



Faculty/Graduate School of  
**AGRICULTURE**  
KYOTO UNIVERSITY

# **Guide to Graduate School of Agriculture, Kyoto University Exchange Programs**

Graduate School of Agriculture  
KYOTO UNIVERSITY

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Note:

The Graduate School of Agriculture, Kyoto University accepts exchange students from our partner universities based on the student exchange agreements.

If the contents of the agreement differ from this guide, the agreement shall always take precedence over this guide.

# Outline of Exchange Programs at the Graduate School of Agriculture, Kyoto University

## Academic Calendar

Spring Semester: From April 1 to September 30

Fall Semester: From October 1 to March 31

Note: Academic year of Kyoto University begins in April and ends in March.

## Eligibility

Each applicant must:

- (1) Be currently enrolled at a non-Japanese academic institution with which Kyoto University has a student exchange agreement.
- (2) Agree to leave Kyoto University and return to the home institution upon completion of the exchange program.
- (3) Have excellent academic and personal records.
- (4) Have a concrete purpose for studying in Japan.

## Tuition and Fees

Based on the student exchange agreement, exchange students will be exempted from examination fees, matriculation fees, and tuition at Kyoto University.

## Graduate Level

The Graduate School of Agriculture offers courses both in Japanese and English. And furthermore, graduate students who would like to conduct their own research under the instruction by academic supervisors are accepted.

NOTE: The Graduate School of Agriculture only offers courses to Master's students. Doctoral students are supposed to study under their academic supervisor only and credits are not offered. Consequently, the Doctoral students are accepted as "Special Research Student".

## Student Status

**"Special Auditor"**: Graduate students who take lecture courses offered by the Graduate School of Agriculture and take credits. Variety of courses, both in English and Japanese, related to agricultural sciences are offered by the Graduate School of Agriculture. Duration is up to one year for a Master's student. This status is not offered for a Ph.D. student.

**“Special Research Student”**: Graduate students who are willing to conduct their own research under the instruction by academic supervisors. In such case, students are accepted as “Special Research Student”. Special Research Students are expected to concentrate on their research activities so that they are not eligible to take any lectures in classroom and exchange credits from their home universities. Most exchange students at graduate level come to the Graduate School of Agriculture as Special Research Students. Duration is up to one year for a Master’s student and up to two years for a Ph.D. student.

NOTE: Both “Special Auditor” and “Special Research Student” are non-degree seeking student statuses at Kyoto University.

## **Language Requirements**

### ➤ **Special Auditor**

Those who take Japanese-taught courses should have sufficient Japanese language proficiency (N1 level Japanese Language Proficiency Test or the equivalent is desirable).

Those who take English-taught courses should be proficient in English. TOEFL iBT 80 or higher (or equivalent score, such as IELTS 6.0) is desirable. Though Japanese language proficiency is not required, it is preferable to acquire a basic knowledge of Japanese in order to make life in Japan smoother and easier.

### ➤ **Special Research Student**

Though we do not set minimum requirement for an English test score, Special Research Students are expected to have certain fluency in English and the level of English skill is also depends on their prospective laboratory requirement.

## **Course Registration**

Courses usually start and end within one semester from April to September or from October to March. Special Auditors can take courses which start and end within the period of their stay in Kyoto University.

Special Auditors are required to register AT LEAST 10 credits per semester to acquire the “Student” status of residence (hereafter ‘Student visa’) in Japan.

Graduate level “Special Auditors”, whose home universities have student exchange agreements with the Graduate School of Agriculture, can take UP TO 20 credits. Each course usually comprises two hours of lecture time per week (two-credit per course). Those who would like to take other than the classroom lecture (e.g. seminar, experimental work) are required to get permission in advance. However, seminars and

experimental work credits are year-long courses and not exchangeable.

NOTE: “Special Research Student” is not eligible to take courses.

## **Entering Japan**

There are certain procedures required of foreign students wishing to study at Japanese universities. Exchange students at Kyoto University, for example, must possess a valid passport and ‘Student visa’. In order to obtain this visa, students must have been issued a Certificate of Eligibility from the Kyoto Immigration Bureau. Applications for this Certificate will be submitted by Kyoto University about two months before arrival to Kyoto. Upon receiving this Certificate, students should apply for a visa at a Japanese diplomatic mission, such as an embassy or consulate, in their own countries. Further instructions will be provided upon admission.

Japanese nationals may enroll in the Exchange Program without following these procedures.

## **Mandatory Insurance**

### ➤ **Health insurance**

Japanese law stipulates that all university students based in Japan for more than three months must enroll in the country’s National Health Insurance (NHI), which costs around 2,000 yen per month. However, the NHI does not provide full coverage against death, accidents, loss, fire, or full damages compensation. It is therefore necessary to enroll in additional insurance programs.

### ➤ **In case of illness or injury concerned with school activities**

Personal Accident Insurance for Students While Pursuing Education and Research  
“Gakkensai”: 1,000 yen per 1 year coverage.

### ➤ **In case of bodily injury or property damage caused to a third party**

University Co-op’s Personal Liability Insurance for Students  
“Gakubai”: approximately 2,000 yen.

In addition fee 4,000yen: Only Kyoto University Co-op member is available

“Gakubai”, thus the investment money is required. (This is refundable on leaving from Kyoto University.)

Many students additionally enroll in insurance from their countries to be safer since the coverage and the regulations are different. In case of any emergency, we recommend students to bring along sufficient fund. (There was a case that a student had an operation and needed to settle the huge amount of medical fees temporarily.)

## **Japanese Language Study**

At the Graduate School of Agriculture, International Exchange Section offers free Japanese language lessons by a certified Japanese language teacher. This does not come with any credit. Also, at Education Center for Japanese Language and Culture of Kyoto University offers Japanese language classes in the Liberal Arts and Sciences curriculum.

## **Documents to Submit**

Application Form (Form 1)

Statement of Purpose (Form2)

Official Request for Acceptance (Form3-1)

Recommendation Letter (Form3-2)

Health Certificate (Form4 or any authorized certificate written in English)

Letter of Acceptance (Form5)

One Copy of Student ID card

One Original Academic Transcript

One Passport Copy (photo, name, and passport number are appeared)

One Copy of Official Score of Japanese or English Proficiency Test\*

(ex. Japanese Language Proficiency Test, TOEFL-iBT or IELTS)

Two face photos for student ID card at the time of arrival to Kyoto U. (see “Photo Requirement”)

Application forms should be submitted to a prospective supervisor of the Graduate School of Agriculture, Kyoto University. However, sometimes all application is handled at your home university first. Therefore, we recommend you to consult at your home university first.

# Flowchart of Application Procedures

## Special Auditor

Read this guide.



Complete application forms with the related documents.



Submit all the required application documents to the prospective supervisor of GSA or at your home university.



### APPLICATION DEADLINE

- October intake: the mid- June
- April intake: the mid- December



### NOTIFICATION OF APPLICATION RESULTS

The result will be announced about one months after the submission of application.

## Special Research Student

Applicants must inquire the condition (prospective laboratory, research theme, period etc.) of the acceptance through the international office or coordinator of their home institution before the application.



Applicants who have obtained the consent of the acceptance fill out application forms with the related documents (additional documents may be required) and submit the prospective supervisor of GSA or at your home university.



### APPLICATION DEADLINE

It depends on when we accept the exchange students. Basically, the deadline is four months prior to one's arrival.



### NOTIFICATION OF APPLICATION RESULTS

Immediately after our selection.

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