



As of February 1st, 2024

## **General Information**

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1. Mailing Address  
The International Office for Engineering and Information Science  
#203, West 4 Building,  
744 Moto-oka, Nishi-ku, Fukuoka, 819-0395 JAPAN
2. Contact  
International Office for Engineering and Information Science, Kyushu University  
kotio@jimu.kyushu-u.ac.jp
3. Campus  
<https://www.kyushu-u.ac.jp/en/campus/ito/>
4. Academic Calendar  
<https://www.kyushu-u.ac.jp/en/faculty/schedule/>
5. Exchange Period  
1 year; Spring Admission: from April to March / Fall Admission: from October to September  
1 Semester; Spring Admission: from April to September / Fall Admission: from October to March
6. Application Deadline  
Around November for Spring Admission, Around May for Fall Admission  
\*Detailed date will be provided after the schedule is fixed.

## **What Types of Schools Can Exchange Student Enroll?**

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1. School of Engineering;
2. Graduate School of Engineering;  
<https://www.eng.kyushu-u.ac.jp/e/organization.html>  
<https://www.eng.kyushu-u.ac.jp/e/movie.html>
3. Graduate School of Information Science and Electrical Engineering;  
<https://www.isee.kyushu-u.ac.jp/e/organization.html>

## **What Types of Programs Can Nominated Student Apply?**

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1. Special Auditor (Classroom study only)
2. Research only (Nominated student join a research lab in the Graduate School and do research)
3. Combination 1. and 2. (student can take classes of his/her interest while doing research)  
Note: Mechanical Engineering department does not accept the option #3

## **What Kind of Documents Does Nominated Student Need to Provide?**

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1. Application form
2. Enrollment certificate issued by the home university
3. Official academic transcript issued by the home university
4. Letter of recommendation written by the academic advisor of the home university (with handwriting signature is preferable.)
5. Photocopy of passport

## **How to Apply for the Student Exchange Program?**

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1. Students who would like to apply for the student exchange program **must go through the nomination process at the Home University.**
2. **Nominated students must submit the application documents to their Home University.**
3. **Their Home University submit the scanned application documents to Kyushu University.**
4. After the approval of students' admission, Kyushu University sends the certificate via e-mail.
5. The International Affairs Division of Kyushu University (not our office) will contact the students directly via email to introduce On-line application system about CoE (Certificate of Eligibility), the dormitory and other related information entering Japan.

### **[IMPORTANT]**

- *For the students taking classroom study courses; The notice of course registration will be sent to the exchange students directly via email around late September (for October admission) or late March (for April admission). Due to the KU regulation, undergraduate students cannot take classes for Graduate students. Graduate students can take courses for undergraduate students except KIKAN education courses. In addition, exchange students can only take classes in Schools/ Graduate Schools with which they have the agreement.*
- *For the students ONLY taking classroom study courses; Exchange students must select courses to meet the requirement of taking at least 10 hours/1 week under Japanese immigration law.*
- *For students who would like to conduct research activities; You may need to reach an agreement with your prospective supervisor in advance. In case you plan to research activities at lab, please consult with Kyushu University through the home university with name of your prospective supervisor at KU. In principle, exchange students cannot conduct research activities at lab without prior approval.*

## **You Might Want to Know... For Your References**

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The courses and timetables are arranged for degree students, therefore detailed information and timetables are fixed only several weeks prior to the semester. However, you will know English taught courses from the following website for your reference. Also, if you would like to know the details of classes, you can search Syllabi as well.

- Undergraduate; <http://qubes.kyushu-u.ac.jp/list.php?CONTENTS=11>
- Graduate; <https://www.isc.kyushu-u.ac.jp/intlweb/en/student/english>
- Syllabi; <https://ku-portal.kyushu-u.ac.jp/campusweb/login.do>

## **Privacy Policy**

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<https://www.kyushu-u.ac.jp/en/website/privacypolicy>