ※Including Minami-Senri International Plaza International Students Dormitory	• JR Tokaido Main Line (Kyoto - Kobe) • Hankyu Senri Line (Tenjimbashisuji 6-chome – Kita-senri), Kyoto Line (Juso – Kyoto-kawaramachi), Kobe Line (Osaka-umeda – Kobe-sannomiya)
Takatsuki Campus	• Takatsuki City Bus (JR Takatsuki North – Kansai Univ., JR Tonda – Kansai Univ.) • JR Tokaido Main Line (Kyoto – Kobe) • Hankyu Kyoto Line (Juso – Kyoto-kawaramachi), Kobe Line (Osaka-umeda – Kobe-sannomiya)
Takatsuki Muse Campus	• JR Tokaido Main Line (Kyoto - Kobe) • Hankyu Kyoto Line (Juso – Kyoto-kawaramachi), Kobe Line (Osaka-umeda – Kobe-sannomiya)
Sakai Campus	• Nankai Koya Line (Namba – Sakai-higashi) • Osaka Metro Sakaisuji Line (Tenjimbashisuji 6-chome – Tengachaya) • Hankyu Senri Line (Tenjimbashisuji 6-chome – Kandai-mae)
Umeda Campus	• JR Tokaido Main Line (Kyoto - Kobe) • Hankyu Senri Line (Tenjimbashisuji 6-chome - Kita-senri), Kyoto Line (Juso – Kyoto-kawaramachi), Kobe Line (Osaka-umeda – Kobe-sannomiya) • Osaka Metro Sakaisuji Line (Tenjimbashisuji 6-chome – Tengachaya), Midousuji Line (Shin-Osaka – Tennoji)

Dealing with lost and found property

If you lose or find property on the University campus, immediately follow procedures at the nearest service support counter in each campus in accordance with the “Lost and found guidelines” (included in the HANDBOOK).

• Service support counters

Senriyama Campus	Takatsuki Campus	Takatsuki Muse Campus	Sakai Campus	Suita Mirai Campus	Minami-Senri International Plaza
Class Support Station General Library Central Gym Office Student Support Group Sports Promotion Group IT Center Career Center	Takatsuki Office	Muse Office	Sakai Campus Office	Suita Mirai Campus Office	International Plaza Office

Note:

- *(1) Bring your student ID card or documents that identify you to claim your lost property.
- *(2) Found property shall be kept for three months from the date it is delivered to a service support counter.

• Lost property

Submit a “Lost Property Report” to a service support counter. This report will be valid for three months from the date of submission.

- If you lose your student ID:
 - ⇒ Visit the appropriate counter on each campus for re-issuance (see Page 37).
- If you lose your cash card, credit card, etc.:
 - ⇒ Contact the bank, credit card company, or other financial institution to perform procedures such as suspension of use.

• Found property

If you find property including goods or cash, please take it to a service support counter.

Note that property is stored for three months pursuant to the Lost Property Act, and stored property shall be disposed of after that storage period.

• Lost and found

On the Senriyama Campus, found property is kept for a period of two weeks at the service support counter to which the property is brought. If no one claims the found items during that period, they are

gathered in a place called the “lost and found” (Pages 112 to 119). Be sure to visit that place when looking for lost items. However, as for found property clearly bearing the owner’s name and registration number, the University shall contact the corresponding owner.

[Service hours] Mon, Tue, Thu and Fri. 1:00 PM to 7:00 PM

Wed 1:00 PM to 6:00 PM Sat 1:00 PM to 5:00 PM

(During hours other than those specified above, please contact the Student Support Group.)

- Be careful not to leave behind your belongings or have them stolen

Thefts frequently occur on campus. Be sure to carry your cash and valuables with you.

- Never leave your bag in the library, gymnasium, dining room, restroom, study room, or the like.
- When using club rooms for extracurricular activities, meeting rooms, and changing room lockers, be sure to lock them securely, and be careful when handling valuables.
- Use two or more locks on your bicycle, or use a U-shaped lock or a thick cable lock to take theft prevention measures.

- Reporting theft

Notify a service support counter on any campus if you have had your belongings stolen on the University campus.

- Procedures for re-issuance of various documents due to loss/theft

- Damage/loss/theft of your Student ID Card

Immediately submit an application for re-issuance of a Student ID Card to the service support counter (the application form is available at the counter, and your personal seal or signature is required) at any campus with a handling fee (700 yen).

- Loss/theft of your ATM cards / credit cards, etc.

Contact your bank, credit card company or other financial institution to suspend your card and follow the procedure for the re-issuance of the card and related procedures.

- Loss/theft of your passport or residence card

Submit a lost property report or a theft report to the police and receive a certificate of loss/theft issued by the police. After that, in the case of a passport, bring the certificate of loss/theft to the embassy or consulate of your country and follow the procedure for re-issuance. In the case of a residence card, within 14 days of the date that you become aware of the loss/theft, bring the certificate of loss/theft, your passport, and photographs of your face to the Regional Immigration

Bureau, and follow the procedure for re-issuance. Report your status of residence to the Division of International Affairs on its website as soon as the residence card is re-issued. (See Page 5)

- Loss/theft of your National Health Insurance Card

Submit a lost property report or a theft report to the police and receive a certificate of loss/theft issued by the police.

After that, apply for the re-issuance of your card at the municipal office. You need identifying documents that can verify your Individual Number and identity such as your residence card, and your personal seal (if you have one).

Commuting to campus

- Commuting by car or motorcycle/moped (including electric kickboards) is completely prohibited.

Kansai University prohibits students from commuting by car or motorcycle/moped (including electric kickboards).

- Park your bicycle in a designated parking lot

In order to maintain and improve the educational environment of the campuses, parking lots designated for bicycles have been built on each campus.

When you commute to the University by bicycle, always use a designated parking lot.

- Purchase of bicycles

You have to register for crime prevention for bicycles when purchasing a bicycle. According to the Osaka Prefecture Bicycle Regulations, those who use bicycles in Osaka Prefecture are obliged to enroll in bicycle insurance. In bicycle accidents, you may not just get injured, but also you may injure others and you may be required to pay hefty compensation for damages. Be sure to enroll in insurance. (See Page 51)

- Theft of bicycles

Recently on campus, bicycle theft has been frequently occurring. In order to avoid bicycle theft, make sure to lock your bicycle at a designated parking lot. If your bicycle is stolen, notify a nearby police station. If your stolen bicycle is found, you will be contacted by the police. Put your name and address on your bicycle.

If someone steals a bicycle, she/he shall be punished for the crime of theft (punishable by imprisonment with work for not more than ten years) or the crime of embezzlement of lost property

(punishable by imprisonment with work for not more than one year or a fine of not more than 100,000 yen).

If there is a bicycle left out, it might have been stolen and abandoned by someone. In case a theft report was filed, you may be involved in trouble if you ride the bicycle. You should not, therefore, pick up any abandoned bicycle.

- Stop illegal and nuisance bicycle parking around the University campuses!!

In the areas surrounding the University, illegal and nuisance bicycle parking continues to annoy people, from whom we have received many complaints every day. Illegally parked bicycles and motorcycles/mopeds can be very dangerous as they may block traffic or even cause accidents. Never engage in illegal or nuisance bicycle parking, in order for all of us live without accidents or discomfort.

Part-time jobs

You are requested to register at the “Arubaito (Part-time job) Information Network for Kansai University Students” (<https://baitonet.jp/kansai-u/>) which is a service for providing information on recruitment of part-time job seekers. You can browse information on recruitment of part-time job seekers on the website after registration.

* You must obtain Permission to Engage in Activity Other Than That Permitted under the Status of Residence Previously Granted before engaging in a part-time job. There are limitations on the time and types of part-time jobs you are allowed to engage in and you must comply with them.

(See Page 24 for further details.)

Taxes

All residents in Japan are required to pay taxes regardless of nationality.

Major taxes that international students need to pay:

- Income tax: A tax imposed on individual income. Your wages from your part-time job and other earnings are subject to income tax, which is, in many cases, deducted from your wages. If your country of nationality and Japan have concluded a tax treaty, you may be exempted from the deduction of income tax from your wages, depending on the content of the treaty.
Regarding the procedure, contact your employer.

- **Residence tax:** A tax that you pay to your municipality of residence. The amount of tax is calculated based on your income in the previous year and is deducted from your wages from your part-time job or paid in response to the payment notice sent by your municipality.
- **Consumption tax:** Imposed at the rate of 10% (8% for specific items such as food) on the purchase of any goods and receipt of services.

Maintaining Health

Health Management Center

At the Senriyama Campus Health Management Center, in continued good health of students and teachers, consulting, health management and first aid are offered. Furthermore, each campus has its own infirmary.

● Hours of Operation

Campus	Senriyama Campus	Takatsuki Campus	Takatsuki Muse Campus	Sakai Campus	Suita Mirai Campus
Counter	Health Management	Takatsuki Campus Infirmary	Muse Health Center	Sakai Campus Infirmary	Suita Mirai Campus Infirmary
	Kansai University Medical Center				
Open Hours	[Health Management Center] Mon-Fri 9:00 AM to 7:00 PM Sat 9:00 AM to 5:00 PM	Mon-Fri 9:00 AM to 5:00 PM	Mon-Fri 9:00 AM to 5:00 PM	Mon-Fri 9:00 AM to 5:00 PM	Mon-Fri 9:00 AM to 5:00 PM
	[Kansai University Medical Center] Mon-Fri 9:30 AM to 12:00 PM and 1:30 PM to 3:30 PM				
Location	SHIN-KANSAIDAIGAKU-KAIKAN North Bldg. 4F	K Bldg. North 1F	West Bldg. 9F	A Bldg. 1F	South Wing 2F
Contact	06-6368-1175	072-690-2170	072-684-4120	072-229-5090	06-6155-5348

*Days and times open may change due to summer, winter and spring vacations.

● Regular Checkups

There are regular checkups offered for all students in April. As for the time schedules, information will be provided through our information system and other means, so please take note of available times and make sure to get a checkup on the designated day. Those who do not get the necessary checkup for the year will not be able to receive a certificate of health.

- Health Management and Health Consulting

In the event that, through a regular checkup, it is found that you may be sick or you are suspected to be sick, a notice will be sent in your name to your address. Depending on the new result, we will provide a recommendation for follow-up procedures or introduce a hospital.

Also, if there are any troubles in your personal life, eating habits and or sickness, please do not try to solve the issue by yourself. Also, remember that physicians, public health nurses, and nurses are available to listen to / answer your questions/ worries/ concerns about matters such as sickness or eating habits.

- Printing of Certificate of Health

Since health checkup certificates are issued based on periodic checkup results, if you did not take a checkup in the corresponding academic year, no certificate can be issued. University health checkup certificates can be issued at a convenience store. However, when a special examination is required or a designated format is necessary, it will be issued at the Medical Center counter and takes several days. In addition, there are cases in which certificates cannot be issued depending on the content. Please consult the Medical Center office, Infirmary or Medical Center for further information.

- First Aid

We offer first aid for sudden injury or certain onset sicknesses.

- Clinical Practice

Limited to Kansai University Medical Center (Senriyama Campus), daily sicknesses like common cold or stomachaches can also be treated. No.1 Medical Clinic provides medical care as a medical institution authorized to treat patients with health insurance coverage. Please bring your individual number card or health insurance card.

Hospital Information in multiple languages

When looking for a hospital or dentist that can provide services in English or other languages, please use the following website.

InHos <http://inhos.net>

Osaka Medical Net for Foreigners

<https://www.mfis.pref.osaka.jp/omfo/>

Multi-language Medical Diagnosis System

For students unsure if they can explain their physical situation in Japanese, the following website provides multi-language self-diagnosis tools.

We recommend that you print out the interview results to bring to the hospital.

Multilingual Medical Questionnaire <http://www.kifjp.org/medical/>

Personal Accident Insurance for Students Pursuing Education and Research

Kansai University is collectively enrolled in Personal Accident Insurance for Students Pursuing Education and Research for all of students to be eligible for an insurance scheme in cases where students suffer injuries caused by unexpected disasters and accidents while pursuing education and research activities.

Injuries and accidents covered by insurance are detailed in the policy terms and conditions, and may not be covered depending on the extent of the injury or the cause.

Please read the “Leaflet for Members of Personal Accident Insurance for Students Pursuing Education and Research” thoroughly to understand it, and be sure to inform the Handling Office counter of the campus (shown below) if you are injured during study and research activities.

Description of “While Pursuing Education and Research Activities”

During class	During lectures, experiments, labs, exercise or practical skill education; also, any time while under instruction by a faculty member.
During school activities	During events held by the university, orientation, entrance ceremony, graduation ceremony and other events that are part of the school education.
Extracurricular activities	During activities that have permission from the university including club activities, circles and group meetings that purport sport or culture.
On campus for reasons other the above	During times when you are on the campus or in a facility that the campus maintains. Primarily during recess or time out of class.

Handling Office counters

Situation at the time of Accident	During class (during lecture etc.) During school activities (Entrance ceremony, graduation ceremony etc.) Recess on Campus	During extracurricular activities (School sponsored group events other than sport events) During school activities (School festival etc.)	During extracurricular activities (Sport events)
Campus			
Senriyama Campus	Education Center (General Affairs Counter)	Student Lifestyle Support Group	Sports Promotion Group
Takatsuki Campus	Takatsuki Office		
Takatsuki Muse Campus	Muse Office		
Sakai Campus	Sakai Campus Office		
Suita Mirai Campus	Suita Mirai Campus Office		

*Please note that the University does not have a special clause for commuting, so accidents while commuting are not covered.

*In the event of an accident outside of the abovementioned chart, please consult at the activity support counter.

Description of the Insurance

Type of benefit Applicable case	During regular curriculum activities and school events	During recess on campus and extracurricular activities
Death benefits	12,000,000 yen	6,000,000 yen
Disability benefits	720,000 yen to 18,000,000 yen depending on the severity	360,000 yen to 9,000,000 yen depending on the severity
Medical benefits	3,000 yen to 300,000 yen Applicable from the first day of treatment and depending on the number of days required for the treatment	6,000 to 300,000 yen Applicable from the fourth day of treatment and depending on the number of days required for the treatment (during a break on campus) 30,000 yen to 300,000 yen Applicable from the 14th day of treatment and depending on the number of days required for the treatment (During extracurricular activities)
	(Additional hospitalization coverage) 4,000 yen per day hospitalized. * Up to 180 days.	

Procedures in case of accidents (When an accident happens, follow the procedures below)

1. Inform the Handling Office counter of the campus of the accident immediately.
2. Fill out an accident report and get a witness to verify your account; afterwards, please submit the form to the Handling Office counters (within 20 days of the accident)
3. If you receive treatment, please get an Insurance Reimbursement form the Handling Office

counters.

4. After filling out the necessary details on the Insurance Reimbursement form, please submit the form back to the Handling Office counters.

*In principle, the money for reimbursement will be wired to the specified bank of the victim (only said person)

Other Insurance Plans (Optional)

- **Kansai University Mutual Aid Insurance System (Comprehensive Insurance) Kansai University Mutual Aid Association, Phone: 06-6368-1964**

This system complements Personal Accident Insurance for Students Pursuing Education and Research. Please consider enrolling just in case.

- **Inbound Study Abroad Student Incidental Accident Affairs (Only for international students) Kandai Pensee (Phone: 06-6368-0011)**
- **Gakken Accident Indemnity Liability Insurance (Liability Insurance) Internship and Teaching Practice Handling Offices**
- **Sports Safety Insurance (Accident Insurance, Liability Insurance) Sports Safety Association (URL: <https://www.sportsanzen.org/>)**
- **TS Mark Accident Affairs (Bicycle Insurance) Japan Traffic Management Technology Association (URL: <https://www.tmt.or.jp/>)**

About Compulsory Bicycle Insurance Registration

According to the Osaka Prefecture Bicycle Ordinance, all people who make use of a bicycle are required to enroll in bicycle insurance (To support the victims of bicycle accidents {Personal Liability Insurance})

For students who commute to class or afterschool activities by bicycle, it is necessary to register for bicycle insurance. Please check whether you are registered for insurance and, if not, make sure to register as soon as possible.

Furthermore, all Kansai University students who are enrolled in the recommended Kansai University Mutual Aid Security System can apply their Liability Insurance Mutual Aid to bicycle insurance.

Housing

International Student Dormitories

We have international student dormitories and a shared house as well as one affiliated international

student dormitory operated by Kyoritsu Maintenance Co., Ltd. through a business alliance of Kansai University and Kandai Pensee Co., Ltd.

In the dormitories, international students and local students live together and lead daily lives based on various values, thus fostering a global mindset. A Resident Assistant lives in each dormitory to support students' everyday lives as well as leading students' interactions in the dormitory.

Check our website for details on the international student dormitories.

<https://www.kansai-u.ac.jp/Kokusai/Dormitory/>



[Operated by Kansai University]

- Global House(KU G-House)(capacity : 244 male/female students)
Three minutes' walk from the Nanao-nishi bus stop for the Hankyu Bus. Suita Mirai Campus premises. All dormitory rooms are single occupancy, equipped with a toilet and modular bath, sharing a lounge, kitchen, dining and laundry. The dormitories are structured in separate units for male and female students as well as all-gender units for all genders.
- Student House Shurei-ryo (capacity : 180 male/female students)
Ten minutes' walk from Kandai-mae Station on the Senri Line of the Hankyu Railway. All the rooms are single room with shared facilities such as a dining hall, library, bathrooms, lounges, pantries, shower rooms, and laundry rooms.
- Dormitory Tsukigaoka (capacity : 51 female students)
Ten minutes' walk from Senriyama Station on the Senri Line of the Hankyu Railway. All the rooms are for one student with shared facilities such as a dining hall, library, bathrooms, pantries, shower rooms, and laundry rooms.
- Minami-Senri International Plaza International Students Dormitory (capacity : 169 male/female students)
Five minutes' walk from Minami-senri Station on the Senri Line of the Hankyu Railway. The dormitory is structured in units, each of which has six or seven dormitory rooms (single occupancy, equipped with a toilet and modular bath) sharing a lounge and kitchen, which allows the residents to naturally communicate with each other. In addition to gender-specific units, we have all-gender units which are gender-neutral. In addition, dormitory residents are given opportunities to experience cross-cultural exchange through activities with the local community.

- Kansai University International Dormitory (capacity : 144 male/female students)

Ten minutes' walk from Minami-senri Station on the Senri Line of the Hankyu Railway. Most of the dormitory rooms are single occupancy with shared facilities such as a kitchen, shower, and washrooms installed on each floor. In addition, various events are held in collaboration with the local community.

[Affiliated international student dormitories]

- KU I-House (capacity 77 male/female students)

Five minutes by bicycle from Senriyama Campus. The dormitory consists of two buildings, and three types of dormitory rooms (single occupancy, equipped with a toilet and modular bath) are available.

Shared House

- KU Share House (exclusively for women) — Available for only a few students

One minute's walk from Senriyama Campus. International students and Japanese students live and help each other here. Social gatherings with local residents are held in the living space monthly. Each room is for two students, and the shared house is furnished with a kitchen, living room, toilets, baths, washrooms, and more.

If you would like to move in, contact the Division of International Affairs.

<https://www.kansai-u.ac.jp/Kokusai/Dormitory/facility>

Private accommodations, apartments, etc.

Adequately learn the rules in Japan in advance before concluding a contract and moving into a private apartment or accommodations.

The Student Single Life Support Group Section of Kansai University CO-OP also offers a lodging search service. If you wish, call them yourself.

Student Single Life Support Group Section	Kansai University Senriyama Campus Kansai University Co-op Rinpukan, 3F Service hours: 10:00 AM to 5:00 PM (excluding Sundays and holidays) Phone: 06-6368-7533 URL: https://kandai-heya.jp/
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- Expenses for a contract

Upon signing a contract and moving into a property in Japan, the following payments are needed in

many cases.

You are advised to figure out how much you can afford for housing in advance.

Earnest money	This is a deposit initially needed when a contract is signed, which generally amounts to approximately one month's rent.
Deposit money	This is a security deposit to be kept by the landlord. The amount is generally equivalent to a rent for one month or two. When the contract expires, the remaining amount from the deposit, if any, will be refunded after unpaid rent and costs for repairs, cleaning etc. are deducted.
Key money	This is a monetary gift paid to the landlord, which is not refundable even when the contract expires.
Commission	This is a commission charge to be paid to the real estate agency, which is generally equivalent to approximately one month's rent.

Note:

*(1) Rooms are generally not furnished.

*(2) The initial contract period is generally one to two years. In order to further extend the contract, a renewal procedure may be required.

● Expenses while renting

While renting a room or a house, in general, you have to pay the following expenses as part of the rental fees for your accommodations. Usually the next month's payment must be made in advance by the end of the previous month.

Rent in principle	An advance payment for the next month should be made by the end of the previous month.
Common service fee	The common service fee includes charges for electricity, water, and cleaning for shared facilities such as stairs and passageways. It is generally paid with the rent.
Utility fee etc.	The utility fee includes utility charges for water, gas, electricity, etc.

Note: Rent must be paid by the rent due date.

● General matters to note

[When moving in]

- You must not merely make a verbal agreement but exchange written documents when making a contract. In fact, this is a good idea to prevent any trouble.
- Thoroughly read the contract until you fully understand.
- Always be careful when signing the contract, because the paid money is in principle not refundable once you conclude the contract (including verbal agreements).
- No person other than the renter(s) is allowed to share the accommodations.

[When moving out]

- When moving out of your accommodations due to relocation, graduation, the completion of courses, or other causes, the first thing to do is to read the contract and check the procedures

necessary for moving out.

Check the contents of the contract carefully, and ask the administrator in advance if you have any questions.

- Inform the landlord or real estate company in advance that you are to leave by the date stated in the contract. You may be billed for the next month's rent if you are late informing them.
- When leaving, you need to bring the room back to the same state as it was when you moved in. If you leave the room with damages or dirt in it, the cleaning and repair costs will be deducted from the deposit money.

If the deposit is not enough, you may be charged additional charges.

- You must dispose of all unnecessary items in the specified manner and empty the room. (See Page 57)
- Inform the power company, gas company, and water department of the cancellation of your contracts at least one week before leaving, and do not forget to settle the last month's utility fees.
- Cancel other services such as telephone and internet.

- **Joint surety and Comprehensive Renters' Insurance for Foreign Students Studying in Japan**
In Japan, when signing a contract for renting accommodations such as rooms in privately run dormitories, a joint guarantor is required. However, it is sometimes difficult for international students to find a joint guarantor in Japan.

Kansai University has a joint surety system, in cooperation with Kansai University Co-op (hereinafter referred as Kandai Co-op), where Kandai Co-op serves as a joint guarantor for international students who have difficulty finding a joint guarantor on the condition that the international students sign a lease contract through Kandai Co-op.

In this case, you need to join Comprehensive Renters' Insurance for Foreign Students Studying in Japan. Those eligible for this insurance is limited to the international students with the status of residence of "Student" (obtained or in the process of applying change).

As for the details of Comprehensive Renters' Insurance for Foreign Students Studying in Japan, you should receive an explanation when signing the contract at Kandai Co-op to fully understand the details.

Student housing and company dormitories

The Division of International Affairs sometimes accepts applications to live in student housing and company dormitories for international students operated by other organizations. Information on the acceptance of applications shall be provided through personal messages over the Information System

- Osaka Prefecture Sakai International Hall (Orion International House)

Operator	Osaka Foundation of International Exchange
Address	2-226 Higashiuenoshiba-cho, Kita-ku, Sakai City
Rental fee	36,000 yen
Specified time limit	Two years in principle
Application period	January and August

- Hyogo International House

Operator	Japan Student Services Organization
Address	1-2-8 Wakinohama-cho, Chuo-ku, Kobe City
Rental fee	For singles: 35,000 yen
Specified time limit	The minimum period of time required to complete courses and up to three years' time
Application period	At any time

- Company dormitories

This is one of the support programs conducted by the Foundation of Corporate Friendship Network for Foreign Students, where Japanese companies provide international students with some of their dormitory rooms. The rent is between 6,000 yen and 12,000 yen. Some dormitories offer paid meals.

Disposing of Garbage

There are rules for handling garbage. Sorted collection is carried out for the purposes of waste reduction and recycling, and you must sort out waste materials and put them out at the designated place on the specified days.

As waste sorting criteria and rules on how to put out garbage differ by municipality, ask the municipal office and neighborhood people.

Main sorting classifications:

- Burnable waste
- Non-burnable waste
- Plastics from containers and packaging
- Old newspapers, old magazines, empty cans (bottles), plastic bottles, etc.

- Oversized waste (waste whose longest edge or diameter exceeds 30 cm or rod-shaped waste whose length exceeds 1 m)

As for large-sized waste items such as furniture and home appliances that are no longer needed, ask for collections on other specified days or individually ask the municipal office to take them. Some municipalities charge you to collect them.

Under the Home Appliance Recycling Act, for the home appliances listed below, you must contact the shop/retailer where you purchased such appliances to ask them to take the appliances away and pay certain fees. Be careful that such appliances are not collected as household appliance waste.

- Air conditioners, TVs, refrigerators, washing machines, clothes dryers

Counseling

<On-campus consultation desks>

In recent years, more and more students are burdened with anxiety and worry and more and more students are making use of the campus wide counseling rooms.

At this university, we provide counseling for a range of topics. According to the needs to the students, we are providing the following locations for counseling. Feel free to use our counseling services to alleviate any worries you may have.

If you find yourself saying, “I don’t know where to go for counseling,” please visit the Student Counseling and Support Center (Senriyama Campus SHINKANSAL-DAIGAKU-KAIKAN North Bldg 1F, 06-6368-1373). Counseling services offered at each of the locations are as follows. All counseling services are private and confidential.

*In Spring, Summer and Winter Vacations, opening times may change.

*The days of operation follow the University Calendar.

● Counseling about Overall Student Life Worries

Counseling is provided for issues relating to student life such as interpersonal relationships, family, finance, afterschool activities and more, as well as worries about personality and thoughts.

Counseling is offered for students concerned about their future; for students worried about something but unsure of with whom to discuss their worries.

(We also provide introductions for other counseling)

Campus	Senriyama Campus	Takatsuki Campus	Takatsuki Muse Campus	Sakai Campus	Suita Mirai Campus
Counter	Student Life Support Group	Takatsuki Office	Muse Office	Sakai Campus Office	Suita Mirai Campus Office
Phone	06-6368-0157	072-690-2151	072-684-4000	072-229-5022	06-6155-9957
Hours *1	Mon, Tue, Thu, Fri 9:00 AM - 7:00 PM Wed 9:00 AM - 6:00 PM Sat 9:00 AM - 5:00 PM	Mon-Sat 9:00 AM - 5:00 PM	Mon-Sat 9:00 AM - 5:00 PM	Mon- Sat 9:00 AM - 5:00 PM	Mon- Sat 9:00 AM - 5:00 PM
Counter *2	University Student Counseling	Student Counseling	Student Counseling	Student Counseling	Student Counseling
Phone	06-6368-1307				
Hours *1	Mon, Wed, Thu 9:00 AM - 5:00 PM Tue 9:00 AM - 11:00 AM Fri 9:00 AM - 1:00 PM				

*1 The above open hours may change without notice. Check the Information System, etc. for details.

*2 On campuses other than Senriyama Campus, visit a faculty office. You can also visit the Student Counseling Office of the university.

● Counseling about Post-Graduate Worries

Counseling is provided for worries about class and credits.

Campus	Senriyama Campus	Takatsuki Campus	Takatsuki Muse Campus	Sakai Campus	Suita Mirai Campus
Counter	Education Center	Takatsuki Office	Muse Office	Sakai Campus Office	Suita Mirai Campus Office
Phone	06-6368-1148	072-690-2151	072-684-4000	072-229-5022	06-6155-9957
Hours	Mon-Fri 9:00 AM - 6:30 PM Sat 9:00 AM - 5:00 PM	Mon-Sat 9:00 AM - 5:00 PM	Mon-Sat 9:00 AM - 5:00 PM	Mon- Sat 9:00 AM - 5:00 PM	Mon- Sat 9:00 AM - 5:00 PM
Counter*	Undergraduate Student Counseling	Student Counseling	Student Counseling	Student Counseling	Student Counseling

* Depending on the content, we will coordinate with experienced school counselors and teachers from various departments.

For a student counselling office, visit the General Affairs counter at the Education Center. On campuses other than Senriyama Campus, visit a faculty office.

Post-graduate support for students with disabilities

(The University Support Coordinator for Students with Disabilities will provide counseling services for students with disabilities who request support.)

Campus	Senriyama Campus	Takatsuki Campus	Takatsuki Muse Campus	Sakai Campus	Suita Mirai Campus
Counter	Student Counseling Support Center	Takatsuki Office	Muse Office	Sakai Campus Office	Suita Mirai Campus Office
Phone	06-6368-1373	072-690-2151	072-684-4000	072-229-5022	06-6155-9957
Hours	Mon-Fri 9:00 AM to 5:00 PM	*There is no designated counselor for these offices but they can coordinate with the Student Counseling Support Center.			

● Counseling about Health

Counseling is provided for worries about class and credits.

Campus	Senriyama Campus	Takatsuki Campus	Takatsuki Muse Campus	Sakai Campus	Suita Mirai Campus
Counter	Health Management Center	Takatsuki Campus Infirmary	Muse Health Center	Sakai Campus Infirmary	Suita Mirai Campus Infirmary
Phone	06-6368-1175	072-690-2170	072-684-4120	072-229-5090	06-6155-5348
Hours	Mon-Fri 9:00 AM to 7:00 PM Sat 9:00 AM to 5:00 PM	Mon-Fri 9:00 AM to 5:00 PM	Mon-Fri 9:00 AM to 5:00 PM	Mon-Fri 9:00 AM to 5:00 PM	Mon-Fri 9:00 AM to 5:00 PM

● Counseling about Mental Worries

If you have concerns regarding your relationships, personality, studies, student life, or mental or physical ailments.

<Psychological consultation for all students>

Campus	Senriyama Campus	Takatsuki Campus	Takatsuki Muse Campus	Sakai Campus	Suita Mirai Campus
Counter	Psychological Counseling Office	Psychological Counseling Office	Psychological Counseling Office	Psychological Counseling Office	Psychological Counseling Office(Senriyama Campus)
Phone	06-6368-0278	072-690-2432	072-684-4105	072-229-5174	06-6368-0278
Hours	Mon-Sat 9:00 AM to 5:00 PM	Mon-Fri 10:00 AM to 4:00 PM	Mon-Fri 10:00 AM to 4:00 PM	Mon-Fri 10:00 AM to 4:00 PM	Mon-Sat 9:00 AM to 5:00 PM

<Psychological consultation for international students only>

Psychological counseling (reservation required, 50 minutes each time)

Individual counseling by a professional counselor is provided for international students.

Counseling available in Japanese or English.

Details such as the reservation procedure and available dates and times will be posted in the information system, Oshirase (Notice).

● **Counseling about Courses, Job Seeking**

Counseling is provided for those worried about the next step in their lives or general job-seeking issues.

Consultation regarding the paid lectures for the civil service exam, etc. is provided.

Senriyama Campus	Career Center Office	Career Center Science and Engineering Office	Career Design Lab	Career Counseling Room
Counter	Career Center Office	Career Center Science and Engineering Office	Career Design Lab	Career Counseling Room
Phone	06-6368-0162 [On-campus paid lecture] 06-6368- 0721	06-6368-0253	06-6368-0162	06-6368-0202
Hours	Mon-Fri 9:00 AM to 6:00 PM * Sometimes closes at 5:00PM. Sat 9:00 AM to 5:00 PM	Mon-Fri 9:00 AM to 6:00 PM * Sometimes closes at 5:00 PM. Sat 9:00 AM to 5:00 PM	Mon-Fri 10:00 AM to 6:00 PM *9:00 AM to 5:00 PM, according to the season	Mon-Fri 9:00 AM to 5:00 PM *Reservation required

Takatsuki Campus	Career Center Takatsuki Campus Office
Counter	Career Center Takatsuki Campus Office
Phone	072-690-2164
Hours	Mon-Fri 9:00 AM to 5:00 PM

Takatsuki Muse Campus	Career Center Muse Office
Counter	Career Center Muse Office
Phone	072-684-4038
Hours	Mon-Fri 9:00 AM to 5:00 PM

Sakai Campus	Career Center Sakai Campus Office
Counter	Career Center Sakai Campus Office
Phone	072-229-5124
Hours	Mon-Fri 9:00 AM to 5:00 PM

Suita Mirai Campus	Suita Mirai Campus Office
Counter	Suita Mirai Campus Office
Phone	06-6155-9957
Hours	Mon-Sat 9:00 AM to 5:00 PM

*Face-to face or online career counseling is provided on campuses other than Senriyama campus. In addition, the “Career Center Umeda Office” in Umeda campus acts as a base for job-seeking in Osaka City.

<Off-campus consultation desks>

Local governments and industry associations that are located where the campuses are, including Osaka Prefecture, have established consultation desks for foreigners. As you may receive specialized consultation, proactively use such services.

- Information/consultation related to daily life

Osaka Information Service for Foreign Residents

<https://www.ofix.or.jp/life/japanese/>

Location: 5th Floor, MyDome Osaka, 2-5 Hommachibashi, Chuo-ku, Osaka

Nearest station: Sakaisuji-Hommachi Station on the Osaka Metro’s Chuo Line and Sakaisuji Line

Phone: 06-6941-2297

Hours: Mon./Fri.

9:00 AM to 8:00 PM (Excluding national holidays and year-end / New Year holidays. If you are coming to the counseling room after 5:30pm, please make an appointment before visiting.)

Tue./Wed./Tue.

9:00 AM to 5:30 PM (Excluding national holidays and year-end / New Year holidays.)

The 2nd and 4th Sundays of each month

1:00 PM to 5:00 PM (Please make an appointment before visiting.)

Supported languages: English, Chinese, Korean, Portuguese, Spanish, Thai, Vietnamese, Filipino, Indonesian, Nepali and Japanese

Mail : jouhou-c@ofix.or.jp * Japanese and English only

- Labor consultation

You can ask for consultation about labor issues such as not receiving wages or overtime payments from an employer for a part-time job.

Osaka Labour Bureau, Ministry of Health, Labour and Welfare

https://jsite.mhlw.go.jp/osaka-roudoukyoku/hourei_seido_tetsuzuki/kobetsu_roudou_funsou.html

Location: 9F Osaka Godochosha Building No.2, 4-1-67, Otemae, Chuo-ku, Osaka

Nearest station: Tanimachi 4-chome Station on the Osaka Metro's Tanimachi Line and Chuo Line

<Japanese language consultation desks>

- Consultation counter for general labor matters (8th floor of Osaka Labour Bureau)
Monday to Friday
9:00 AM to 5:00 PM (9:00 AM to 6:00 PM on Tuesday)
- Hotline for general labor matters
Phone: 0120-939-009
Monday to Friday
9:00 AM to 5:00 PM (9:00 AM to 6:00 PM on Tuesday)

<Foreign language consultation desks>

- Foreign Worker Consultation and Support Counter (9th floor of Osaka Labour Bureau) 9:30 AM to 5:00 PM
https://jsite.mhlw.go.jp/osaka-roudoukyoku/hourei_seido_tetsuzuki/advisor_foreign_workers.html
Supported languages: English (Mon./Wed./Fri.), Portuguese (Wed./Thu.), Chinese

(Tue./Wed.), Vietnamese (1st Thursday and Friday of each month)

*The days are subject to change. Please confirm before visiting.

- Hotline for foreign workers 10:00 AM to 3:00 PM (Excluding 12:00PM ~ 1:00PM)

Language	Day of the week	Phone
English	Mon. through Fri.	0570-001701
Chinese		0570-001702
Portuguese		0570-001703
Spanish		0570-001704
Tagalog		0570-001705
Vietnamese		0570-001706
Burmese	Mon.	0570-001707
Nepali	Tue./Wed./Thu.	0570-001708
Korean	Thu./Fri.	0570-001709
Thai	Wed.	0570-001712
Indonesian		0570-001715
Cambodian (Khmer)		0570-001716
Mongolian	Fri.	0570-001718

* Excluding year-end / New Year holidays (Dec 29 ~ Jan 3)

- Legal consultation

Osaka Bar Association Legal Consultation Center

<https://soudan.osakaben.or.jp/foreign/>

Japan Legal Support Center Houterasu Osaka

<https://www.houterasu.or.jp>

Japan Legal Support Center Houterasu Multilingual information service

Office hours: 9:00 AM to 5:00 PM, Mon. through Fri.

Phone: 0570-078377

- Health consultation

AMDA International Medical Information Center

<https://www.amdamedicalcenter.com>

- Local international offices

Osaka Foundation of International Exchange

<https://www.ofix.or.jp/>

Location: 5th Floor, MyDome Osaka, 2-5 Hommachibashi, Chuo-ku, Osaka

Nearest station: Sakaisuji-Hommachi Station on the Osaka Metro's Chuo Line and Sakaisuji Line

Phone: 06-6966-2400

Osaka International House Foundation

<http://www.ih-osaka.or.jp/>

Location: 8-2-6 Uehommachi, Tennoji-ku, Osaka

Nearest station: Tanimachi 9-chome Station on the Osaka Metro's Tanimachi Line and Sennichimae Line/ Kintetsu Line Osaka Uehonmachi Station

Phone: 06-6773-8989

Suita International Friendship Association

<https://suita-sifa.org/>

Location: Senri Newtown Plaza 6F, 1-2-1 Tsukumodai, Suita City

Nearest station: Minami-senri Station on the Hankyu Senri Line

Phone: 06-6835-1192

Takatsuki International Association

<http://www.takatsuki-intl-assn.or.jp/>

Location: Takatsuki City Comprehensive Center 4F, 2-1 Toencho, Takatsuki City, Osaka

Nearest station: Takatsuki-shi Station on the Hankyu Kyoto Line

Phone: 072-674-7396

Plaza of Multicultural Exchange Sakai (POME Sakai)

<http://www.city.sakai.lg.jp/shisei/kokusai/koryuplaza/index.html>

Location: Sakai City General Welfare Hall 5F, 2-1 Minamikawara-machi, Sakai-ku, Sakai City, Osaka

Nearest station: Sakaihigashi Station on the Nankai Koya Line

Phone: 072-340-1090

Japanese Language Support Programs

The Division of International Affairs provides a variety of Japanese Language Support Programs to ensure that international students will be able to enjoy a fulfilling student life. Please make use of the provided programs to enhance your studies of the Japanese language.

Program	Details	Level	Type	Eligibility	Maximum
Study Support Course for International Students	Lectures to acquire wide-ranging academic skills are given to undergraduate and graduate students using a practical approach.	Advanced	Seminar (Total 5 times)	Degree-seeking Foreign students, Bekka students, Foreign research students, incoming Foreign exchange students, Japanese language course students	None
Conversational Japanese Brush-up Seminar	Provides practical training in Japanese conversational skills that are needed in daily life to adapt to the Japanese society.	Intermediate-Advanced	Seminar (30 min/session for three to seven sessions)	Degree-seeking Foreign students, Bekka students, Foreign research students, incoming Foreign exchange students, Japanese language course students	20 students
Japanese Language Academic Literacy Development Seminar, Online Video	Lectures on the academic literacy required for creating graduation theses and graduates' reports are given via video.	Advanced	Online video (May to Mar. of following year)	Degree-seeking Foreign students, Bekka students, Foreign research students, incoming Foreign exchange students, Japanese language course students	None
Japanese Language Tutor/Tutee System	Tutor gives advice and support to the tutee (international student) with their studies (mainly Japanese) and daily life.	Beginner-Advanced	Individual support (May to Jul.) (Oct. to Jan. of following year)	Degree-seeking Foreign students, Foreign research students, incoming Foreign exchange students	None
Japanese Academic Writing Support (individual consultation)	Gives advice on Japanese language, such as sentence expressions and structures, using thesis, reports and other writings brought in by the international student.	Advanced	Individual consultation (3 times a week, 30 min / lesson x 4 persons)	Degree-seeking Foreign students, Foreign research students	4 students each time

*The details of the programs and days offered may change.

When the details and application procedures for each course are decided, they will be posted on the Information System.

Job Seeking Support Consortium for International students SUCCESS

(1) Job Seeking Support Consortium for International students SUCCESS

SUCCESS (Specialized University Curriculum for Career Empowerment and Societal Support) is a consortium consisting of 20 universities (as of Mar. 2025) to support international students who seek employment in Japanese companies etc.

It provides programs in which international students work together aiming to determine the career path in Japan that best suits their wish while systematically experiencing career education (understanding

society and industry of Japan, carrier support, etc.), business Japanese and internships with those from other universities.

URL : <https://www.success1.jp/>



(2) KU Specialized University Curriculum for Career Empowerment and Societal Support (KU-SUCCESS)

Kansai University implements KU-SUCCESS for international students seeking employment in Japan, which is accredited as a “Program for Enhancing Employment of International Students” by the Ministry of Education, Culture, Sports, Science and Technology (MEXT).

It supports international students in obtaining a career by combining regular classes, career education seminars and Japanese language education and internships.

Some participants will receive the Monbukagakusho Honors Scholarship or Advanced International Human Resource Development Program Scholarship from the Japan Student Services Organization (JASSO).

URL : <https://www.kansai-u.ac.jp/Kokusai/KU-SUCCESS/>



How to Participate/ Inquiries

Those who want to participate in the program or ask questions are requested to contact the SUCCESS office.

Division of International Affairs, Kansai University SUCCESS Office

Email: kusuccess@ml.kandai.jp

International Exchange

Activities

Throughout the year the Division of International Affairs offers a variety of activities where Domestic students and international students can exchange culture. The activities are diverse, including Japanese cultural experiences, sporting events and social parties. There are also opportunities for international students to take the initiative in organizing events and programs, not only as participants. Visit the SNS pages of the Division of International Affairs below for the implementation details of the activities and how to participate. Proactively use these sources so as to make life at Kansai University more fulfilling.

Division of International Affairs
Facebook



Division of International Affairs
Line



Division of International
Affairs
Instagram



Division of International Affairs
X (Formerly Twitter)



Mi-Room (Multilingual Immersion Room)

Place: Faculty Complex 2, Bldg. 1, 2F Hall (on the same floor as the Division of International Affairs)

Office hours: Mon-Fri 9:00 AM to 5:00 PM during the term.

* Students can freely enter the building, but must carry student cards.

【Mi-Room】

Mi-Room is divided into the Main Space, Session Room, and Class Room, which can be used in the following manner, respectively.

Main Area: Used as a place for exchange with other international students or Japanese students during free time between classes.

Session Room: A variety of sessions aimed at allowing students to acquire foreign languages or Japanese language and culture.

Class Room: Mainly used for giving classes.

【Virtual Mi-Room】

Virtual Mi-Room is a virtual space where Kansai University students and students of overseas affiliated schools can communicate freely. Students can chat freely in different language categories. In addition,

students that have returned to their countries can keep in touch with other Kansai University students through the platform.

GLOBAL NAVI



Information about each session and event, as well as the procedure to access Virtual Mi-Room are provided via GLOBAL NAVI and the social media accounts of the Division of International Affairs.

The recruitment of Global Teaching Assistant (GTA)

GTAs are student staff members who perform administrative support for sessions and events held by the Division of International Affairs. Teaching multilingual programs conducted at Mi-Room is one of GTA's activities.

You can obtain information regarding GTA recruitment via Global Navi. Access Global Navi for the application procedure.

Incidentally, since the GTA work is paid, you must obtain Permission to Engage in Activity Other Than That Permitted under the Status of Residence Previously Granted.

Organizations that support the campus life of international students

There are two organizations that support international students endorsed by the Division of International Affairs. Improve your student life using events and connections of the support organizations.

Association of International Students

A community for international students by international students. The association broadens your network and creates opportunities for mutual support. A variety of events will be implemented to enable you to get used to student life in Japan. In addition, members of the Association of International Students can receive information about international exchange activities available for international students directly in individual messages through the information system.

Participate in the association of international students and broaden your horizons of student life through encounters with other international students. If you are interested, check the Facebook page.

Facebook Page of the
Association of
International Students



KU Bridge

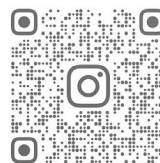
The KU Bridge is a peer community conducting international exchange activities to serve as a bridge between international and Japanese students. Since the KU Bridge plans and operates a variety of international exchange events, please check its activities through the Facebook page.

The KU Bridge supports international students from the same perspective as theirs to enable them to lead an enhanced life as an international student studying in Kansai University.

X (Formerly Twitter) page of
KU Bridge



Instagram page of KU
Bridge



Other points to note

Drinking and smoking

In Japan, people under the age of 20 are prohibited from drinking and smoking by law. Some municipalities prohibit smoking on the street in specific areas, and smoking in such areas is punishable. In addition, driving a car/motorcycle/bicycle after drinking is a violation of the law and is to be severely punished.

No smoking and separation of smoking areas on campus

Smoking is prohibited on campus except for “Designated Smoking Areas.”

Let's keep the smoking rules on and around the campus to create a comfortable campus environment.

* Smoking and littering of cigarette butts are strictly forbidden in the building and while walking.

Drug abuse

Be extremely careful about drugs such as cocaine, marijuana, stimulants, and dangerous drugs when you live in Japan. Acts including the possession, use, trafficking, and manufacturing of such drugs are serious criminal acts involving punishment such as imprisonment. Some drugs that are legally permitted overseas, for example in your home country, are prohibited by law in Japan. It is not permitted to bring drugs purchased or obtained overseas to Japan.

Even using such drugs only once will destroy your life and your family and friends forever. In Osaka Prefecture, drugs are prevalent, especially among young people of the same age as you, and the contamination of society with drugs has become a serious social problem.

Be extremely careful not to accept the temptations from unscrupulous persons to end up being a criminal.

Scholarships [Important]

Scholarship System

The Division of International Affairs handles three kinds of scholarship that are only for privately-financed international students.

< Types of Scholarships >

1. Internal scholarships

Kansai University provides two kinds of scholarship that are only for privately-financed international students. Each grant duration is one year. Eligible students are those who are enrolled in Kansai University, hold the status of residence of Student, show excellent academic performance, and have financial difficulties. Benefits and selection conditions vary depending on the faculty. All doctoral-course students will be granted scholarships for the entire standard period for the completion of their degree.

- i Privately-financed International Student Scholarship Reserved before Admission (for new students)

This is a scholarship for those who enter Kansai University. We will select based on the results of the entrance examination and other factors and notify eligible students before admission.

- ii Privately-financed International Student Scholarship (for second years and above)

This is a scholarship for second years and above. We call for applications every year and select eligible students based on their academic performance.

Visit the website of the Division of International Affairs (<https://www.kansai-u.ac.jp/Kokusai/from/support.php>) for stipends and selection criteria.



2. External scholarships (available through university recommendation)

Scholarships offered by external foundations and available through recommendation by Kansai University. Requirements are enrollment in the University by passing the entrance examination for international students and status of residence of Student.

The following is the flow of scholarship application and recommendation.

(1) External scholarship information provision

When scholarship guidelines are sent from scholarship foundations etc., outlines of the scholarships (name, amount offered, number of recipients, etc.) will be sent to you via private message through the Information System. Please confirm the information carefully, and if you desire a recommendation from the university, fill in the necessary information on the questionnaire form and send it to the Division of International Affairs. Scholarship information is provided for each scholarship; you need to register your information on a separate questionnaire for each scholarship.

(2) Determination of candidates for recommendations

The recommendation ranking of students who have submitted applications to the Division of International Affairs will be determined based on their academic performance, from students who satisfy the application requirements of each scholarship. An internal interview of candidates may be conducted for recommendations for some scholarships.

(3) Notices to candidates for recommendations

Notices of selection results are given to candidates for recommendations via private messages sent through the Information System. In cases where candidates do not respond within a certain period after the Division of International Affairs has given notice, such candidates will be considered to have declined their recommendations. Make sure to periodically check the Information System.

*See the list of Scholarships from Page 76 onwards for which recommendations were made in AY2024.

However, the conditions for recommendations and the stipend may vary depending on the year.

3. External scholarships (through public offering)

Scholarships offered by external foundations to which students shall apply individually. For scholarships of which the Division of International Affairs has been notified, details on how to apply are posted in the information system. In addition, students themselves can collect scholarship information and apply. If you apply to a scholarship by yourself, report it to the Division of International Affairs.

* For the scholarships that called for applications in AY2024, see the list starting on Page 99.

However, the conditions for recommendations and the stipend may vary depending on the year.

4. Other

Some scholarships are for all students of Kansai University including privately-financed international students. Visit the Scholarship Support Group website (<https://www.kansai-u.ac.jp/scholarship/>).

○ Overall Process from Application for External Scholarships (Recommended by University) to Receipt of Such Financial Aid

国際部

推薦を希望する場合

私費外国人留学生

Division of International Affairs

If recommendation is desired

Privately-financed international students

①募集案内 インフォメーションシステムの個人伝言で奨学金の募集概要を連絡	(1) Notification of application guidelines Information provided via private message in the Information System
③選考 奨学金の条件および学業成績をもとに推薦順位を決定	(3) Selection Recommendation ranking will be determined based on scholarship requirements and students' academic performance.
④連絡 推薦候補者へ推薦決定の連絡	(4) Notification Notification of recommendation decision
⑤説明会 推薦候補者に対して、出願書類や今後の流れを説明	(5) Briefing Explanation of application procedure and flow for candidates

②登録 奨学金申請に必要な情報をフォームに入力する。	(2) Registration Fill in the form with information necessary for scholarship application.
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⑥推薦 出願書類を作成し、国際部を通じて奨学財団等へ提出	(6) Recommendation Preparation of application documents and submission to scholarship foundations, etc. through the Division of International Affairs
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⑦結果発表 インフォメーションシステムの個人伝言で奨学金の推薦結果を連絡	(7)Announcement of results Recommendation results are sent via private message in the Information System		⑧受給手続き 国際部を通じて、奨学金の受給に必要な口座情報や奨学財団等への御礼状を提出	(8)Receiving procedure Submission of necessary information such as bank information and sending of thank-you letters to scholarship foundations, etc. through the Division of International Affairs
受給開始			Start receiving scholarship money	
			⑨受給中 ・ 国際部にて在籍確認のサイン ・ 奨学財団等の行事参加、学習報告書の提出（奨学金の種類によって異なる）	(9)While receiving scholarship money ・ Sign to confirm enrollment in the Division of International Affairs ・ Participation in events held by scholarship foundations etc., and submission of study reports (depending on the kind of scholarship)
			⑩受給終了後 御礼状や報告書等を作成し、国際部を通じて奨学財団等へ提出	(10)After finishing receiving scholarship money Sending of thank-you letters to scholarship foundations, etc. through the Division of International Affairs

[Reference] List of Academic Year 2024 Scholarships

Here is a list of the scholarships for which recommendations and calls for applications were issued.

Matters such as eligibility requirements for recommendations and stipends from scholarships may vary depending on the academic year.

(1) Internal scholarships

私費外国人留学生入学前予約金

Pre-Enrollment Scholarship for Privately-financed International Students

奨学金額（円）	Stipend (yen)
入学年度、学部・研究科により異なる	Depends on the year of admission, faculty / graduate school
支給期間	Grant duration
1年間	1 year
対象資格	Eligibility requirements
・ 日本以外の国籍を有するもの ・ 学部・大学院（1年次） ※博士課程後期課程は原則として全員に給付する。 ・ 新入生のうち、学業成績が優秀でありながら経済的に就学困難なもの ・ 在留資格「留学」を有するもの	・ Students who have nationalities other than Japanese nationality ・ Undergraduate or graduate students (first year) * As a general rule, the all students in Doctoral course students will be paid. ・ Newly enrolling international students who have excellent academic record but have financial difficulties in attending school ・ Those who have the status of residence of "Student."
他の奨学金との併給可否	Permission for combination with other scholarships
学内奨学金：不可 学外奨学金：可	Internal scholarships: No External scholarships: Yes
対象者通知時期	Result announcement period
入学試験合格発表後	After entrance examination result announcement
2024年度 実績	Number of students who received this scholarship in AY2024
採用人数 学部：41名 大学院：56名	Number of recipients:41 undergraduate students/56 graduate students

※入学年度、学部・研究科により異なる	*Depends on the year of admission, faculty / graduate school
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私費外国人留学生奨学金

Scholarship for Privately Financed International Students

奨学金額（円）	Stipend (yen)
入学年度、学部・研究科により異なる	Depends on the year of admission, faculty / graduate school
支給期間	Grant duration
1年間	1 year
対象資格	Eligibility requirements
・日本以外の国籍を有するもの ・学部・大学院（2年次以上） ※博士課程後期課程は原則として全員に給付する。 ・2年次以上のうち、学業成績が優秀でありながら経済的に就学困難なもの ・在留資格「留学」を有するもの	・ Students who have nationalities other than Japanese nationality ・ Undergraduate or graduate students (second year or above) * As a general rule, the all students in Doctoral course students will be paid. ・ International students in their second year or above who have excellent academic record but have financial difficulties in attending school ・ Those who have the status of residence of "Student."
他の奨学金との併給可否	Permission for combination with other scholarships
学内奨学金：不可 学外奨学金：可	Internal scholarships: No External scholarships: Yes
対象者通知時期	Result announcement period
春学期：6月 秋学期：11月	Spring term: June Autumn term: November
2024年度 実績	Number of students who received this scholarship in AY2024
採用人数 学部：114名 大学院：106名	Number of recipients:114 undergraduate students/106 graduate students
入学年度、学部・研究科により異なる	Depends on the year of admission, faculty / graduate school

(2) External scholarships (available through university recommendation)

(公財) フジシール財団

(PIIF) Fuji Seal Foundation

奨学金額 (円)	Stipend (yen)
月額：100,000	Monthly amount:100,000
支給期間	Grant duration
2年間（2年目は継続審査あり）	2 years(Reviewed in the second year for continuity)
応募資格	Application requirements
・学部3年次 ・パッケージに関連のある分野を専攻する学生 （化学・機械・電気電子・パッケージデザイン・リベラルアーツ・マーケティングなど）	・ Undergraduate third year ・ Students majoring in academic fields related to packaging (chemistry, machinery, electricity and electronics, package design, liberal arts, marketing, etc.)
他の奨学金との併給可否	Permission for combination with other scholarships
給付型奨学金は併給不可	Cannot be combined with other scholarships that require no repayment
募集時期	Recruiting period
2月	February
2024年度 実績	Number of students who received this scholarship in AY2024
募集人数 1名	Number of students recruited:1 student
採用人数 1名	Number of recipients: 1 student

(公財) 西村奨学財団

Nishimura International Scholarship Foundation

奨学金額 (円)	Stipend (yen)
月額：130,000	Monthly amount:130,000
支給期間	Grant duration
学部・博士前期： 最短修業年限内（最長2年間） 博士後期： 最短修業年限内（最長3年間）	Undergraduate/ Master's course: within minimum period for completion of degree (maximum 2 years) Doctoral course: within minimum period for completion of degree (maximum 3 years)

応募資格	Application requirements
・ 南西アジア、東南アジア、東アジア諸国及び地域 ・ 学 部（3年次） 博士前期（1年次） 博士後期（1年次） ・ 大阪府内に住所を有するもの	・ Countries and regions in Southwest Asia, Southeast Asia and East Asia ・ Undergraduate (third year) Master's course (first year) Doctoral course (first year) ・ Students whose addresses are in Osaka Prefecture
他の奨学金との併給可否	Permission for combination with other scholarships
併給不可（学内奨学金は可）	Cannot be combined with other scholarships(Available to recipients of internal scholarships)
募集時期	Recruiting period
4月頃	Around April
2024年度 実績	Number of students who received this scholarship in AY2024
募集人数 学部1名・大学院1名	Number of students recruited: 1 undergraduate student /1 graduate student
採用人数 学部1名・大学院1名	Number of recipients: 1 undergraduate student /1 graduate student

滝崎記念アジア留学生奨学基金

Takizaki Memorial Trust

奨学金額（円）	Stipend (yen)
月額：50,000	Monthly amount:50,000
支給期間	Grant duration
最短修業年限内	Within minimum period for completion of degree
応募資格	Application requirements
・ アジア諸国 ・ 1年次 ・ 理工系の学部または大学院（令和7年度奨学生の採用を最後に募集停止）	・ Asian countries ・ First year ・ Undergraduate or graduate students who major in science and technology(Scholarship recruiting is stopped after the 2025 academic year)

他の奨学金との併給可否	Permission for combination with other scholarships
一部の学内奨学金のみ併給可	Permission for combination with on-campus scholarships
募集時期	Recruiting period
4月頃	Around April
2024年度 実績	Number of students who received this scholarship in AY2024
募集人数 2名	Number of students recruited:2 students
採用人数 大学院1名	Number of recipients:1 graduate student

朝鮮奨学会

The Korean Scholarship

奨学金額（円）	Stipend (yen)
学 部：月額25,000 博士前期：月額40,000 専門職：月額40,000 博士後期：月額70,000	Undergraduate: 25,000 yen per month Master's course: 40,000 yen per month Professional degree program: 40,000 yen per month Doctoral course: 70,000 yen per month
支給期間	Grant duration
1年間 ※継続応募者は個人応募可能	1 year * Recipients of this Scholarship who apply for the renewal of this Scholarship are allowed to individually submit applications.
応募資格	Application requirements
・韓国・朝鮮 ・学 部 30歳未満 大学院 40歳未満（法科大学院の未修コース、その他3年制修士課程は、2年次以上。） ※年齢は支給年度の4月1日時点	・ The Republic of Korea and North Korea ・ Undergraduate students: under 30 years of age Graduate students: under 40 years of age(Students in their second year or above who are enrolled in the standard course of the law school and other three-year master courses) * Age shall be as of April 1 of the academic year in which this Scholarship is to be granted
他の奨学金との併給可否	Permission for combination with other

	scholarships
可	Yes
募集時期	Recruiting period
4月頃	Around April
2024年度 実績	Number of students who received this scholarship in AY2024
募集人数 学部2名・大学院1名	Number of students recruited:2 undergraduate students/1 graduate student
採用人数 学部0名・大学院0名	Number of recipients:0 undergraduate student/0 graduate student

(公財) 山本猛夫記念奨学基金

(PIIF) Takeo Yamamoto Memorial Trust

奨学金額 (円)	Stipend (yen)
月額：30,000	Monthly amount:30,000
支給期間	Grant duration
最短修業年限内	Within minimum period for completion of degree
応募資格	Application requirements
・アジア諸国からの地域 ・学部	・ Students from Asian countries ・ Undergraduate
他の奨学金との併給可否	Permission for combination with other scholarships
可	Yes
募集時期	Recruiting period
4月頃	Around April
2024年度 実績	Number of students who received this scholarship in AY2024
募集人数 学部1名	Number of students recruited:1 undergraduate student
採用人数 学部1名	Number of recipients:1 undergraduate student

ナインティナイン・アジア留学生奨学基金

Ninety-nine Asian Student Scholarships Foundation

奨学金額 (円)	Stipend (yen)
月額：50,000	Monthly amount:50,000

支給期間	Grant duration
最短修業年限内 学 部 最長4年間 博士前期 最長2年間 博士後期 最長3年間	Within minimum period for completion of degree Undergraduate: maximum 4 years Master's course: maximum 2 years Doctoral course: maximum 3 years
応募資格	Application requirements
・ アジア諸国からの地域 ・ 理工系の学部または大学院 ・ 仕送り月額9万円以下	・ Students from Asian countries ・ Undergraduate or graduate students majoring in science or engineering ・ School expenses provided: less than 90,000 yen per month
他の奨学金との併給可否	Permission for combination with other scholarships
選考基準により可能な場合あり	Can be combined with other scholarships in some cases according to selection criteria
募集時期	Recruiting period
春採用：5月頃 秋採用：10月頃	Recipients selected in the spring term: Around May Recipients selected in the autumn term: Around October
2024年度 実績	Number of students who received this scholarship in AY2024
募集人数 大学院6名	Number of students recruited: 6 graduate students
採用人数 大学院6名	Number of recipients: 6 graduate students

(独) 日本学生支援機構 文部科学省外国人留学生学習奨励費 (入学前予約)

Monbukagakusho Honors Scholarship for Privately Financed International Students, offered by the Japan Student Services Organization (JASSO) (to be reserved before admission)

奨学金額 (円)	Stipend (yen)
月額：48,000	Monthly amount: 48,000
支給期間	Grant duration
1年間 (一部例外あり) ※秋採用は6ヶ月間	1 year (There are some exceptions.) * Six months for those who were admitted in autumn

応募資格	Application requirements
・ 日本以外の国籍を有するもの ・ 日本学生支援機構より予約決定通知を受けたもの ・ 学 部1年次 博士前期1年次 博士後期1年次	・ Students who have nationalities other than Japanese nationality ・ Notified the result by the Japan Student Services Organization (JASSO) ・ Undergraduate students first year Master's course first year Doctoral course first year
他の奨学金との併給可否	Permission for combination with other scholarships
可	Yes
募集時期	Recruiting period
2024年度 実績	Number of students who received this scholarship in AY2024
募集人数 なし	Number of students recruited:none
春採用 35名 秋採用 0名（学部）	Recipients selected in the spring term: 35 students Recipients selected in the autumn term: 0 student(undergraduate)

（独）日本学生支援機構 文部科学省外国人留学生学習奨励費（渡日前）

Monbukagakusho Honors Scholarship for Privately Financed International Students, offered by the Japan Student Services Organization (JASSO) (to be reserved before coming to Japan)

奨学金額（円）	Stipend (yen)
月額：48,000	Monthly amount:48,000
支給期間	Grant duration
1年間 （一部例外あり） ※秋採用は6ヶ月間	1 year (There are some exceptions.) * Six months for those who were admitted in autumn
応募資格	Application requirements
・ 日本以外の国籍を有するもの ・ 渡日せずに入試を受けたもの	・ Students who have nationalities other than Japanese nationality

・学部2～4年次 大学院	・ Students who took entrance examination out of Japan ・ Undergraduate students in the second to fourth years Graduate students
他の奨学金との併給可否	Permission for combination with other scholarships
可	Yes
募集時期	Recruiting period
2024年度 実績	Number of students who received this scholarship in AY2024
募集人数 なし	Number of students recruited:none
春採用 学部4名・大学院3名 秋採用 大学院4名	Recipients selected in the spring term: 4 undergraduate student/3 graduate student Recipients selected in the autumn term: 4 graduate students

(独) 日本学生支援機構 文部科学省外国人留学生学習奨励費 (就職促進教育)

Monbukagakusho Honors Scholarship for Privately Financed International Students, offered by the Japan Student Services Organization (Job seeking education)

奨学金額 (円)	Stipend (yen)
月額：48,000	Monthly amount:48,000
支給期間	Grant duration
1年間 (一部例外あり)	1 year (There are some exceptions.)
応募資格	Application requirements
・ 日本以外の国籍を有するもの ・ 留学生就職促進教育プログラム参加者 ・ 学部2～4年次 大学院	・ Students who have nationalities other than Japanese nationality ・ Participants of the international student job seeking education program ・ Undergraduate students in the second to fourth years Graduate students
他の奨学金との併給可否	Permission for combination with other

	scholarships
可	Yes
募集時期	Recruiting period
2024年度 実績	Number of students who received this scholarship in AY2024
募集人数 10名	Number of students recruited:10 students
春採用 10名	Recipients selected in the spring term: 10 students

(独) 日本学生支援機構 高度外国人材育成課程履修支援制度

Advanced International Human Resource Development Program Scholarship offered by the Japan Student Services Organization (JASSO)

奨学金額 (円)	Stipend (yen)
月額：20,000	Monthly amount:20,000
支給期間	Grant duration
1年間 (一部例外あり)	1 year (There are some exceptions.)
応募資格	Application requirements
・ 日本以外の国籍を有するもの ・ 留学生就職促進教育プログラム参加者 ・ 学部2～4年次 博士前期1年次	・ Students who have nationalities other than Japanese nationality ・ Participants of the international student job seeking education program ・ Undergraduate students in the second to fourth years Master's course first year
他の奨学金との併給可否	Permission for combination with other scholarships
可	Yes
募集時期	Recruiting period
4月頃	Around April
2024年度 実績	Number of students who received this scholarship in AY2024
募集人数 25名	Number of students recruited:25 students
春採用 25名	Recipients selected in the spring term: 25

	students
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(公財) 日本国際教育支援協会 JEES留学生奨学金 (修学)

JEES International Student Scholarships offered by Japan Educational Exchanges and Services (JEES) (Study Support)

奨学金額 (円)	Stipend (yen)
月額 : 40,000	Monthly amount:40,000
支給期間	Grant duration
最長2年間	Maximum 2 years
応募資格	Application requirements
・ 日本以外の国籍を有するもの ・ 学 部 (2年次以上) - 大学院	・ Students who have nationalities other than Japanese nationality ・ Undergraduate students (second year or above) - Graduate students
他の奨学金との併給可否	Permission for combination with other scholarships
併給可 (他から受ける奨学金等受給年額が60万円以下の場合)	Can be combined with other scholarships (who receive scholarships from other foundations valued at a total of 600,000 yen or less per year)
募集時期	Recruiting period
4月頃	Around April
2024年度 実績	Number of students who received this scholarship in AY2024
募集人数 2名	Number of students recruited:2 students
採用人数 1名	Number of recipients:1 student

北大阪振興奨学金

Kitaosaka Shinko Scholarship

奨学金額 (円)	Stipend (yen)
月額 : 30,000	Monthly amount:30,000
支給期間	Grant duration
1年間	1 year
応募資格	Application requirements

・台湾	・ Taiwan
他の奨学金との併給可否	Permission for combination with other scholarships
可	Yes
募集時期	Recruiting period
5月頃	Around May
2024年度 実績	Number of students who received this scholarship in AY2024
募集人数 3名	Number of students recruited: 3 students
採用人数 3名	Number of recipients:3 students

両袖清風奨学金

Ryoshuseifu Scholarship

奨学金額（円）	Stipend (yen)
月額：25,000	Monthly amount:25,000
支給期間	Grant duration
1年間	1 year
応募資格	Application requirements
・ 中国	・ China
他の奨学金との併給可否	Permission for combination with other scholarships
可	Yes
募集時期	Recruiting period
5月頃	Around May
2024年度 実績	Number of students who received this scholarship in AY2024
募集人数 学部1名・大学院1名	Number of students recruited:Undergraduate student: 1/Graduate student: 1
採用人数 学部1名・大学院1名	Number of recipients:Undergraduate student: 1/Graduate student: 1

市川国際奨学財団

Ichikawa International Scholarship Foundation

奨学金額（円）	Stipend (yen)
学 部：月額120,000 大学院：月額150,000	Undergraduate students: 120,000 yen per month Graduate students: 150,000 yen per month
支給期間	Grant duration
春採用：2年間 秋採用：1年間	Recipients selected in the spring term: 2 years Recipients selected in the autumn term: 1 year
応募資格	Application requirements
・アジア諸国からの地域 ・春：大学院（35歳未満） 秋：学部（30歳未満）	・ Students from Asian countries ・ Spring term: Graduate students (under 35 years of age) Autumn term: Undergraduate students (under 30 years of age)
他の奨学金との併給可否	Permission for combination with other scholarships
不可 (学内奨学金は可)	No (Available to recipients of internal scholarships)
募集時期	Recruiting period
春採用：1月 秋採用：7月	Recipients selected in the spring term: January Recipients selected in the autumn term: July
2024年度 実績	Number of students who received this scholarship in AY2024
募集人数 （春） 4名・（秋） 4名	Number of students recruited: (spring) 4 students /(autumn) 4 students
採用人数 （春） 2名・（秋） 2名	Number of recipients: (spring) 2 students /(autumn) 2 students

（公財）ロータリー米山記念奨学金

(PIIF) Rotary Yoneyama Memorial Foundation

奨学金額（円）	Stipend (yen)
学 部：月額100,000 大学院：月額140,000	Undergraduate students: 100,000 yen per month Graduate students: 140,000 yen per month
支給期間	Grant duration
最短修業年限内	Within minimum period for completion of degree
応募資格	Application requirements

・ 日本以外の国籍を有するもの ・ 学 部（3年次、4年次） 博士前期（1年次、2年次（3年コース）） 博士後期（2年次） ※応募時に45歳未満のもの	・ Students who have nationalities other than Japanese nationality ・ Undergraduate (third and fourth years) Master's course (first and second years(three-year course)) Doctoral course (second years) * Students under 45 years of age at the time of application
他の奨学金との併給可否	Permission for combination with other scholarships
併給不可 (学内奨学金年額576,000円未満は可)	Cannot be combined with other scholarships (Available to those who received less than 576,000 yen from internal scholarships)
募集時期	Recruiting period
8月頃	Around August
2024年度 実績	Number of students who received this scholarship in AY2024
募集人数 10名（千里山・高槻・高槻ミューズキャンパス） 3名（堺キャンパス）	Number of students recruited:10 students(Senriyama,Takatsuki,Takatsuki Muse Campus) Number of students recruited:3 students(Sakai Campus)
採用人数 学部3名・大学院3名	Number of recipients:Undergraduate student: 3/Graduate student: 3

（公財）平和中島財団

Heiwa Nakajima Foundation

奨学金額（円）	Stipend (yen)
学 部：月額120,000 大学院：月額150,000	Undergraduate students: 120,000 yen per month Graduate students: 150,000 yen per month
支給期間	Grant duration
1年間	1 year
応募資格	Application requirements
・ 日本以外の国籍を有するもの ※但し、応募時及び受給開始時に同一大学の	・ Students who have nationalities other than Japanese nationality

正規課程に在籍するもの	* When a student makes an application or starts to receive the Scholarship, the student must still be enrolled in the regular course of the same university.
他の奨学金との併給可否	Permission for combination with other scholarships
併給不可（授業料減免又はそれを目的とする 学内奨学金は可）	Cannot be combined with other scholarships (Permitted for tuition reduction or internal scholarships for that purpose)
募集時期	Recruiting period
9月頃	Around September
2024年度 実績	Number of students who received this scholarship in AY2024
募集人数 学部1名・大学院1名	Number of students recruited: Undergraduate student: 1/Graduate student: 1
採用人数 大学院1名	Number of recipients: Graduate student: 1

（公財）大塚敏美育英奨学財団

Otsuka Toshimi Scholarship Foundation

奨学金額（円）	Stipend (yen)
200万/年、150万/年もしくは100万/年 （財団選考委員会による評価に応じて決定）	2,000,000 yen per year, 1,500,000 yen per year, or 1,000,000 yen per year (Determined according to an assessment made by the Foundation's screening committee)
支給期間	Grant duration
1年間	1 year
応募資格	Application requirements
・ 日本以外の国籍を有するもの ・ 大学院生 満38歳以下 ※年齢は支給年度の4月1日時点 ・ 応募時点で滞日期間が7年を超えない人 ・ 経営学、工学（ただし医学・薬学に関連の深い分野に関する研究をしているもの）、データサイエンス（文系・理系を問わず医歯薬学・工学・経営学のいずれかの分野でデータサイエ	・ Students who have nationalities other than Japanese nationality ・ Students who are 38 years of age or younger as of April 1 of the academic year in which this Scholarship is to be granted ・ Those who have not lived in Japan for more than 7 years at the time of application ・ Majoring in business administration,

スに関する研究をしているもの) ・奨学期間中に合計40日以上（出発日を含む）日本を離れない人（交換留学・旅行・一時帰国含む） ・書類選考・面接・内定（3月中旬頃）・面接（2月頃の予定ですが、変更する場合もあり）・認定式（7月～8月頃の予定ですが、変更する場合もあり）の時点で必ず日本国内にいる人 ・標準修業年限内での修了が見込める人	engineering (research closely related to medicine or pharmacy) or data science (research in data science in the field of medicine, dentistry, pharmacy, engineering or business administration, regardless of whether they are in arts or science courses) ・ Not outside Japan for 40 days or more (including the departure date) during the scholarship grant period (including exchange study, travel, and visiting their home country) ・ In Japan during document screening, the primary interview and selection (mid-March), secondary interview (scheduled for Feb., subject to change), accreditation ceremony (scheduled for July or Aug., subject to change) ・ Expected to complete the course within the standard period
他の奨学金との併給可否	Permission for combination with other scholarships
不可	No
募集時期	Recruiting period
10月頃	Around October
2024年度 実績	Number of students who received this scholarship in AY2024
募集人数 大学院5名	Number of students recruited: Graduate student: 5
採用人数 大学院3名	Number of recipients: Graduate student: 3

（公財）大遊協国際交流・援助・研究協会

Daiyu-kyo Foundation of International Exchange, Assistance & Research

奨学金額（円）	Stipend (yen)
学 部：月額50,000 大学院：月額70,000	Undergraduate students: 50,000 yen per month Graduate students: 70,000 yen per month
支給期間	Grant duration
1年間（2年目以降は継続推薦書提出後、面談の	1 year(Renewal will be decided based on an

上決定)	interview after submitting a renewal recommendation form)
応募資格	Application requirements
・ 日本以外の国籍を有するもの ・ 学部（1年次）、大学院（1年次） ・ 大阪府内に住所を有するもの	・ Students who have nationalities other than Japanese nationality ・ Undergraduate (first year), Graduate (first year) ・ Students whose addresses are in Osaka Prefecture
他の奨学金との併給可否	Permission for combination with other scholarships
併給不可 (学内奨学金は可)	Cannot be combined with other scholarships(Available to recipients of internal scholarships)
募集時期	Recruiting period
9月頃	Around September
2024年度 実績	Number of students who received this scholarship in AY2024
募集人数 学部1名・大学院1名	Number of students recruited:Undergraduate student: 1/ Graduate student: 1
採用人数 学部1名	Number of recipients: Undergraduate student: 1

(公財) 寺浦さよ子記念奨学会

Teraura-Sayoko Memorial Scholarship Foundation

奨学金額（円）	Stipend (yen)
月額：100,000	Monthly amount:100,000
支給期間	Grant duration
1年間	1 year
応募資格	Application requirements
・ 日本以外の国籍を有するもの	・ Students who have nationalities other than Japanese nationality
他の奨学金との併給可否	Permission for combination with other scholarships
併給可	Can be combined with other scholarships
募集時期	Recruiting period

11月頃	Around November
2024年度 実績	Number of students who received this scholarship in AY2024
募集人数 2名	Number of students recruited:2 students
採用人数 学部1名・大学院1名	Number of recipients:Undergraduate student: 1/Graduate student: 1

(一財) 共立国際交流奨学財団奨学金

Kyoritsu International Foundation Scholarship

奨学金額 (円)	Stipend (yen)
月額：100,000	Monthly amount:100,000
支給期間	Grant duration
1 年間	1 year
応募資格	Application requirements
・アジア諸国 ・学部・博士課程（在籍残期間が最低1年以上のもの）	・ Asian countries ・ Undergraduate and Graduate students (whose remaining enrollment period is at least a year)
他の奨学金との併給可否	Permission for combination with other scholarships
併給不可	Cannot be combined with other scholarships
募集時期	Recruiting period
11月頃	Around November
2024年度 実績	Number of students who received this scholarship in AY2024
募集人数 学部1名・大学院1名	Number of students recruited:Undergraduate student: 1/Graduate student: 1
採用人数 0名	Number of recipients:0

(株) 共立メンテナンス奨学基金奨学金・ヤングスチール株式会社奨学金

Kyoritsu Maintenance Scholarship / Young Steel Scholarship

奨学金額 (円)	Stipend (yen)
月額：60,000	Monthly amount:600,000
支給期間	Grant duration
1年間	1 year
応募資格	Application requirements

・ アジア諸国 ・ 学部（在籍残期間が1年以上のもの） ・ 財団の判断で（一財）共立国際交流奨学財団奨学金が割り当てられることがある	・ Asian countries ・ Undergraduate students (whose remaining enrollment period is at least a year) ・ Kyoritsu International Foundation Scholarship may be granted in some cases depending on decisions made by the Kyoritsu International Foundation.
他の奨学金との併給可否	Permission for combination with other scholarships
他奨学金が月額5万円以下なら可	Can be combined with other scholarships in cases where the total of other scholarships is 50,000 yen or less per month
募集時期	Recruiting period
11月頃	Around November
2024年度 実績	Number of students who received this scholarship in AY2024
募集人数 1名	Number of students recruited:1 student
採用人数 1名	Number of recipients: 1 student

（公財）日本国際教育支援協会 豊田通商留学生奨学金

Toyota Tsusho Scholarship, offered by Japan Educational Exchanges and Services (JEES)

奨学金額（円）	Stipend (yen)
月額：100,000	Monthly amount:100,000
支給期間	Grant duration
在籍期間中最長2年間	Maximum 2 years during enrollment period
応募資格	Application requirements
・ 日本以外の国籍を有するもの （南アジア、東南アジア、アフリカ出身者を優先） ・ 学 部（3年次、4年次） 博士前期（1年次、2年次） 博士後期（1年次～3年次）	・ Students who have nationalities other than Japanese nationality (Priority for students from South Asian, Southeast Asian and African countries) ・ Undergraduate (third and fourth years) Master's course (first and second years) Doctoral course (first to third years)
他の奨学金との併給可否	Permission for combination with other scholarships

不可（貸与型奨学金、一時金は除く）	Cannot be combined with other scholarships (except for educational loans and lump-sum scholarships)
募集時期	Recruiting period
11月頃	Around November
2024年度 実績	Number of students who received this scholarship in AY2024
募集人数 2名	Number of students recruited:2 students
採用人数 未定	Number of recipients:TBD

（公財）安田奨学財団（一般枠）

Yasuda Scholarship Foundation (Common)

奨学金額（円）	Stipend (yen)
月額：100,000	Monthly amount:100,000
支給期間	Grant duration
3年間（最長）	Up to 3 years
応募資格	Application requirements
・学部（2年次） ・法学部・経済学部・商学部	・ Undergraduate (second year) ・ Faculty of Law, Faculty of Economics, Faculty of Business and Commerce
他の奨学金との併給可否	Permission for combination with other scholarships
不可 （（独）日本学生支援機構の奨学金は除く）	Cannot be combined with other scholarships (Excluding the scholarship from the Japan Student Services Organization)
募集時期	Recruiting period
12月頃	Around December
2024年度 実績	Number of students who received this scholarship in AY2024
募集人数 6名（各学部2名）	Number of students recruited:6 students(2 students / faculty)
採用人数 0	Number of recipients:0

SGH奨学財団

SGH International Scholarship Foundation

奨学金額（円）	Stipend (yen)
学 部：月額120,000 博士前期：月額120,000 博士後期：月額180,000	Undergraduate: 120,000 yen per month Master's course: 120,000 yen per month Doctoral course: 180,000 yen per month
支給期間	Grant duration
2年間	2 years
応募資格	Application requirements
・ASEAN（東南アジア諸国連合）加盟国 ・学部（3年次）27歳未満、博士前期（1年次）35歳未満、博士後期（2年次）35歳未満 ※年齢は支給年度の4月1日時点 ・春学期入学者	・ASEAN (Association of Southeast Asian Nations) countries ・Undergraduate (third year): under 27 years of age - Master's course (first year): under 35 years of age - Doctoral course (second year): under 35 years of age * Age shall be as of April 1 of the academic year in which this Scholarship is to be granted. ・Enrolled in the spring term
他の奨学金との併給可否	Permission for combination with other scholarships
不可	No
募集時期	Recruiting period
1月頃	Around January
2024年度 実績	Number of students who received this scholarship in AY2024
募集人数 学部1名・大学院3名	Number of students recruited: Undergraduate student: 1/Graduate student: 3
採用人数 0名	Number of recipients: 0

（公財）日本国際教育支援協会 石橋財団奨学金

Ishibashi Foundation Scholarship, offered by Japan Educational Exchanges and Services (JEES)

奨学金額（円）	Stipend (yen)
月額：150,000	Monthly amount: 150,000
支給期間	Grant duration

在籍期間中最長2年間	Maximum 2 years during enrollment period
応募資格	Application requirements
・ 日本以外の国籍を有するもの ・ 日本国内の大学院に入学するため、海外から出願する私費外国人留学生 ・ 美術史を専攻	・ Students who have nationalities other than Japanese nationality ・ Privately financed international students who submit applications from overseas in order to enter graduate schools at universities in Japan ・ Students majoring in art history
他の奨学金との併給可否	Permission for combination with other scholarships
併給可	Can be combined with other scholarships
募集時期	Recruiting period
春採用：12月頃 秋採用：3月頃	Recipients selected in the spring term: Around December Recipients selected in the autumn term: Around March
2024年度 実績	Number of students who received this scholarship in AY2024
募集人数 上限なし（採用は5名）	Number of students recruited: No limit (Five students accepted)
採用人数 0名	Number of recipients: 0

（公財）安田奨学財団（スポーツ枠）

Yasuda Scholarship Foundation (Sports)

奨学金額（円）	Stipend (yen)
月額：100,000	Monthly amount: 100,000
支給期間	Grant duration
最短修業年限内	Within minimum period for completion of degree
応募資格	Application requirements
・ 大学公認の運動部所属 （学部1年次、2年次、3年次）	・ Member of a sports club approved by the university (undergraduate first, second and third years)
他の奨学金との併給可否	Permission for combination with other scholarships

不可 ((独) 日本学生支援機構の奨学金は除く)	Cannot be combined with other scholarships (Excluding the scholarship from the Japan Student Services Organization)
募集時期	Recruiting period
2月頃	Around February
2024年度 実績	Number of students who received this scholarship in AY2024
募集人数 3名	Number of students recruited:3 students
採用人数 0名	Number of recipients:0

(公財) 食生活研究会

The foundation for Dietary Scientific Research

奨学金額 (円)	Stipend (yen)
100万円以内／年	Up to 1 million yen / year
支給期間	Grant duration
原則 1 年	1 year (in general)
応募資格	Application requirements
・食に関する人文科学及び自然科学等の勉学に取り組む海外からの留学生 (学部生・大学院生対象)	・ International students who are studying cultural science and natural science related to food (undergraduate and graduate students)
他の奨学金との併給可否	Permission for combination with other scholarships
国費以外の奨学金併給可	Permission for combination with other scholarships except national scholarships
募集時期	Recruiting period
7月頃	Around July
2024年度 実績	Number of students who received this scholarship in AY2024
募集人数 1名	Number of students recruited:1 student
採用人数 0名	Number of recipients:0

(3) External scholarships (available through public offering)

(公財) 日本国際教育支援協会 JEES留学生奨学金 (少数受入国)

JEES International Student Scholarships offered by Japan Educational Exchanges and Services

(JEES) (A few host countries)

奨学金額 (円)	Stipend (yen)
月額：50,000	Monthly amount:50,000
支給期間	Grant duration
推薦を受ける大学での在籍期間中最長2年間	Maximum 2 years during the period of enrollment at universities that recommend applicants
応募資格	Application requirements
・財団が指定する国籍 (少数受入国) ・受給期間が1年以上見込めるもの	・ Students of nationalities specified by the JEES (countries that send small numbers of students to Japan) ・ Students who are expected to continue to receive this scholarship for at least one year
他の奨学金との併給可否	Permission for combination with other scholarships
併給可 (他から受ける奨学金等受給年額合計が60万円以下のみ)	Can be combined with other scholarships (The total annual scholarship amount must be 600,000 yen or less)
募集時期	Recruiting period
4月頃	Around April

(公財) 日本国際教育支援協会 JEES 日本語修学支援奨学金

Japan Educational Exchanges and Services Foundation (JEES) Japanese Study Support Scholarships

奨学金額 (円)	Stipend (yen)
月額：50,000	Monthly amount:50,000
支給期間	Grant duration
在籍期間中最長2年間	Maximum of 2 years during the enrollment period
応募資格	Application requirements
・日本以外の国籍を有するもの ・協会指定年度に日本国内で実施した日本語能力試験N1またはN2を受験し、優秀な成績を修め、合格したもの	・ Students who have nationalities other than Japanese nationality ・ Those who took the N1 or N2 Japanese Language Proficiency Test (JLPT) within Japan and achieved excellent results and passed the

	exam in the specified year.
他の奨学金との併給可否	Permission for combination with other scholarships
併給可 (他から受ける奨学金等受給年額合計が60万円以下のみ)	Can be combined with other scholarships (The total annual scholarship amount must be 600,000 yen or less)
募集時期	Recruiting period
5月頃	Around May

(一社) 兵庫県台湾同郷会

Hyogo Prefecture Taiwan Association

奨学金額 (円)	Stipend (yen)
年額 : 120,000	Annual amount : 120,000
支給期間	Grant duration
1年間	1 year
応募資格	Application requirements
・大学・大学院に在籍する台湾出身の学生 (国籍を問わない)	・ Registered undergraduate and graduate students from Taiwan (regardless of nationality)
他の奨学金との併給可否	Permission for combination with other scholarships
—	—
募集時期	Recruiting period
7月頃	Around July

(公財) 日本台湾交流協会

Japan - Taiwan Exchange Association

奨学金額 (円)	Stipend (yen)
博士前期・専門職 : 144,000/月 博士後期 : 145,000/月 基本月額に加え、特定の地域で修学・研究するものに対して月額2,000円又は3,000円支給	Master's courses, professional degree programs: 144,000 yen per month Doctoral courses: 145,000 yen per month Grant of 2,000 yen or 3,000 yen per month to students who pursue study and research in certain areas in addition to basic monthly stipend
支給期間	Grant duration
最短修業年限内	Within minimum period for completion of degree

応募資格	Application requirements
・台湾 ・博士前期課程、専門職学位課程、博士後期課程 35 歳未満	・ Taiwan ・ Master's courses, professional degree programs, and doctoral courses: under 35 years of age
他の奨学金との併給可否	Permission for combination with other scholarships
併給可	Can be combined with other scholarships
募集時期	Recruiting period
8月頃	Around August

(公財) ライト工業みらい奨学基金

(PIIF) Raito Kogyo Scholarship

奨学金額 (円)	Stipend (yen)
月額：70,000	Monthly amount:70,000
支給期間	Grant duration
最短修業年限	Minimum period for completion of degree
応募資格	Application requirements
・ベトナム ・大学院 ・博士前期課程に進学予定の学部4年生 ・理工系分野 ・財団が指定する大学出身者	・ Viet Nam ・ Graduate students ・ 4th year undergraduate students who will go on to a Master's course ・ Students in the department of science and technology ・ Graduates of universities specified by the foundation
他の奨学金との併給可否	Permission for combination with other scholarships
JASSO・自治体からの奨学金・進学後の学内奨学金は併給可 民間奨学金（財団や企業や団体）は併給不可	Can be combined with scholarships from JASSO or governments and internal scholarships after enrollment Cannot be combined with private scholarships (from foundations, companies or organizations)
募集時期	Recruiting period
9月頃	Around September

(公財) 佐藤陽国際奨学財団

Sato Yo International Scholarship Foundation

奨学金額 (円)	Stipend (yen)
学 部 月 額 : 180,000 大学院 月 額 : 200,000	Undergraduate students: 180,000 yen per month Graduate students: 200,000 yen per month
支給期間	Grant duration
2年間	2 years
応募資格	Application requirements
・ ASEAN (東南アジア諸国連合) 加盟国・南西アジア諸国、東ティモール ・ 春 学部 (編入生) ・ 博士前期 (新1年生) ・ 博士後期 (新1年生) ・ 秋 学部生 (応募時に 2 年生以上の者及び編入が確定している者) ・ 大学院生 (大学院に在籍している者及び入学が決定している者) (受給開始後の課程修業期間が1年以上であること)	・ ASEAN (Association of Southeast Asian Nations) countries and Southwest Asian countries, Democratic Republic of Timor-Leste ・ Spring term Undergraduate (Transferred students)/ Master's course (New 1st year students)/Doctoral course (New 1st year students) ・ Autumn term Undergraduate students (those in second year or above at the time of application, or whose transfer has been confirmed) - Graduate students (Those enrolled in graduate school or who have been accepted for admission) (The period for completion of degree after the start of receiving scholarship must be one year or more)
他の奨学金との併給可否	Permission for combination with other scholarships
併給不可 (貸与奨学金は除く)	Cannot be combined with other scholarships (except for educational loans)
募集時期	Recruiting period
前期 : 11月頃 後期 : 7月頃	First semester: Around November Second semester: Around July

(公財) 岩谷直治記念財団 岩谷国際留学生奨学助成

Iwatani International Scholarship, offered by the Iwatani Naoji Foundation

奨学金額 (円)	Stipend (yen)
月額：150,000	Monthly amount:150,000
支給期間	Grant duration
最長2年間	Maximum 2 years
応募資格	Application requirements
・中国・韓国・モンゴル・台湾・カンボジア・インドネシア・ラオス・マレーシア・ミャンマー・フィリピン・シンガポール・タイ・ベトナム ・博士課程前期課程30歳未満 博士課程後期課程35歳未満 ・自然科学系及び関連する学際分野（工学、理学および農学の全般）	・ China, the Republic of Korea, Mongolia, Taiwan, Cambodia, Indonesia, the Lao PDR, Malaysia, Myanmar, the Philippines, Singapore, Thailand, and Viet Nam ・ Master's course, under 30 years of age Doctoral course, under 35 years of age ・ Natural sciences and related academic fields (engineering, science, and agricultural science in general)
他の奨学金との併給可否	Permission for combination with other scholarships
併給不可（学内奨学金月額10万円未満は併給可）	Cannot be combined with other scholarships(Combination is permitted if the school scholarship amount is less than 100,000 yen / month)
募集時期	Recruiting period
12月頃	Around December

(一財) アジア国際交流奨学財団 川口静記念奨学金

Kawaguchi Shizu Memorial Scholarship, offered by the Asian Foundation for International Scholarship Interchange

奨学金額 (円)	Stipend (yen)
学 部 月額：60,000 博士前期 月額：60,000 博士後期 月額：70,000	Undergraduate students: 60,000 yen per month Students in master's courses: 60,000 yen per month Students in doctoral courses: 70,000 yen per month
支給期間	Grant duration

1 年間	1 year
応募資格	Application requirements
・ アジア諸国 ・ 学部 30歳未満（※応募時の年齢） 大学院生 35歳未満（※応募時の年齢） ・ TOPJ 上級C レベル以上（JLPT 不可）	・ Asian countries ・ Undergraduate students: Under 30 years of age (* Age at the time of application) Graduate students: Under 35 years of age (* Age at the time of application) ・ TOPJ upper grade level C or higher (JLPT is not accepted)
他の奨学金との併給可否	Permission for combination with other scholarships
併給不可	Cannot be combined with other scholarships
募集時期	Recruiting period
1月頃	Around January

（公財）大塚敏美育英奨学財団

Otsuka Toshimi Scholarship Foundation

奨学金額（円）	Stipend (yen)
200万/年、150万/年もしくは100万/年 （財団選考委員会による評価に応じて決定）	2,000,000 yen per year, 1,500,000 yen per year, or 1,000,000 yen per year (Determined according to an assessment made by the Foundation's screening committee)
支給期間	Grant duration
1年間 ただし継続申請を認める	1 year However, recipients are allowed to apply for a renewal of their scholarships.
応募資格	Application requirements
・ 日本以外の国籍を有するもの ・ 支給年度の4月1日時点で満38歳以下 ・ 医学・薬学・生物学・栄養学・体育学・工学および経営学	・ Students who have nationalities other than Japanese nationality ・ Students who are 38 years of age or younger as of April 1 of the academic year in which this Scholarship is to be granted ・ Medicine, pharmacology, biology, nutrition, physical education, engineering and business administration

他の奨学金との併給可否	Permission for combination with other scholarships
併給可 ただし、併給の場合は50万円/年	Can be combined with other scholarships. However, the amount is 500,000 yen per year when you combine with other scholarships.
募集時期	Recruiting period
3月頃	Around March

(公財) イノアック国際教育振興財団

INOAC International Education and Scholarship Foundation

奨学金額 (円)	Stipend (yen)
月額 : 50,000 (最大支給額120万円)	Monthly amount:50,000 (Maximum 1.2 million yen)
支給期間	Grant duration
最長2年間	Maximum 2 years
応募資格	Application requirements
日本以外の国籍を有するもの	Students who have nationalities other than Japanese nationality
他の奨学金との併給可否	Permission for combination with other scholarships
併給不可	Cannot be combined with other scholarships
募集時期	Recruiting period
10月頃	Around October

(公財) 似鳥国際奨学財団

Nitori International Scholarship Foundation

奨学金額 (円)	Stipend (yen)
月額 : 50,000 【優秀者】月額1～3万円追加支給	Monthly amount:50,000 Excellent students: an extra 10,000 - 30,000 yen / month will be paid
支給期間	Grant duration

1年間	1 year
応募資格	Application requirements
・ 日本以外の国籍を有するもの ・ 学部生は24歳以下、大学院生は26歳以下 ・ 日本語による意思伝達が可能な者（日本語能力検定N 3 以上を目安とする） ・ 入学から現在までの成績がGPA2.5以上（4.0点満点）	・ Students who have nationalities other than Japanese nationality ・ Undergraduate students: Up to 24 years old, Graduate students: Up to 26 years old ・ Those who can communicate in Japanese (Japanese Language Proficiency Test N3 or higher) ・ Academic results of GPA 2.5 or higher (score out of 4.0)
他の奨学金との併給可否	Permission for combination with other scholarships
給付型奨学金併給不可 貸与型奨学金併給	Cannot be combined with a grant scholarship Combination with a scholarship loan is possible
募集時期	Recruiting period
上期：10月頃 下期：3月頃	First semester: Around October Second semester: Around March

Responding to Emergencies

What to do in case of a traffic accident

Follow traffic rules when using automobiles, motorcycles, or bicycles.

Any of you could be a victim or perpetrator of a traffic accident at any time.

If you face a traffic accident, thoroughly fulfill your responsibilities.

Procedure in case of a traffic accident

(1) Exchange contact information

Victims and perpetrators should exchange names, addresses, contact information, and car registration numbers and write them down.

* If there are eyewitnesses, ask for their cooperation, get their names, addresses, and contact information, and write them down.

(2) Call the police

Call the police by phone (just dial 110; no area code is necessary). The police will come and conduct an on-the-spot inspection. The investigation report provided by the police proves the occurrence of the accident and will be important material in determining who is responsible for the accident.

(3) Call for an ambulance

If someone is injured, immediately call for an ambulance by phone (just dial 119; no area code is necessary). Even if it does not seem like a serious injury at first, the pain could get worse as time passes or there could be after-effects.

Even if there are no apparent injuries, victims must go to the hospital to have a checkup and treatment.

* It is the perpetrator's responsibility to perform rescue activities

(4) Issuance of a Traffic Accident Certificate

Receive a Traffic Accident Certificate after reporting the accident at a police station. It will prove that you were in an accident. You can apply for a Certificate at facilities including Japan Safe Driving Center (<https://www.jsdc.or.jp>), and non-life insurance companies (mutual benefit associations).

(5) Notify insurance companies

In order to handle the accident smoothly, call your insurance company as soon as possible if you have purchased any insurance. Then explain the details of the accident.

Negotiation for compensation for damages

Once first aid, including medical treatment, has been completed, the victim(s) and perpetrator(s) are to negotiate about treatment costs and compensation for damages within a few days. Since these negotiations are very complex for both parties, it is recommended that you consult with Nichibenren Traffic Accident Consultation Center (<https://www.n-tacc.or.jp>).

What to do in case of an earthquake or fire

In case of an earthquake

(1) First of all, keep yourself safe until the tremors end!

- Move away from dangerous objects (glass etc.) and objects such as lockers and vending machines that might fall down, and hide beneath a desk or other similar piece of furniture, and hold onto its legs. Protect your head in particular.
 - * If it is difficult to hide beneath a desk, crouch down lower than a desk and protect your head.
 - * If you can find no place to hide, move to a place where you see that there is a smaller risk of falling objects and wait until the tremors stop, while protecting your head using an item such as a bag.
 - Stay indoors until the tremors stop. Never rush outdoors.
 - * If there is no threat of building collapse or fire, the general rule is to remain in the building.
 - Promptly check power outlets and gas taps to prevent fires.
 - To prevent broken glass from being scattered, close any curtains if possible.
 - If you are in an elevator, stay inside until the tremors stop.
 - * Even if the elevator makes an emergency stop when an earthquake occurs, eventually the doors will open on the nearest floor using auxiliary power.
- So stay calm and evacuate. If it does not work, call for help with the emergency button or intercom.

(2) Ensure that the tremors have ended, act calmly, and evacuate.

- Open doors and windows to secure an evacuation (escape) path.

- Follow instructions given by teachers, staff members, and emergency public announcements.
Act calmly while watching out for aftershocks.
- * Panicking might cause unpredictable secondary disasters. Keep in mind: “No pushing, no running, no talking, and no returning,” and act calmly.
- If a fire breaks out, stay calm and extinguish the fire. If it is difficult to extinguish, however, immediately leave the area.
- Take only absolutely necessary items such as your wallet when you evacuate. You must leave behind any large bags, which could become obstacles during evacuation. (See Pages 112 – 119 for information on evacuation shelters.)
- Take stairs to evacuate. Do not use elevators or escalators.

(3) Confirm the safety of your surroundings and gather information after evacuation.

- Let teachers or staff members know about people who have failed to escape or are missing.
- Use Disaster Emergency Message Dial and the Disaster Message Board to confirm the safety of your family members and relatives.
- Gather information through TV, radio, and your mobile phone.
- * There occasionally is false information on SNSs such as X(FormerlyTwitter) and Facebook.
Be careful not to be misled by such false and wrong information!!
- Provide first aid treatment for others' injuries until a doctor arrives. (See Pages 112 – 119 for AED locations.)
- Do not try too hard to go home. Stay at the university or shelter.

(4) Notify the university of your safety.

- Notify the university of your safety status through the Information System or a Safety Confirmation Sheet, depending on the damage situation.

If you're outdoors when an earthquake occurs

[On athletic fields or in a gym]

- Gather in the center of the field/gym while watching out for falling objects.
Cover your head with an item such as a bag and crouch down.
- Move away from objects such as buildings and vending machines that may collapse or fall down.

[At the seaside]

- Immediately evacuate to a hill and check for tsunami warnings and other warnings.
- Stay on the hill until the warnings are lifted. Keep away from the seaside.

[On a train]

- Firmly hold onto the assist straps or handrails with both hands.
- Do not arbitrarily get off the train, even when the train stops between stations.

Follow the instructions given by the train conductors and act calmly.

[When driving an automobile]

- Take the wheel firmly and gradually slow down.
- Pull the automobile off to the left side of the road and stop the engine.
- Check the situation of your surroundings and gather information through your radio.
- Leave the automobile unlocked and evacuate on foot. (Try not to use the automobile for transportation.)

In case of a fire

(1) Notify others of the fire

- Do not try to extinguish the fire by yourself even if it is small. Notify others of the fire in a loud voice, saying, “KAJI DA” (“Fire!”) and ask for help.
- If it is difficult to make your voice loud, let others know about the emergency by hitting an object such as a bucket very hard.
- Set off a fire alarm or an emergency bell if one is available.

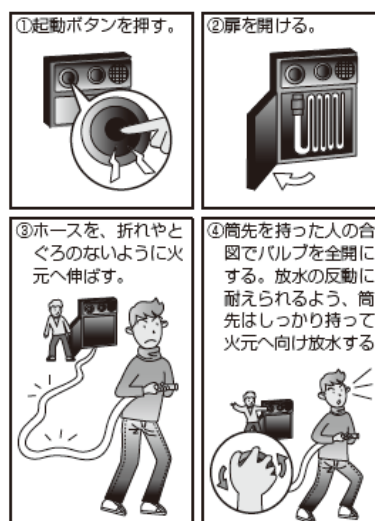
(2) Make initial efforts to extinguish the fire

- Extinguish the fire while it is still small.

消火器の使い方



消火栓の使い方



消火器の使い方	How to use a fire extinguisher
①安全ピンに指をかけ、上へ引き抜き	(1) Put a finger through the safety pin and pull up to remove it.

②ホースをはずして火元へ向け	(2) Unclip the hose and point it at the fire.
③ホースを持ったままレバーを強く握って火元へ吹きかける。	(3) Grip the lever firmly as you are holding the hose and spray toward the fire.
消火栓の使い方	How to use a fire hydrant
①起動ボタンを押す。	(1) Push the start button.
②扉を開ける。	(2) Open the door.
③ホースを、折れやとぐろのないように火元へ伸ばす。	(3) Extend the hose toward the fire while preventing the hose from coiling or folding.
④筒先を持った人の合図でバルブを全開にする。放水の反動に耐えられるよう、筒先はしっかり持って、火元へ向け放水する。	(4) After receiving a signal from the person who is holding the nozzle, fully open the valve. That person should hold the nozzle firmly to withstand the recoil and discharge water onto the fire.

* If you cannot find a fire extinguisher or water...

Fire ignites when three conditions are met: "air (oxygen)," "combustibles," and "high temperature." Covering the fire with incombustible material to block the air and removing combustible material from the fire can prevent the fire from growing.

- Your initial efforts to extinguish the fire should be finished in three minutes. If the fire is not extinguished in three minutes or it becomes high enough to reach the ceiling, evacuate immediately.

(3) On evacuation

- Just run quickly. Do not worry about your clothes and belongings.
- In fact, smoke is more dangerous than fire during evacuation. Keep your head as low as possible and cover your mouth with an item such as a handkerchief or towel, so that you won't breathe in the smoke.

Disaster management information

In the event of a disaster, it is important to act calmly based on accurate information.

Pay attention to information on disaster management on a daily basis, as well as when disasters are imminent.

Cabinet Office, Government of Japan Helpful Apps and Websites in the Event of Disaster
(Multilingual)

<http://www.bousai.go.jp/kokusai/web/index.html>

Japan Meteorological Agency Multilingual Information on Disaster Mitigation

<https://www.jma.go.jp/jma/kokusai/multi.html>

Multilingual disaster information app Safety tips Under the supervision of the Japan Tourism Agency

https://www.mlit.go.jp/kankocho/seisaku_seido/kihonkeikaku/jizoku_kankochi/ankenkakuho/inbound/tool.html

Osaka Prefecture Osaka Disaster Prevention Net

<http://www.osaka-bousai.net/pref/index.html>

Campus Map

千里山キャンパス	
凧風館 1 F ・ 学生生活支援グループ ・ 奨学支援グループ ・ ボランティア活動支援グループ	RINPUKAN, 1F - Student Support Group - Scholarships and Financial Assistance Group - Volunteer Activities Support Group
誠之館 2 号館 1 F ・ ボランティアステーション ・ 落とし物コーナー	SEISHIKAN 2, 1F - Volunteer station - Lost and found
新凧風館 1 F ・ スポーツ振興グループ	SHIN-GAIFUKAN, 1F - Sports Promotion Group
第 4 学舎 1 号館 2 F ・ キャリアセンター理工系事務室	Faculty Complex 4, Bldg. 1, 2F - Career Center for Science and Engineering
円神館 ・ I Tセンター	ENSHINKAN - Information Technology Center
第 2 学舎 1 号館 A 棟 1 F ・ 教務センター ・ 教職支援センター 2 F ・ 国際部	Faculty Complex 2, Bldg. 1, Wing A, 1F - Center for Academic Affairs - Center for Educational Affairs Support 2F - Division of International Affairs
総合図書館	General Library
新関西大学会館 北棟 1 F ・ 学生相談・支援センター	SHIN-KANSAIDAIGAKU-KAIKAN, North Bldg. 1F - Student Counseling and Support Center

3 F ・キャリアセンター事務室 ・キャリアカウンセリングルーム ・キャリアデザインラボ 4 F ・保健管理センター ・心理相談室	3F - Career Center Office - Career Counseling Room - Career Design Lab 4F - Medical Center - Psychological Consultation Office
指定駐輪場	Designated parking area for bicycles
避難場所	Evacuation shelter
AED 設置場所	AED location
第1学舎1号館1階 授業支援ステーション前 第1学舎5号館1階 エレベーターホール内 第2学舎1号館1階 エントランスホール内 第2学舎2号館1階 エントランスホール内 第3学舎1号館1階 講師控室前 第3学舎3号館2階 エレベーターホール入口 第4学舎1号館1階 女子トイレ前 第4学舎2号館研究棟B1階 エレベーター前	Faculty Complex 1, Bldg. 1, 1F: In front of class support station Faculty Complex 1, Bldg. 5, 1F: In elevator hall Faculty Complex 2, Bldg. 1, 1F: In entrance hall Faculty Complex 2, Bldg. 2, 1F: In entrance hall Faculty Complex 3, Bldg. 1, 2F: In front of instructors' lounge Faculty Complex 3, Bldg. 3, 2F: Elevator hall entrance Faculty Complex 4, Bldg. 1, 1F: In front of ladies restroom Faculty Complex 4, Bldg. 2, Research Wing, B1F: In front of elevator
第4学舎3号館1階 エントランスホール内 第4学舎第1実験棟1階 入口横 第4学舎第5実験棟1階 入口 以文館1階 ラウンジ横 尚文館3階 エントランスホール内	Faculty Complex 4, Bldg. 3, 1F: In entrance hall Faculty Complex 4, Lab Bldg. 1, 1F: Next to entrance Faculty Complex 4, Lab Bldg. 5, 1F: Entrance IBUNKAN, 1F: Next to the lounge SHOBUNKAN, 3F: In entrance hall

総合研究室棟 1 階	エントランス内	Inter-Departmental Research and Development Building, 1F: In entrance
中央グラウンド	入口横	Central grounds: Next to entrance
新凱風館 1 階	エレベーター横	SHIN-GAIFUKAN, 1F: Next to elevator
KAISERS BASEBALL FIELD	トイレ入口横	KAISERS BASEBALL FIELD: Next to the entrance to the restrooms
千里山中央体育館 1 階	事務室入口横	Senriyama Central GYM, 1F: Next to the office entrance
千里山東体育館 2 階	アリーナ入口横	Senriyama Central GYM, 2F: Next to the entrance to the arena
凜風館 1 階	エレベーター前	RINPUKAN, 1F: In front of elevator
総合図書館 1 階	入口横	General Library, 1F: Next to entrance
I T センター 4 階	受付横	Information Technology Center, 4F: Next to reception
誠之館 3 号館新館 1 階	エレベーター前	SEISHIKAN 3, New bldg. 1F: In front of elevator
新関西大学会館北棟 4 階	保健管理センター内	SHIN-KANSAIDAIGAKU-KAIKAN, North Bldg. 4F: In Medical Center
新関西大学会館南棟 1 階	インフォメーション内	SHIN-KANSAIDAIGAKU-KAIKAN, South Bldg., 1F: In Information Desk
関西大学会館 1 階	受付横	KANSAIDAIGAKU-KAIKAN, 1F: Next to reception
100周年記念会館 1 階	プール入口	Centenary Memorial Hall, 1F: Pool entrance
100周年記念会館 2 階	ホール入口	Centenary Memorial Hall, 2F: Hall entrance
イノベーション創生センター 1 階事務室前		Center for Innovation & Creativity 1F: In front of the office
第一中学校	プール入口	Dai-ichi Junior High School: Pool entrance
秀麗館（体育館）	エントランス入口外	SHUREIKAN (GYM): Outside of the entrance
第一高等学校校舎 1 号館 2 階	購買部前	Dai-ichi Senior High School Building #1, 2F: In front of the school store
第一高等学校校舎 1 号館西側	入口	West side of Building #1 of Dai-ichi Senior High School:
幼稚園	給湯室横	Entrance

秀麗寮 入口	Kindergarten, next to the hot water supply room Shurei-ryo: Entrance

千里山キャンパス窓口一覧	List of support counters on Senriyama Campus
教務センター [履修・成績・学籍関係窓口] TEL : 06-6368-1148 •カリキュラム •試験・成績 •休学や復学などの相談及び 手続 •学生相談	Center for Academic Affairs [Support counter for course registration, transcripts, and school registration] Phone: 06-6368-1148 - Curriculum - Exams and transcripts - Counseling and procedures for taking leave from and returning to the university - Student counseling
[庶務関係窓口] TEL : 06-6368-1151 •学生証・在籍確認票再発行 •住所変更等	[Support counter for general affairs] Phone: 06-6368-1151 - Student IDs / reissuance of enrollment confirmation slips - Changes of address
教職支援センター [教職・証明書関係窓口] TEL : 06-6368-0889 •教職等資格取得課程 •証明書	Center for Educational Affairs Support [Counter for matters related to educational affairs and certificates] Phone: 06-6368-0889 - Teaching courses and other qualification courses - Certificates
学生相談・支援センター TEL : 06-6368-1373 •総合相談窓口 •障がいのある学生に対する修学支援窓口	Student Counseling and Support Center Phone: 06-6368-1373 - Support counter for comprehensive counseling - Support counter for academic support for students with physical challenges
心理相談室 TEL : 06-6368-0278 •心理相談	Psychological Counseling Office Phone: 06-6368-0278 - Psychological counseling
国際部 [留学を希望する学生] TEL : 06-6368-1174 •留学情報の提供・相談 [海外からの留学生] TEL : 06-6368-0178 •外国人留学生の支援 [国際学生寮]	Division of International Affairs [Students who want to study abroad] Phone: 06-6368-1174 - Provision of information on studying abroad and associated consultation [International students]

•入寮募集及び管理	Phone: 06-6368-0178 - International student support [International student dormitory] - Recruitment and management of dormitories
キャリアセンター事務室（全学生対象） TEL : 06-6368-0162 キャリアセンター理工系事務室（理工系学生対象） TEL : 06-6368-0253 •進路や就職、インターンシップ、キャリアプランニングに関する相談 •求人情報、会社情報の閲覧 •学内有料講座（公務員試験、簿記・会計系、司法試験予備試験）の相談・申込み 等	Career Center Office (for all students) Phone: 06-6368-0162 Career Center Office for Science and Engineering (for science and engineering students) Phone: 06-6368-0253 - Counseling on careers, job seeking, internships, and career planning - Access to information on job offers, companies - On-campus paid lectures (civil service exam, bookkeeping / accounting, bar exam pretest) counseling and application etc.
総合図書館 [メインカウンター] TEL : 06-6368-0266 •図書館利用	General Library [Main Counter] Phone: 06-6368-0266 - Use of library
学生生活支援グループ TEL : 06-6368-0157 •クラブ・サークル活動 •学生相談 •その他学生の福利厚生	Student Support Group Phone: 06-6368-0157 - Club activities - Student counseling - Other affairs including students' welfare
奨学支援グループ TEL : 06-6368-0255 •奨学金	Scholarships and Financial Assistance Group Phone: 06-6368-0255 - Scholarships
ボランティア活動支援グループ TEL : 06-6368-1229 •ボランティア活動 •ピア・サポート活動	Volunteer Activities Support Group Phone: 06-6368-1229 - Volunteer activities - Peer support activities
スポーツ振興グループ TEL : 06-6368-0254 •体育会のクラブ活動	Sports Promotion Group Phone: 06-6368-0254 - Athletic association club activities
I Tセンター [パソコン相談コーナー] TEL : 06-6368-1275	Information Technology Center [PC consultation service]

•パソコン、プリンタ、無線LAN 等の利用・相談	Phone: 06-6368-1275 - Consultation about the use of PCs, printers, wireless LAN, etc.
保健管理センター TEL : 06-6368-1175 •診療 •健康相談	Medical Center Phone: 06-6368-1175 - Medical exams - Health counseling
出納課分室 TEL : 06-6368-0220 •学費に関すること	Accounting section annex Phone: 06-6368-0220 - Matters related to academic fees

高槻キャンパス	
高槻キャンパス窓口一覧	List of support counters on Takatsuki Campus
高槻オフィス TEL : 072-690-2151 •履修・成績・学籍等 •学生生活 •奨学金 •出納	Takatsuki Office Phone: 072-690-2151 - Course registration, transcripts, and school registration - Student life - Scholarships - Cashier
A 棟 1 F ・高槻オフィス	Bldg. A, 1F - Takatsuki Office
K 棟 1 F ・保健室 ・心理相談室 ・キャリアセンター高槻キャンパス分室	Bldg. K, 1F - Infirmary - Psychological consultation office - Takatsuki Campus Branch Office of Career Center
指定駐輪場	Designated parking area for bicycles
避難場所	Evacuation shelter
AED 設置場所	AED location
高槻キャンパス A棟 1 階 高槻オフィス K棟 1 階 保健室横	Takatsuki Campus Bldg. A, 1F: Takatsuki Office Bldg. K, 1F: Next to Infirmary

G棟 体育館 1 階通路 アイスアリーナ管理棟1階 受付入口 高岳館 1 階ホール	Bldg. G: Walkway on 1F of GYM Ice Arena Office Building, 1F: Entrance to reception KOUGAKUKAN, 1F: Hall
堺キャンパス A棟 1 階 保健室横 プール準備室 体育館 2 階 アリーナ入口 B棟 2 階 図書館前 体験学習エリア南側	Sakai Campus Bldg. A, 1F: Next to Infirmary Locker rooms for pool GYM, 2F: entrance to the arena Bldg. B, 2F: In front of library South side of Experiential Learning Area
高槻ミュージックキャンパス 西館 2 階 インフォメーションセンター 西館 9 階 ミュージック保健センター 西館12階 共同研究室 東館 1 階 エントランス前 東館 1 階 初等部保健室 東館 9 階 中等部・高等部保健室 東館12階 地学・安全科学教室 北館 2 階 武道場 北館 3 階 プール監視室 北館 4 階 アリーナ 北門守衛所 西門守衛所	Takatsuki Muse Campus West Bldg., 2F: Information Desk Center West Bldg., 9F: Muse Medical Center West Bldg., 12F: Common lab East Bldg., 1F: In front of entrance East Bldg., 1F: Elementary school infirmary East Bldg., 9F: Junior high and senior high school infirmary East Bldg., 12F: Classroom for geoscience and safety science North Bldg., 2F: Martial arts GYM North Bldg., 3F: Monitoring room for pool North Bldg., 4F: Arena North gate guardhouse West gate guardhouse

高槻ミュージックキャンパス	
西館 9 F ・ ミュージック保健センター ・ 心理相談室	West Bldg., 9F - Muse Medical Center - Psychological consultation office
西館 3 F	West Bldg., 3F

・キャリアセンター 高槻ミューズキャンパス分室	- Takatsuki Muse Campus Branch Office of Career Center
西館 2F ・ミューズオフィス	West Bldg., 2F - Muse Office
高槻ミューズキャンパス窓口一覧	List of support counters on Takatsuki Muse Campus
ミューズオフィス TEL : 072-684-4000 ・履修・成績・学籍等 ・学生生活 ・奨学金 ・出納	Muse Office Phone: 072-684-4000 - Course registration, transcripts, and school registration - Student life - Scholarships - Cashier

堺キャンパス	
A棟 2F ・キャリアセンター堺キャンパス分室	Bldg. A, 2F - Sakai Campus Branch Office of Career Center
A棟 1F ・保健室 ・心理相談室 ・堺キャンパス事務室	Bldg. A, 1F - Infirmary - Psychological consultation office - Sakai Campus Administration Office
堺キャンパス窓口一覧	List of support counters on Sakai Campus
堺キャンパス事務室 TEL : 072-229-5022 ・履修・成績・学籍等 ・学生生活 ・奨学金 ・出納	Sakai Campus Office Phone: 072-229-5022 - Course registration, transcripts, and school registration - Student life - Scholarships - Cashier

吹田みらいキャンパス	
サウスウイング地下1階 ・吹田みらいキャンパス事務室	South Wing B1 - Suita Mirai Campus Office
吹田みらいキャンパス窓口一覧	List of support counters on Suita Mirai Campus
吹田みらいキャンパス事務室 TEL : 06-6155-9957 ・履修・成績・学籍等 ・学生生活 ・就職活動・進路 ・奨学金 ・出納	Suita Mirai Campus Office Phone: 06-6155-9957 - Course registration, transcripts, and school registration - Student life - Job seeking activities, career paths

	- Scholarships - Cashier
AED 設置場所	AED location
サウスウイング地下1階 メインエントランス	South Wing B1 Main entrance
ノースウイング1階 サブエントランス受付	NorthWing 1F Secondary entrance
吹田みらいフィールド 東側倉庫横	Suita Mirai Field Beside the east warehouse

背表紙	
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