



CHUKYO UNIVERSITY

Student Exchange Program (CSEP) Fact Sheet for Fall 2021 and Spring 2022

Contact Information

Name of the institution	Chukyo University
Office	Global Education Center (GEC)
Address	101-2 Yagoto Honmachi, Showa-ku, Nagoya, Aichi 4668666 JAPAN
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Website	https://www.chukyo-u.ac.jp/english/exchange/
Exchange coordinator	Ms. Tamami Zanzi

Admission

Exchange period	1. One year (September – July or March – January*) 2. One semester (September – January* or March – July) *Students from the US or institutions where the next semester starts in January are allowed to take exams and leave by the end of December.
Qualification	Undergraduate and Graduate students
Required documents	Complete the online application form and upload the documents below. URL will be sent to the exchange coordinator after nomination. 1) Self-Assessment Medical Form* 2) Academic Transcript 3) Academic Reference Letter* (to be completed by a Professor) 4) Home University Approval Form* (to be completed by the Home Coordinator) 5) Statement of Purpose* (Type in Japanese or English) 6) Application for Certificate of Eligibility* (Microsoft Excel) 7) Statement of Financial Guarantee* 8) Financial Supporter's Bank Statement and/or Scholarship Award Letter 9) Photo Data 10) Passport Bio-Data Page (PDF) *These documents will be sent to the exchange coordinator after nomination.
Application fee	Waived for exchange students

Calendar

	Fall 2021	Spring 2022
Nomination deadline	March 1 st , 2021	October 1 st , 2021
Application deadline	April 1st, 2021	November 1st, 2021
Arrival date	September 3 rd , 2021	Late March, 2022
Orientation/Registration	September 6 th to 17 th , 2021	Late March, 2022
Beginning of classes	September 20 th , 2021	Early April, 2022
End of classes	January 19 th , 2022*	Late July, 2022
Exams	January 20 th to 26 th , 2022	Late July, 2022
Transcript available	Late February, 2022*	Late August, 2022

All dates are tentative; GEC reserves the right to make changes without notice.

The arrival date will be officially announced with the letter of acceptance.

*Students from the US or institutions where the next semester starts in January are allowed to take exams and leave by the end of December. In that case, the transcript will be available in late January.

Accommodation

	Dormy Kawana	Dormy Chikusa 3
Type of accommodation	Male dormitory	Female dormitory
Rent	53,000 JPY per month	59,000 JPY per month
Access to Nagoya campus	18 minutes by walk + subway	32 minutes by walk + subway
Facilities	<ol style="list-style-type: none"> 1. Fully furnished single room (e.g. closet, desk and chair, bed) 2. Two meals per day - breakfast and dinner - provided in the cafeteria (included in the rent) 3. Communal bathrooms (lavatory, showers, and Japanese style bath) 4. Bed linen including a pillow 5. Free WiFi access 6. Laundry machines 	<ol style="list-style-type: none"> 1. Fully furnished single room (e.g. closet, desk and chair, bed) 2. Two meals per day - breakfast and dinner - provided in the cafeteria (included in the rent) 3. Private bathrooms (lavatory, shower and bathtub) 4. Bed linen including a pillow 5. Free WiFi access 6. Laundry machines
Website	https://www.gakuseikaikan.com/placehall/Nagoya/13298	https://www.gakuseikaikan.com/placehall/Nagoya/13387

Students are liable for all damages caused to the room or any furniture.

More details will be provided upon acceptance.

Support and Events

Airport pickup	Free shuttle bus from Chubu International Airport to the dorms on the official arrival day
Buddy program	GEC will match exchange students with Chukyo students who have studied abroad. They will help exchange students get accustomed to life in Japan.
Events	GEC and Chukyo University students will organize events throughout the year. (e.g. Lunchtime events, Welcome and Farewell party, Halloween party, Christmas party, cultural exchange events, day trips)

Orientation Schedule (Sample)

Day 1	Explanation on student handbook and instruction for class registration
Day 2	Campus tour with Chukyo university students
Day 3	Meeting with GEC staff and sightseeing
Day 4	Japanese language placement test and consultation for class registration
Day 5	Class registration

Scholarship

Name of scholarship	Chukyo University Scholarship for International Students
Eligibility	All incoming exchange students
Monthly stipend	45,000 JPY per month
Payment period	Fall semester: October – December/January/March* Spring semester: April – July/September* *Depends on the length of the student's exchange period.
Selection method	A short essay and GPA
Application period	First day of orientation – First day of class *Application materials will be sent to the coordinator with the letter of acceptance.
Number of grantees	Few

Visa Application Process

Fall 2021 Applicant	Spring 2022 Applicant	Procedures
May	December	GEC submits the "Application for Certificate of Eligibility" that the student have filled in to the Immigration Bureau in Nagoya.
Late July	Late February	The Immigration Bureau in Nagoya sends the Certificate of Eligibility (CoE) to GEC.
Late July to Early August	March	GEC sends the CoE to student's home institution (partner university students) or to student's home (ISEP students) by EMS. Upon receipt of the email of notification from GEC, the student makes an appointment with the nearest Japanese embassy for visa application.
Late August	March	The student applies for the student visa after receipt of the CoE.
September	April	Student receives the student visa and travel to Japan. The student will be able to receive the Residence card if entering Japan from one of the major airports – Tokyo (HND/NRT), Nagoya (NGO), Osaka (KIX), Hiroshima (HIJ), Fukuoka (FUK), Chitose (CTS).