

# Kwassui Women's University Short Term International Student Application Guide

Kwassui has established programs of six months and one year for short-term international students. These students take Japanese language classes and have the possibility of taking classes in our regular departments. In addition to improving their Japanese skills, students learn about Japanese culture.

## Semester Dates

Spring : April 1<sup>st</sup> to mid-August

Fall : Late September to mid-March

## Eligibility to apply

1. Applicants who have a nationality other than Japanese
2. Applicants who are female students only
3. Applicants who have completed 12 years of regular school education in countries other than Japan
4. Applicants who have enough Japanese and/or English ability for study at our university
5. Applicants who have, or can acquire, the residence qualification of "University Student Visa" according to the "Immigration Control and Refugee Recognition Law"

## Application Deadline

For Spring entry : November 30 of the previous year

For Fall entry : June 30

Please send all application materials together in the same envelope.

## Date of results

For Spring entry : End of December

For Fall entry : End of July

Applicants will be informed directly by mail. However, in the case of students who have been recommended by their home university, the university will be informed by mail.

## Application Documents

1. Completed Application Form (official Kwassui form with photograph attached). The applicant should fill in the application forms herself in Japanese or English. State reasons for applying to Kwassui Women's University (To be written by the applicant in Japanese, 400 characters, or in English)
2. Certification of Enrollment and Transcript of Academic Record  
\*If the original is not in Japanese or English, a Japanese or English translation should be sent along with the original.
3. Health certificate (official Kwassui Form to have been completed by a doctor within the past three months)
4. Letter of recommendation from the principal, president, dean or head of department of the most recently attended academic institution (official Kwassui form)
5. Statement of plan for financial support (statement of how the student plans to pay Kwassui fees and living expenses)
6. Certification of employment of student's financial supporter
7. Certification of bank balance (showing ability to cover school fees, accommodation and living fees)
8. Copies of any official certificates proving Japanese and/or English ability
9. Three photographs (3cm × 4cm) with student's name on the back

10. Copy of passport (picture page)
11. Application Fee of ¥10,000 (Japanese yen)

### Points to note

1. The applicant should fill the application forms herself in Japanese.
2. The name on the application form must match the name on the applicant's passport.
3. Health certificate must have been completed by a doctor within the past three months.
4. The completed application documents and fees cannot be returned under any circumstances.
5. If the original documents are not in Japanese or English, a Japanese or English translation should be sent along with the originals.

### Fees

1 Year (2 semesters) 550,000 Yen

(Includes Admission fee 75,000 Yen, Tuition fee 310,000 Yen, Facilities and equipment costs 165,000 Yen)

6 months (1semester) 287,500 Yen

(Includes Admission fee 50,000 Yen, Tuition fee 155,000 Yen, Facilities and equipment costs 82,500 Yen)

- \* The prices quoted above are for 2017 and can be expected to rise in 2018.
- \* These figures do not include the insurance, the residence and living expenses.

### Address to which application should be sent

Kwassui Women's University International Student Exchange Center  
1-50 Higashiyamate-machi  
Nagasaki city, Nagasaki 850-8515  
TEL: +81-(0)95-820-6024

**Enquiries**      [intersec@kwassui.ac.jp](mailto:intersec@kwassui.ac.jp)



## Application Procedures \*Applicant's responsibility

	Spring semester	Fall semester	Schedule
1	*November 30	*June 30	Deadline for application materials to arrive at Kwassui
2	December 20	July 20	Decision by Kwassui regarding admission
3	Late December	Late July	Application by Kwassui to the Regional Immigration Bureau for Certificate of Eligibility
4	*End of January	*End of August	Tuition and housing fees to be sent to Kwassui
5	End of January to early February	End of August to early September	Issue of Certificate of Eligibility by the Regional Immigration Bureau
6	Early February	Early September	Kwassui will send the Certificate of Eligibility issued by the Regional Immigration Bureau and official notification of admission to Kwassui to the applicant.
7	*Early March	*Middle of September	Application for University Student Visa at Japanese Embassy or Consular Office in the applicant's own country
8	*Middle of March	*Middle of September	Notification to Kwassui of details of arrival: date, time, place, and flight number
9	*End of March to early April	*End of September	Arrival in Japan

## Nankoryo Hall of Residence 楠光寮

- Room availability: For 160 people  
Single or twin arrangement
- Transportation: Between Nankoryo and the Higashiyamate campus by shuttle bus(free)
- Curfew time: 10 p.m.
- Meals: Breakfast and dinner; also lunch at weekends and on public holidays  
\* Meals are not provided during long vacations  
Summer Vacation : from around August 10 to late September  
Winter Vacation : from late December to early January  
\* No refunds can be made for meals that students choose to miss.  
\* Students do not have the option of self-catering.
- Individual room facilities: desk, chair, bookshelf, desk lamp, intercom, bed, locker, closet(wardrobe)  
\* Students should provide their own bedding (futon, blanket, sheets, pillow etc.)
- Shared room facilities: refrigerator, air-conditioning/heating unit, drying rack, Wi-Fi
- Public facilities: piano practice rooms, sewing and ironing room, library, dining hall, common rooms, Tatami (Japanese style) room, lounge, laundry and drying facilities, Japanese style bath, showers, air-conditioning, elevator
- Pay facilities: electric usage fee for own room, very simple cooking facilities, clothes dryer, shower, copy machine

Students can move out of the dormitory only at the end of the academic year, unless special permission is given by the International Student Exchange Center.

### 【Dormitory Fees for Spring Semester】

Fees		
Dormitory Entrance Fee	45,000 Yen	
Room Fee	145,000 Yen/single	95,000 Yen/twin
Living expenses (Meals and shared utilities)	151,000 Yen	
Total	341,000 Yen/single	291,000 Yen/twin

### 【Dormitory Fees for Fall Semester】

Fees		
Dormitory Entrance Fee	45,000 Yen	
Room Fee	145,000 Yen/single	95,000 Yen/twin
Living expenses (Meals and shared utilities)	178,000 Yen	
Total	368,000 Yen/single	318,000 Yen/twin

\* The prices quoted above are for 2017 and can be expected to rise in 2018.

\* Students staying for one year must apply for one semester at a time.