

GUIDEBOOK FOR INTERNATIONAL STUDENTS

外国人留学生のためのガイドブック

OSAKA UNIVERSITY

Department of International Affairs

International Students Affairs Division

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Profile of Osaka University

Osaka University, a National University founded in 1931, places high value on liberal ways of thinking, novelty, advancement and academic research.

The university integrated itself with Osaka University of Foreign Studies on October 2007 and now boasts 11 schools and faculties, 15 graduate schools, and five research institutes, as well as libraries, two hospitals, and over 20 research institutes, joint-use facilities, and national joint-use facilities.

The university has an enrollment of about 25,000 students and a staff of some 5,000.

The university has three campuses, Suita, Toyonaka and Minoh, with a total land area of 1.5million square meters (370 acres).

The university has actively promoted international exchange, as demonstrated by the fact that about 1,400 international students are currently enrolled and some 1,400 international researchers stay at or visit the university annually.

In addition, Osaka University has concluded academic exchange agreements with many universities and institutions throughout the world for both inter-university and inter-faculty exchanges.

Academic Calendar

The academic year begins on April 1 and ends on March 31 of the following year, and is divided into two semesters. In principle, each semester consists of 15 weeks, including examination week.

1st Semester: April 1 – September 30

2nd Semester: October 1 – March 31 of the following year

Holidays

Holidays are as follows:

- Saturdays and Sundays
- National Holidays
- University Founding Day: May 1
- Spring Vacation: April 1 – April 10
- Summer Vacation: August 5 – September 30
- Winter Vacation: December 25 – January 7

* Office is closed on the following days

- Saturdays and Sundays
- National Holidays
- Summer Vacation: vary according to the school/faculty and graduate school

Winter Vacation: December 29 – January 3

Education / Research Organizations of Osaka University

The following are Osaka University's schools/faculties (undergraduate course) and graduate schools (master and doctor courses). For details of the school/faculties, graduate schools, research institutes, joint-use facilities and nationwide joint-use facilities:(URL: <http://www.osaka-u.ac.jp/>).

Undergraduate Programs

Schools/Faculties	Departments	Degrees
School of Letters	Humanities	Bachelor of Arts
School of Human Sciences	Human Sciences	Bachelor of Human Sciences
School of Law	Law, International Public Policy	Bachelor of Laws
School of Economics	Economics and Business	Bachelor of Economics
School of Science	Mathematics, Physics, Chemistry, Biology	Bachelor of Science
Faculty of Medicine	Medical School, School of Allied Health Sciences	Bachelor of Medicine, Bachelor of Nursing, Bachelor of Health Science
School of Dentistry	Dentistry	Bachelor of Dental Surgery
School of Pharmaceutical	Pharmacy, Pharmaceutical Sciences	Bachelor of Pharmacy, Bachelor of Pharmaceutical Sciences
School of Engineering	Applied Science, Mechanical, Materials and Manufacturing Science; Electronic and Information Engineering; Sustainable Energy and Environmental Engineering; Global Architecture	Bachelor of Engineering
School of Engineering Science	Electronics and Materials Physics, Chemical Science and Engineering, Systems Science, Information and Computer Science	Bachelor of Engineering
School of Foreign Studies	Foreign Languages	Bachelor of language, Bachelor of Culture

Graduate Programs

Graduate Schools	Courses	Degrees
Graduate School of Letters	Studies on Cultural Forms, Studies on Cultural Expressions, Studies on Cultural Movements	Master of Arts, Doctor of Philosophy in Arts
Graduate School of Human Sciences	Human Sciences, Global Human Sciences	Master of Human Sciences, Doctor of Human Sciences
Graduate School of Law	Law and Political Science	Master of Laws, Doctor of Philosophy in Laws
Graduate School of Economics	Economics, Business Administration, Policy Studies	Master of Economics, Master of Applied Economics, Master of Business Administration, Doctor of Philosophy in Economics, Doctor of Philosophy in Applied Economics, Doctor of Philosophy in Business Administration
Graduate School of Science	Mathematics, Physics, Chemistry, Biology, Macromolecular Science, Earth and Space Science	Master of Science, Doctor of Philosophy in Science
Graduate School of Medicine	Medical Science (Master) Physiological Sciences, Pathophysiology and Therapeutics, Preventive and Environmental Medicine, Internal Medicine, Surgical Medicine Health Science	Master of Medical Science, Medical Biosignaling, Bioregulatory Medicine, Biosystem Medicine, Interventional Medicine, Social Medicine, Advanced Medicine Doctor of Philosophy in Medical Science, Master of Health Science, Master of Science in Nursing, Doctor of Philosophy in Health Science, Doctor of Science in Nursing
Graduate School of Dentistry	Integrated Oral Sciences and Stomatology, Molecular Oral Biology and Dentistry	Doctor of Philosophy in Dental Science, Doctor of Philosophy
Graduate School of Pharmaceutical Sciences	Molecular Pharmaceutical Sciences, Applied Biopharmaceutical Sciences, Environmental Pharmaceutical Science	Master of Pharmaceutical Sciences, Master of Clinical Pharmaceutical Sciences, Doctor of Philosophy in Pharmaceutical Sciences, Doctor of Philosophy in Clinical Pharmaceutical Sciences,
Graduate School of Engineering	Advanced Science and Biotechnology; Applied Chemistry; Precision Science & Technology and Applied Physics; Adaptive Machine Systems; Mechanical Engineering; Materials and Manufacturing Science; Electrical, Electronic and Information Engineering; Sustainable Energy and Environmental Engineering; Global Architecture; Management of Industry and	Master of Engineering, Doctor of Philosophy in Engineering
Graduate School of Engineering Science	Materials Engineering Science, Mechanical Science and Bioengineering, Systems Innovation	Master of Engineering, Doctor of Philosophy in Engineering, Doctor of Philosophy in Science
Graduate School of Language and Culture	Language and Culture, Language and Society	Master of Arts in Language and Culture, Master of Japanese Studies, Doctor of Philosophy in Language and Culture, Doctor of Philosophy in Japanese Studies
Graduate School of International Public Policy	International Public Policy, Comparative Public Policy	Master of International Public Policy, Doctor of International Public Policy
Graduate School of Information Science and Technology	Pure and Applied Mathematics, Information and Physical Sciences, Computer Science, Information Systems Engineering, Information Networking, Multimedia Engineering, Bioinformatic Engineering	Master of Information Science and Technology, Master of Engineering, Master of Science, Doctor of Philosophy in Information Science and Technology, Doctor of Philosophy in Engineering
Graduate School of Frontier Biosciences	Frontier Biosciences	Master of Frontier Biosciences, Master of Engineering, Master of Science, Doctor of Frontier Biosciences, Doctor of Philosophy in Engineering, Doctor of Philosophy in Science
Graduate School of Law	Legal Practice	Juris Doctor

<How to find information on professors/researchers>

About 2,600 professors/researchers carry out their research activities at Osaka University. If you are looking for a supervising professor, please visit the following page. URL: http://www.dma.jim.osaka-u.ac.jp/kg-portal/aspi/RX0011S_E.ASP

Academic Programs and Admissions

Degree Programs

1 . Undergraduate Students

Each of the eleven faculties offers undergraduate programs.

Students enrolled in one of the undergraduate programs normally study for four years. At the completion of the program, students will be awarded a bachelor degree. Students enrolled in the Faculty of Medicine (medical course), School of Dentistry and School of Pharmaceutical Sciences (pharmaceutical course) are expected to study for six years to complete the program of study. All undergraduate students are required to undergo the liberal education subjects program for the first three semesters after entering the university (one and a half years). The general education program is offered at the Toyonaka campus.

If you would like to apply for the Japanese Government Scholarship (a scholarship offered by the Japanese Government), contact the Japanese Embassy / Consulate- General of your country.

For students who are citizens of Malaysia, Indonesia, Thailand, Singapore, Kuwait, the United Arab Emirates or Saudi Arabia and want to study at Osaka University sponsored by their governments, contact the government agency concerning these countries.

Un-sponsored international students are required to take a special entrance examination for non-Japanese applicants. Application procedures for the un-sponsored international students are as follows.

[Special entrance examination for non-Japanese applicants]

(1) Conditions of application

Applicants must be persons who are not citizens of Japan, satisfy one of the following conditions of 1) to 6), and those who have taken the Examination for Japanese University Admission for International Students (EJU), conducted by the Japan Student Services Organization ([JASSO](#)) and [TOEFL](#) (except the School of Foreign studies, Faculty of Medicine (School of Allied Health Sciences) and the School of Dentistry), having scored at least the minimum amount of points specified by the schools or the faculties. As the test subjects that applicants must take differ according to the school/faculty, applicants are requested to confirm the conditions by contacting the Admission Division.

- 1) Those who have completed, or are scheduled to complete as of March 31 of the year of admission, twelve years of school education overseas
- 2) Those who have passed the examination abroad which certify as being of academic ability equal to, or greater than those who have completed 12 years of school education, and have reached the age of 18 years old as of March 31 of the year of admission
- 3) Those who have completed the curriculum abroad equal to high school education (including those who passed the examination which certify as having the academic ability equivalent to, or greater than those who have completed the curriculum abroad equal to the high school education) and have completed the preparatory program for admission to the university in Japan designate by the Minister of Education, Culture, Sports, Science and Technology, and also have reached the age of 18 years old as of March 31 of the year of admission
- 4) Those who have received an International Baccalaureate Diploma, and have reached the age of 18 years old as of March 31 of the year of admission
- 5) Those who have received an Abitur Diploma, and have reached the age of 18 years old as of March 31 of the year of admission
- 6) Those who have received a French Baccalaureate Diploma, and have reached the age of 18 years old as of March 31 of the year of admission

(2) Application forms

Application forms (Japanese only) are available starting late September.

If you wish to have an application form mailed to you, write to the Admission Division, Osaka University (address:

1-1, Yamadaoka, Suita, Osaka 565-0871 Japan). Be sure to write in red "Request for Application Forms for International Students" on the front of the envelope you mail to us (not on the return envelope).

Also be sure to enclose a self-addressed envelope (33.2cmX24.0cm) with a 200-yen stamp (if you reside in Japan), or international reply coupons sufficient to cover a 200g shipment (about five coupons), if you live abroad.

(3) Period of application

Applications are normally accepted from the beginning of January. The specific date, place and method of examination vary with the department and year.

2 . Graduate Students

Each of the fifteen faculties offers graduate programs. The graduate school is normally composed of two courses: Master's Course (first two years) and Doctor Course (the following three years). Students who have completed the Master's Course are granted a master's degree; students who have completed the Doctor Course receive a doctor's degree. The required term of study for students enrolled in the Graduate Schools of Medicine (except for the Medical Science Course) and Dentistry is four years. Students who have completed the programs for these graduate schools are granted a doctor's degree. The Graduate School of Frontier Biosciences has a 5-year intensive doctoral program. Also, the required term of study for the Graduate School of Law (Law School) is three years, and students who have completed the graduate program are granted a Jurist Doctor's degree.

Graduate School of Engineering, Graduate School of Engineering Science and Graduate School of Language and Culture offers some special programs conducted in English.

(1) Conditions of application

Those who satisfy one of the following conditions, or will do so, following admission to the university

For master courses, master course of the Graduate School of Medicine, doctor course of the Graduate School of Frontier Biosciences and Law School (Graduate School of Law)

- 1) Those who have graduated from a university and obtained a bachelor's degree in Japan
- 2) Those who have completed 16 years of school education overseas
- 3) Those approved by the Minister of Education, Culture, Sports, Science and Technology

Those recognized by the graduate school concerned as having academic ability equivalent to, or greater than university graduates and also have reached the age of 22 years by the time of admission

- For Doctor Courses

- 1) Those who have obtained a master's degree or professional degree in Japan
- 2) Those who at a university overseas have obtained a degree equivalent to a master's degree or professional degree of Osaka university
- 3) Those approved by the Minister of Education, Culture, Sports, Science and Technology

Those who are recognized by the graduate school as having the academic ability equal to, or greater than those who have a master's degree or professional degree and also have reached the age of 24 years old by the decision for admission

- For Doctor Courses at the Graduate School of Medicine and Dentistry

- 1) Those who have completed the curriculum for medicine, dentistry or veterinary
- 2) Those who have completed 18 years of education abroad
- 3) Those approved by the Minister of Education, Culture, Sports, Science and Technology

Those who are recognized by the graduate school concerned as having the academic ability equal to, or greater than graduates who completed the curriculum of medicine, dentistry or veterinary and also have reached the age of 24 years old by the decision of admission

(2) Application procedures

Prior to entering the graduate school, the majority of the international students spends from one half to one full year as a research student, and then takes an entrance examination for the graduate level degree program.

The admission process varies from department to department. For further details, please contact the administrative office of the specific graduate school.

If you would like to apply for the Japanese Government Scholarship (a scholarship offered by Japanese Government), contact the Japanese Embassy / Consulate- General of your country.

Non-Degree Programs

1 . Research Students

The system for research students enables students to enter schools/faculties or graduate schools to study a specific subject of research as research students, with the permission of the schools/faculties or graduate schools concerned. However, such students are not entitled to receive any degrees.

At Japanese universities, most research students use this system to prepare for enrollment in the regular graduate school courses. In addition to schools/faculties and graduate schools, research institutes, joint-use facilities, and national joint-use facilities accept research students.

Admission requirements and application procedures may differ according to school/faculty, graduate school, research institutes, joint-use facilities, and national joint-use facilities. It is advisable that applicants for admission as research students contact the specific office of the undergraduate school, graduate school or facility.

2 . Non-degree Student

Special students accepted by school/graduate school are able to take one or more subjects from subjects offered at the school/graduate school and receive credits. Admission requirements and application procedures differ according to school/graduate school (except Graduate School of Medicine) and programs of Interdisciplinary Research and Education, contact the school/graduate school concerned.

3 . Auditor

If you want to audit one or more subjects offered at the school/ graduate school, you are able to enroll as an Auditor by upon acceptance by the school/graduate school. For admission requirements and application procedures, refer to the School/ Graduate School of Human Science office.

4 . Short-term Exchange Student

Osaka University accepts exchange students with entrance examination fee, matriculation fee and tuition fee waivers from the universities abroad that have exchange agreements with Osaka University.

There are two types of programs for accepting Exchange Students as follows.

(1) OUSSEP (Osaka University Short-term Student Exchange Program)

Osaka University Short-term Student Exchange Program (OUSSEP) is a special short-term student exchange program. OUSSEP enables junior or senior students registered at universities overseas that share a student exchange agreement with Osaka University to study at Osaka University as Inter-College Auditors without transferring their registration. Generally OUSSEP students take "The International Exchange Subjects" (classes conducted in English), and the credits earned at the Osaka University can be counted as part of the required credits at their home university. The term of this program is one or a half-year starting in October every year. Each January, the application guidebook for OUSSEP is sent to universities overseas that have a student exchange agreement with Osaka University. The application deadline is in March. Further information on OUSSEP is available at <http://ex.isc.osaka-u.ac.jp>. Note that the application should be filed via the relevant department at your university.

(2) Maple(Osaka University Short-term Student Exchange Program)

Maple is a special short-term student exchange program for Japanese language and culture. Maple enables undergraduate students registered at universities overseas that share a student exchange agreement with Osaka University to study at Osaka University as Japanese studies students. It is designed to help students acquire knowledge about Japan with manifold views. The term of this program is a year starting in October every year. Further information on Maple is available at <http://www.cjlc.osaka-u.ac.jp/programs/m/index.html> .

(3)Regular Student Exchange Course

(Osaka University Short-term Regular Student Exchange Program)

The second type is a regular student exchange course called Osaka University Short-term Regular Student Exchange Program. This program is also intended for undergraduate/ graduate students registered at university overseas having a student exchange agreement with Osaka University. International students enrolled in this program study as Inter-College Auditors at undergraduate level, or Inter-College Auditors/Special Research Students at the graduate level. These students can freely choose classes from various courses prepared by each school/faculty or graduate school.

<Application Procedure for Exchange Students>

Procedures differ according to the category of student exchange agreement.

【Academic Exchange Agreements with Universities】

Each January, the application is sent to universities overseas that have a student exchange agreement with Osaka University. The application deadline for those who wish to start the program from October to March in the following year is in March, and for those who wish to start the program from April to September in the following year is in November.

Note that the application should be filed via the relevant department of your university.

【Academic Exchange Agreements with Schools/Faculties】

Applications and acceptance criteria vary according to the school/faculty and graduate school. For details, refer to the school/faculty or graduate school concerned.

Categories of International Students

International Students

"International Students" who enroll in Japanese universities to receive education represent those with the Ryugaku (college student) status of residence approved by Immigration-Control and Refugee-Recognition Act.

Those who have status of residence of "visiting relatives", "spouse of Japanese citizen" and "long term resident", are able to study at the university, which is in the area of activities permitted by Immigration-Control and Refugee-Recognition Act. However, they are not treated as international students at the university, and are not eligible to receive benefits relating to scholarships and medical fee reimbursement etc.

1. Japanese Government Scholarship Students (Monbukagakusho Scholarship)

Japanese Government Scholarship Students are able to enter Japanese universities receiving exemption of entrance examination fee, matriculation fee and tuition fee, and are granted a scholarship stipend every month. Japanese Government Scholarship Students can enroll in Osaka University as undergraduate students, graduate students, Japanese Studies students or In-Service Teacher Training students. There are three ways of attaining the status of Japanese Government Scholarship Students; Embassy Recommendation, University Recommendation and Domestic Selection. For details, refer to "Japanese Government Scholarship Students (Monbukagakusho Scholarship)"

2. Foreign Government Scholarship Students

Some foreign countries send their students to Japan in order to equip their students with the knowledge the university has to offer, at the expense of the government. Osaka University accepts international students sponsored by the government of seven countries, namely Malaysia, Indonesia, Thailand, Singapore, Kuwait, United Arab Emirates and Saudi Arabia as Foreign Government Scholarship Students. They are categorized as Un-sponsored International Students at Osaka University. Foreign Government Scholarship Students are granted a scholarship stipend from the government of their country. For details about scholarships and application procedures, contact the government agency or relevant office at the concerned schools of these listed countries.

3. Un-sponsored international students (Privately financed international students)

Any students not receiving a scholarship from the Japanese Government or each government of their own countries are categorized as un-sponsored international students.

The followings are methods of entering Osaka University as an un-sponsored international student:

- ① Obtain admission at home country before coming to Japan
- ② Come to Japan to take the entrance examination and obtain admission after passing the examination
- ③ Come to Japan to enter a Japanese language school, and after studying Japanese (for six months to two years) take the entrance examination, and obtain admission after passing the examination

Japanese Government Scholarship Students (Monbukagakusho Scholarship)

【Application procedure】

There are two ways of applying for the Japanese Government Scholarship Program before coming to Japan: Embassy Recommendation and University Recommendation. Most Japanese Government Scholarship Students accepted by Osaka University are international students selected by Japanese Embassies/ Consulates-General. There is also a selection of Japanese Government Scholarship Students from unsponsored international students who are already enrolled in Japanese universities. (For further information, refer to “Domestic Selection” in “Financial Support “.) For further information about the Japanese Government Scholarship Program, refer to the webpage; <http://www.studyjapan.go.jp/en/index.html>

●Japanese Government Scholarship Students by embassy recommendation

The selection procedure differs among the programs. For further information about the Japanese Government Scholarship Program (Embassy recommendation), contact the Japanese Embassy/Consulate-General of your home country.

< Undergraduate Student/ Research Student >

Feb/March	The Japanese Embassy/Consulate-General starts application
May/July	The first screening (document review, writing exam and interview) Procedure for Letter of Acceptance (Research Student only)
Oct.	The second screening (selection by Monbukagakusho and University)
Feb./July in the next year	the result of a final selection
Apr./Oct. in the next year	arrive in Japan.

< Japanese Studies students >

Jan.	The Japanese Embassy/Consulate-General starts application
Feb/April	The first screening (document review, writing exam and interview)
June.	The second screening (selection by Monbukagakusho and University)
Aug.	The result of a final selection
Oct.	Arrive in Japan.

If a grantee is determined to be insufficiently proficient in the Japanese Language, they will be offered six-months intensive Japanese course. (Research Student only). Those who passed the preliminary selection examination would like to obtain a letter of acceptance and admissions should visit Osaka University's website (<http://www.osaka-u.ac.jp/en/guide/international/student/admission.html>) and follow the given procedures. Information on supervisor is available at our website

(<http://www.dma.jim.osaka-u.ac.jp/kg-portal/asp/rx0011s.asp>) .

●Japanese Government Scholarship Students by university recommendation

<Research Student / Japanese Studies Student>

Jan./Feb.	The screening (document review and interview) by the university ↓ the second screening (selection by Monbukagakusho)
June	The result of the selection
Oct.	Arrive in Japan

Note that the Japanese Government Scholarship Students recommended by universities are scheduled to enter the university in October, and are not permitted to change the university when they change their status from research student to master course student, and from master course student to doctor course student.

For the admission requirement and application procedure, refer to the relevant office of the specific school/ graduate school, or the professor you would like to have as a supervisor.

Applicants must submit the following documents

- Application Forms/ Field of Study and Study Plan/ Abstract of thesis
- Certified academic records of each academic year of the last university attended
- Certified records of language skill (e.x. TOEIC, TOEFLE, etc)

-Certification of degree

-Recommendation letter from the principal of the last university attended to the president of Osaka University
etc.

In addition, Graduate School of Engineering, Graduate School of Engineering Science and Graduate School of Language and Culture offer Japanese Government Scholarship Student some special programs conducted in English. If you are interested, contact the office of the graduate school concerned.

【Scholarship】

①monthly scholarship (as of 2009)

Undergraduate Student	128,000yen
Doctor Student	158,000yen
Master Student	157,000yen
Research Student	155,000yen
Japanese Studies student	128,000yen
Teacher Training student	155,000yen

Grantees are required to report their enrollment every month by signing the enrollment confirmation sheet.

Scholarship will be paid at the end of the month for those who sign by the designated date at the beginning of the month. Those who do not sign by the designated date are expected to receive the scholarship after the middle of the following month. If grantee's enrollment is not confirmed by the end of the month due to the temporary departure from Japan etc, the scholarship of that month will not be paid.

②Extension of Scholarship

As the term of scholarship differs depending on the program or status of grantee, please confirm your term of scholarship. Those who are undergraduate students wishing to be graduate students, research students wishing to be graduate students and students in Master program wishing to be students in doctor program need to take procedure of extension of scholarship. The application is open from September to October for those students who the regular degree program in April, and is open from March to April for those students who do in October.

As applicants are required to submit an application form and their research plan, prepare those documents in advance.

There are cases where students are unable to apply for extension of the scholarship due to some conditions. Please confirm whether you can or not in advance.

*Note 1: Japanese Government Scholarship Students recommended by the university are not permitted to transfer or change their university.

*Note 2: If you need an approval from the university or institution in your home country to continue your studies in Japan, it is recommended to confirm it beforehand.

Exchange Students from Partner Universities

(1) Application and Admission Procedures

OUSSEP, Frontier, Maple and Regular Student Exchange Course (Inter-University)

January	Application forms are sent to partner universities.
↓	
March (November)	Application deadline(only March for Maple Program)
↓	
May (December)	Announcement of application results
↓	
September and October (following April)	Arrive in Japan(only October for Maple Program)

*As for the OUSSEP, CALENDAR and SYLLABUS for the following academic year will be posted on the OUSSEP website, and Application will be available to download around the end of December. However, the applications must be submitted by mail. OUSSEP website: <http://ex.isc.osaka-u.ac.jp/oussep/>

For information regarding the Maple Program, Please view the separate homepage:

<http://www.cjlc.osaka-u.ac.jp/programs/m/index.html>

- **Regular Student Exchange Course (Inter-Faculty)**

Those who wish to apply for the JASSO Short-term Student Exchange Promotion Program (Inbound) Scholarship or the Osaka University Scholarship for Exchange Study must go through the following procedures in addition to the procedures requested by your school/graduate school.

January	Application for the scholarships starts.
↓	
March (November)	Application deadline
↓	
May (December)	Announcement of application results

(2) Scholarships

- JASSO Short-term Student Exchange Promotion Program (Inbound) Scholarship
A monthly stipend of 80,000 JPY Relocation allowance of 80,000 JPY (upon arrival only)
- Osaka University Scholarship for Exchange Study
A monthly stipend of 80,000 JPY
- Japan-East Asia Network of Exchange for Students and Youths (JENESYS) Program
A monthly stipend of 80,000 JPY Relocation allowance of 15,000 JPY (upon arrival only)

(3) Registration method of International Exchange Subjects

International Exchange Subjects, which have been introduced upon establishment of The Osaka University Short-term Student Exchange Program (OUSSEP), are the subjects where classes are held in Japanese and English. About 5 subjects from cultural subjects and scientific subjects are open to all students of Osaka University (regular students and exchange students) respectively in each term. Every subject is available during the first semester and second semester. There are no year-round classes. All subjects are 2 units, except the Japanese subjects, which are 3units.Regarding Japanese subjects, students are required to take the placement tests before the coursed registration in order to enroll in the Japanese class that corresponds with their level of Japanese. Every week, there are 3 Japanese classes.

Student Status	Reference	Registration method
Regular student	Your school/faculty/graduate school Student Affairs Section, etc.	Web registration
Special auditor (exchange student)	Your school/faculty/graduate school Student Affairs Section, etc.	Differ upon each department Refer to the Student Affairs section, etc.

Special auditor (OUSSEP student only)	International Student Affairs Division	Registration form submission
Special auditor (Maple student only)	International Student Affairs Division(Center For Japanese Language And Culture)	Registration form submission
Special auditor (Frontier student only)	Your school/faculty/graduate school Student Affairs Section, etc.	Registration form submission

SUPPORT ORGANIZATIONS FOR INTERNATIONAL STUDENTS

The following organizations and services are provided to support the academic pursuits and campus life of international students

Administrative Offices for International Students

There is an administrative office located in each school/graduate school in order to support international students upon inquiry of enrollment or entrance examination, enrollment in the university, registration for academic subjects, request for issuance of certificates and application for scholarships.

Faculty	ADDRESS	TEL	E-MAIL
(Suita Campus)			
International Student Affairs Division	1-1, Yamadaoka, Suita, Osaka 565-0871	06-6879-7103	kenkyou-r@star.jim.osaka-u.ac.jp
Admission Division, Department of Student Affairs Division	1-1, Yamadaoka, Suita, Osaka 565-0871	06-6879-7097	gakuseinyusinyu1@ns.jim.osaka-u.ac.jp
School of Human Sciences /Graduate School of Human Sciences	1-2, Yamadaoka, Suita, Osaka 565-0872	06-6879-8012	oie@nus.osaka-u.ac.jp
Faculty of Medicine /Graduate School of Medicine (excluding Health Science)	2-2, Yamadaoka, Suita, Osaka 565-0873	06-6879-5111	isoumukyomu@ns.jim.osaka-u.ac.jp
Faculty of Medicine /Graduate School of Medicine (Health Science)	1-7, Yamadaoka, Suita, Osaka 565-0871	06-6879-2512	igakukyomudai2@ns.jim.osaka-u.ac.jp
School of Dentistry /Graduate School of Dentistry	1-8, Yamadaoka, Suita, Osaka 565-0871	06-6879-2828	sisoumukyomu@ns.jim.osaka-u.ac.jp
School of Pharmaceutical Science /Graduate School of Pharmaceutical Science	1-6, Yamadaoka, Suita, Osaka 565-0871	06-6879-8147	yakugakukyomu@ns.jim.osaka-u.ac.jp
School of Engineering /Graduate School of Engineering	2-1, Yamadaoka, Suita, Osaka 565-0871	06-6879-7225	iso-staff@eng.osaka-u.ac.jp
Graduate School of Information Science and Technology	1-5, Yamadaoka, Suita, Osaka 565-0871	06-6879-4508	office@ist.osaka-u.ac.jp
Graduate School of Frontier Biosciences	1-3, Yamadaoka, Suita, Osaka 565-0871	06-6879-4421	seimeidaigakuin@ns.jim.osaka-u.ac.jp
Research Institute for Microbial Diseases	3-1, Yamadaoka, Suita, Osaka 565-0871	06-6879-8273	bikenkenkyo@ns.jim.osaka-u.ac.jp
Institute of Scientific and Industrial Research	8-1, Mihogaoka, Ibaraki Osaka 567-0047	06-6879-8387	kouhou@sanken.osaka-u.ac.jp
Institute for Protein Research	3-2, Yamadaoka, Suita, Osaka 565-0871	06-6879-8596	TANPAKU-K@star.jim.osaka-u.ac.jp
Institute of Laser Engineering	2-6, Yamadaoka, Suita, Osaka 565-0871	06-6879-8711	rezakensyomu@ns.jim.osaka-u.ac.jp
Institute of Social and Economic Research	6-1, Mihogaoka, Ibaraki Osaka 567-0047	06-6879-8552	shomu@iser.osaka-u.ac.jp
Joining and Welding Research Institute	11-1, Mihogaoka, Ibaraki Osaka 567-0047	06-6879-8678	setugoukensyomu@ns.jim.osaka-u.ac.jp
Research Center for Nuclear Physics	10-1, Mihogaoka, Ibaraki Osaka 567-0047	06-6879-8902	director@rcnp.osaka-u.ac.jp
Cybermedia Center	5-1, Mihogaoka, Ibaraki Osaka 567-0047	06-6879-8804	soumu@cmc.osaka-u.ac.jp
International Student Center	1-1, Yamadaoka, Suita, Osaka 565-0871	06-6879-7118	ryugakukyoiokusien@ns.jim.osaka-u.ac.jp
Immunology Frontier Research Center	3-1, Yamadaoka, Suita, Osaka 565-0872	06-6879-4275	ifrec-office@ifrec.osaka-u.ac.jp
Center for the Study of Communication-Design (CSCD)	1-1 Senri, Expo Park, Suita, Osaka 565-0826	06-6816-9494	cscd@ns.jim.osaka-u.ac.jp
(Toyonaka Campus)			
School of Letters /Graduate School of Letters	1-5, Machikaneyama- cho, Toyonaka, Osaka	06-6850-5084	bunsouhakukyomu@ns.jim.osaka-u.ac.jp
School of Law /Graduate School of Law	1-6, Machikaneyama- cho, Toyonaka, Osaka	06-6850-5145	houkouhougakukyomu@ns.jim.osaka-u.ac.jp
School of Economics /Graduate School of Economics	1-7, Machikaneyama- cho, Toyonaka, Osaka	06-6850-5204	kyoumu@econ.osaka-u.ac.jp
School of Science /Graduate School of Science	1-1, Machikaneyama- cho, Toyonaka, Osaka	06-6850-5282	rigakumu@ns.jim.osaka-u.ac.jp
School of Engineering Science /Graduate School of Engineering Science	1-3, Machikaneyama- cho, Toyonaka, Osaka	06-6850-6152	kikyomu@ns.jim.osaka-u.ac.jp
Graduate School of Language and Culture (Studies in Language and Culture)	1-8, Machikaneyama- cho, Toyonaka, Osaka	06-6850-5856	in@lang.osaka-u.ac.jp
Osaka School of International Public Policy Graduate School of Law (Law School)	1-31, Machikaneyama- cho, Toyonaka, Osaka	06-6850-5612	kyomu@osipp.osaka-u.ac.jp
Institute for Higher Education Research and Practice	1-6, Machikaneyama- cho, Toyonaka, Osaka	06-6850-6948	lawschool.qa@law.osaka-u.ac.jp
	1-16, Machikaneyama- cho, Toyonaka, Osaka	06-6850-5610	daikyosenkyomu@ns.jim.osaka-u.ac.jp
(Minoh Campus)			
School of Foreign Studies	8-1-1, Aomatani- higashi, Minoh, Osaka	072-730-5052	gaikokugoryugakusei@ns.jim.osaka-u.ac.jp
Graduate School of Language and Culture (Studies in Language and Society)	8-1-1, Aomatani- higashi, Minoh, Osaka	072-730-5066	genbunsyakai@ns.jim.osaka-u.ac.jp
Center for Japanese Language and Culture	8-1-1, Aomatani- higashi, Minoh, Osaka	072-730-5072	kouryu@cjl.osaka-u.ac.jp
Research Institute for World Languages	8-1-1, Aomatani- higashi, Minoh, Osaka	072-730-5014	kenkyu@world-lang.osaka-u.ac.jp

International Student Affairs Division

The International Student Affairs Division of the Department of International Affairs supports international students to concentrate on their educational activities by cooperating with schools/faculties in campus and relevant organization out of campus. Also, the "Support Office for International Students and Scholars" has been established in the division to operate the One Stop Service for international students and scholars. Please do not hesitate to inquire the office if you have any questions or concerns about academic matters and daily life.

International Student Center

The International Student Center has two divisions: the Japanese Language Education and the Student Exchange and Advising Division. In addition, special academic advisors for international students from various faculties cooperate with the ISC. The Japanese Language Education Division provides international students with various opportunities to study Japanese, such as:(1) a six-month intensive Japanese Language Program mainly for the Japanese Government Scholarship Students, (2) Elective Japanese Language Program for international students including short-term, graduate, and research students, (3) Japanese Subjects and Freshman Seminars in the Liberal Arts and Sciences for undergraduate students, and (4) Japanese for KOSMOS (Korean Students of Science Major at Osaka University with the Special Scholarship Program),(5) ICHO Japanese Language Program for Spouses of International Researchers.

The division also develops teaching materials for helping international students improve their Japanese and conducts research on the cross-cultural problems faced by foreign residents as well as international students in Japan. With the cooperation of a counselor and special academic advisors, the Student Exchange and Advising Division provides students with various types of advising services related to living and studying at Osaka University and its overseas partner institutions. The division also organizes events for promoting cultural exchanges with international students on campus and in the local communities. Furthermore, it is in charge of managing the Osaka University Short-term Students Exchange Program (OUSSEP).

The International Student center is in the Intercultural Collaboration Hall (IC Hall), located close to the administration building in Suita Campus. The International Student Affairs Division, Department of International Affairs and the Suita Student Service Center are located on the first floor of the IC Hall. The International Student Affairs Division handles all university affairs concerned with international students. The Suita Student Service Center handles applications for scholarships or tuition fee exemptions, registration for extracurricular activities, consultation and other services for Japanese and international students. The second and third floors of the IC Hall are occupied by the International Student Center. The rooms for the special academic advisors are on the third floor. The second floor has lecture rooms and an Information Room for International Students (IRIS) where international students are provided with Japanese language lessons, information on schoolwork and daily life, as well as consultation and guidance. There is also a lounge used to promote exchange between Japanese and international students.

You can broaden friendships and communication with both international and Japanese students, as well as faculty and volunteer workers, by actively participating in a variety of the Center's support programs and exchange programs for international students.

Center for Japanese Language and Culture

Center for Japanese Language and Culture (CJLC) offers the education of Japanese language and culture for international students and conducts research related to those areas. CJLC also contributes to the reinforcement of the development of Japanese Language and Culture learning around the world by establishing partnerships with institutions overseas. Specifically, CJLC provides the preparatory program for international students who come to Japan to enroll in the undergraduate program, and the education of Japanese language, affairs and culture, the education of humanities, social sciences, and natural sciences for international students. CJLC also provide consultation, guidance and advice on academic matters and other daily concerns. CJLC is located in Minoh campus.

Advising Room for International Students

School of Letters, School of Human Sciences, School of Law, School of Economics, School of Sciences, School of Engineering, and School of Engineering Science set the Advising Rooms for international students. They provide consultation, guidance and advice on academic matters as well as consultation and information on campus matters and other daily concerns life of students such as residence, and provide many cross-cultural exchange events.

School/Faculty	Location and Contact Information
(Suita Campus)	
Human Sciences	220, 2 nd floor, School of Human Sciences School House 06-6879-4038 http://www.hus.osaka-u.ac.jp/(School/Graduate_School_of_Human_Sciences) http://www.hus.osaka-u.ac.jp/common/adjunct_facilities/oie/indexe.html (International Exchange)
Engineering	1 st floor, GSE Common West of School/Graduate School of Engineering 06-6879-8972 http://www.fsao.eng.osaka-u.ac.jp
(Toyonaka)	
Letters	1 st floor, School of Letters 06-6850-6409 http://www.let.osaka-u.ac.jp/ (School/Graduate School of Letters) http://www.let.osaka-u.ac.jp/letters/education/ryugakuseishien.html (support page for international students)
Law	409, 4 th floor, Graduate School of Law and Graduate School of Economics 06-6850-5181 http://www.law.osaka-u.ac.jp/
Economics	1 st floor, Graduate School of Law and Graduate School of Economics 06-6850-5271 http://www.econ.osaka-u.ac.jp/ (School/Graduate School of Economics) http://www2.econ.osaka-u.ac.jp/~kanazawa/ (Advising room)
Science	619, 6 th floor, School of Science Building H (Physics Building) 06-6850-6751 (International Exchange Salon: 224, 2 nd floor, Building B Inter-Campus TEL: 2400)
Engineering Science	A-325, School of Engineering Science Building A 06-6850-6424 http://www.kisr.es.osaka-u.ac.jp
(Minoh Campus)	
Center for Japanese Language and Culture	1509, 5 th floor, Center for Japanese Language and Culture Building A 072-730-5444 http://www.cjlc.osaka-u.ac.jp
Foreign Studies	1 st floor, Classrooms and Faculty Offices Building A 072-730-5099 http://www.osaka-gaidai.ac.jp/%7Egshien/soudansitu.html (Student Counseling Room)

Support Programs for International Students

Japanese Language Programs

[International Student Center]

The International Student Center (ISC) offers the following Japanese Language Programs for international students.

(1) Japanese Training Courses

Japanese Training Courses are six-month intensive Japanese training courses held daily for Japanese Government Scholarship Students (Embassy recommendation: Research Students). There are three levels, Beginner, Intermediate and Advanced. If there is any space available, non-Government funded students can take these courses. The courses are held twice a year during spring and fall semester. These are non-credit courses.

(2) Japanese Language Programs

Open for all international students. General and technical Japanese courses are offered in six levels. Each student can decide which courses to take according to her/his interests and academic requirements. The programs are held twice a year in spring and fall semester. Applicants must take a placement test to determine the class level in which they will be placed. These are non-credit courses.

(3) General Education Courses

Two courses, "Japanese Language" and "Multicultural Communication", are offered for regular international undergraduate students in their third language, whose subject is related to Japanese.

(4) Japanese Courses for the Korean Students of Science Major at Osaka University program (KOSMOS)

This is a special preparatory education course, only available for KOSMOS participants.

[Center for Japanese Language and Culture]

The Center for Japanese Language and Culture offers the following Japanese Language Programs for international students.

(1) Undergraduate Students Program

This program is a one-year preparatory program for international students who come to Japan to study in Japanese universities on the Japanese Government Scholarship.

(2) Japanese Studies Program

This program is intended for undergraduate-level Japanese Government Scholarship Students (Japanese Studies Students).

(3) Japanese Studies Course for Maple Program

This course is for the Maple Program, a short-term student exchange program at Osaka University. The program offers Japanese language and culture classes, etc and is designed to help students multilaterally understand Japan from a comparative-contrastive viewpoint.

BSP (Brothers and Sisters Program)

The BSP is a student volunteer group at Osaka University whose members are interested in international exchange. In cooperation with the ISC, the BSP conducts various activities to promote friendly exchanges among international and Japanese students, as well as international students and people from the local community. The BSP assists in organizing activities such as welcome parties for new students in spring and fall (co-hosted by OUISA) and campus tours to help international students adjust to a new life in Japan.

OUISA (Osaka University International Students Association)

The OUISA represents all the international students of Osaka University whose purpose is to promote exchanges among international students, Osaka University staff and students, and people from the local community. In cooperation with the ISC, the OUISA conducts various activities such as general meetings, welcome parties (co-hosted by BSP) and sports festivals. URL: <http://www.ouisa.jp>

OHP (Osaka University Host Family Program)

OHP, directed by the ISC, is a program to give international students an opportunity to experience everyday Japanese life. A volunteer local family is assigned to the international student, who then participates in activities to enhance each other's understanding about their partner's culture. OHP is not a "home stay" program.

Friendly exchange program with local elementary/primary, junior high and high schools

Through this program, international students visit local elementary/primary, junior high, and high schools to communicate with students. They help the Japanese youths in developing multicultural awareness by presenting their countries' culture and interacting with them. This program has received numerous favorable comments from the participants.

Tutor Program

Under this program, a peer tutor is assigned to each international student. The one-on-one tutors are available, in principle, for the first two years in Japan to undergraduate students and for first one year in Japan to research students (excluding those taking only Japanese language courses). The tutors are mainly graduate students, majoring in courses related to the major of the respective international student. They help the international student with coursework as well as assist in improving Japanese skills and provide a friendly ear.

In addition to the above, a wide range of activities is offered by the ISC; a flea market each spring and fall and welcoming receptions with host families.

Tuition Fees

Method and Amount of Payment

To take the entrance examination to register for classes at Osaka University, you must pay the required examination fee, matriculation fee and tuition fee, respectively. If you are a Japanese Government Scholarship student or a short-term exchange student accepted under an academic exchange agreement between Osaka University and a specific school of Osaka University and your home university, you are not required to pay any of these fees.

- Entrance Examination Fee : must be paid when you submit an application
- Matriculation Fee : must be paid when you enroll in the University

(All student other than those who are exempted from the tuition fee)

- Tuition Fee : must be paid for each semester (in May and in November).

If the tuition fee is revised, you must pay the revised amount.

- ※ The university will withdraw the tuition fee from the account you open at the bank designated by the university.
- ※ Undergraduate students, graduate students, student of the Graduate School of Law must pay the tuition fee by credit transfer. Research students, auditors, and special auditors must pay the fee through a bank transfer.

Category	Entrance Examination Fee (yen)	Matriculation Fee (yen)	Tuition Fee (yen)
undergraduate student	17,000*	282,000	535,800 円/year
graduate student	30,000	282,000	535,800 円/year
Graduate School of Law	30,000	282,000	804,000 円/year
research student	9,800	84,600	28,900 円/month
auditor/ special auditor	9,800	28,200	14,400 円/credit

As of Jan 1st, 2008. These fees are subject to be changed.

*¥30,000 for re-enrollment, transfer admission (enrollment to 3rd year grade), enrollment from other universities.

Tuition Fee Exemption

A student who has difficulty in paying the tuition fee and has an outstanding academic record may apply for tuition fee exemption (only full-time private students in undergraduate/graduated course). Applicants who have passed the Osaka University screening can receive a tuition exemption. The ratio of the deduction will be determined within its budget.

The deadline for exemption application is generally around the end of March for the first semester and the end of the September for the second semester. During the designated period, a student must submit an application with all other required documents to the Suita/Toyonaka/Minoh Student Service Center. Applications are not accepted under any circumstances after the expiration of the designated period.

For the detailed information of the tuition fee exemption program, see the leaflet of the tuition fee exemption program at the Suita/Toyonaka/Minoh Student Center, the Institute for Higher Education Research and Practice or each school/graduate school or consult the Student/ Toyonaka/Minoh Student Center.

Financial Supports

Scholarships

There are scholarship programs offered by local governments and private scholarship organizations. Most of these programs may be applied for after the admission to the university, and provided to the international students with outstanding academic and personal records who have financial difficulty. The amount of the scholarships varies from 30,000 to 200,000yen, but most of them are from 50,000 to 100,000yen. Currently about one third of unsponsored international students at Osaka University are receiving some form of financial aid.

All announcements and advertisements for scholarships received by the university are distributed to all applicable schools and graduate schools. Applications for some scholarship programs require a recommendation from the university, while other programs can be applied for directly by students. In the case of a scholarship program that requires university recommendation, candidates are selected among applicants through the school/graduate school initial screening, and then recommended to the foundation or sponsor of the scholarship program by the university administration bureau.

Announcements and advertisements of scholarship programs for schools and graduate schools are generally posted on bulletin boards on campus, at student centers, etc. It is recommended that you check bulletin boards frequently so as not to overlook important information. Also, you must submit applications within the designated period.

Please refer to the website of Independent Administrative Institution, Japan Student Services Organization (JASSO) (<http://www.jasso.go.jp/>) for information about scholarships.

Privately Financed International Students

This scholarship program is to offer a study grant to unsponsored international students with outstanding academic and personal records who have financial difficulty in continuing school. An applicant awarded this scholarship receives financial support of ¥48,000 per month in the case of an undergraduate student or a student taking an equivalent academic course, ¥65,000 per month in the case of a graduate student and a student taking an equivalent course (as of FY 2009).

Domestic Selection for Japanese Government Scholarship

Privately financed students may apply for the Japanese Government Scholarship. The scholarship information is described in the section "Japanese Government Scholarship". Those eligibility for the applicants are prospective postgraduate university students and prospective fourth year undergraduate university students (prospective sixth-year students in the case of medical schools or dental school). The recruitment is conducted through each school around September. After screening the applicants, universities recommend them as Japanese Government Scholarship by December to the Ministry of Education, Culture, Sports, Science and Technology. The result is announced around February, after the screening by the Ministry of Education, Culture, Sports, Science and Technology and the scholarship begin in April.

Visa Procedures for Students

Immigration

[Visa for Taking Entrance Examination]

If you come to Japan to take an entrance examination, you must have a special visa issued by the Japanese Embassy or Consulate-General in your country. When applying for the visa, state clearly that your purpose for visiting Japan is to take a University entrance examination. Be sure to receive a visa with the status Tankitaizai (Temporary Visitor).

[Ryugaku (College Student) Visa]

(1) Visa for entering Japan as a student

Those who wish to enter Japan as a student must submit the following documents to the Japanese Embassy or Consulate-General in your country to apply for a Ryugaku (College Student) visa.

① Visa application form, ② Passport, ③ Two photos, ④ Certificate of Eligibility

●What is a visa?

A visa is required, and can be obtained at the Japanese Embassy or Consulate-General before coming to Japan. A visa is an indication of the judgment that a foreigner wishing to enter Japan has a valid passport and is allowed to enter and stay in Japan.

●What is a Certificate of Eligibility?

A Certificate of Eligibility is issued before a visa application by a regional immigration authority under the jurisdiction of the Ministry of Justice and has the advantage of reducing the time required to obtain a visa and complete immigration procedures. An application is made by either an applicant or a proxy in Japan at the nearest regional immigration authority. The following are necessary documents for the application.

- ① Application form for Certificate of Eligibility
- ② A copy of a certificate of admission (which indicates your School, Department, Course etc.)
- ③ Two photos (4cm×3cm) taken within the previous six months (without a hat, shows entire face, no objects in the background and no shadows, and is clear).
- ④ Documents certifying the contents of the research or the subjects and the number of lessons (non-regular students only)
- ⑤ Documents certifying Financial Support
- ⑥ A copy of one's passport
- ⑦ A return envelop with stamps for 420 yen

(2) Visa for those already in Japan

To enter and study at the university, you must obtain a Ryugaku (College Student) visa. If you have a resident status other than Ryugaku, such as Tankitaizai (Temporary Visitor) or Shugaku (Student), you have to go to the immigration office to apply for change of residence status.

College Student Visa for a University Student

Acquisition of status of residence

An immigration officer at the airport/seaport of disembarkation will inspect the validity of your passport and visa, purpose of the entry, expected period of stay and other factors. If you are permitted to enter the country (landing permission), the status of residence and term of residence will be decided with a "landing permission" stamp on your passport. The term of residence for those with "ryugaku (college student) status" will be one or two years.

Change in status of residence

To enter and study at university, you must obtain a Ryugaku (College Student) visa. To change the status of residence currently permitted, you must apply for permission at the regional immigration office. However, not all applications will be approved. Those who were students at a Japanese language school or other similar institution prior to entering to Osaka University with "Shugaku (school attendance) status" should apply for change to "Ryugaku (college student) status." Following documents are needed for application.

- ① Application form for certificate of status of residence(Application form is available at Immigration Bureau or can be downloaded from Ministry of Justice HP.)
- ② Passport, Alien registration certificate
- ③ a copy of an entrance permission (research student: certificate of research items)
- ④ Fee: ¥4,000 (as of June 1, 2007)

You may be required to submit other documents by the Immigration Bureau.

Extension of Term of Residence

The term of residence permitted as a student (status of residence "Ryugaku") is either two years or one year. In case you wish to extend the permitted term for reasons such as extended academic enrollment, you must apply for the extension at immigration office prior to the expiration date. The application is available starting from 2 months prior to the expiry date. Make sure to apply well in advance since the immigration office is very busy especially in March, April, September and October.

The following documents and fees are required for the application:

- ① Application form for certificate of status of residence (Application form is available at the Immigration Bureau or can be downloaded from the Ministry of Justice HP.)
- ② Student registration certificate (Your school/faculty/graduate school issue)
- ③ Transcript (Your school/faculty/graduate school issue)
- ④ Passport
- ⑤ Alien registration certificate
- ⑥ Fee: 4,000 yen

Alien Registration

① Initial registration

All foreigners who will remain in Japan for 90 days or longer are required to register by Alien Registration Law at a local municipal office. For the registration, you must go to the municipal office of your residence, fill out the Application for Alien Registration and submit it with 2 photos (4.5cm×3.5cm, taken within the previous six months, without a hat, showing entire face, no object in the background and no shadow, and is clear) and a passport. An alien registration certificate will be issued about two weeks after registration. All foreigners are obliged to carry the certificate on a daily basis. This certificate issued after registration will serve as an official certificate when you receive governmental services such as education, medical care and welfare. For those under 16 years of age, someone who is over the age of 16 and shares the same residence must register in their place. Since this is a very important certificate, make a copy and keep it in a safe place in case the original is misplaced. In case of a change in address or the term of residence is extended, you must report it to the municipal office of your new residence within 14 days.

If your period of stay in Japan exceeds the expiration date of your alien registration, you must submit your alien registration certificate, passport, two photos (4.5cm×3.5cm, taken within the previous six months, without a hat, whole face, no object in the background and no shadow, and is clear) to the municipal office for renewal before the alien registration expires.

Reason	Due date	Required items for application
Entry into Japan	Within 90 days of entering Japan	●Two photos (for those over 16 years old) ●Passport
Born in Japan	Within 60 days of birth	●Birth certificate ●Passport

※Application forms for alien registration or permission to engage in activity other than that permitted under the status of residence previously granted are available to download from the Ministry of Justice website (<http://www.moj.go.jp/>).

② Changes and corrections

Changes and corrections to your registration must be reported immediately in accordance with necessary procedures.

Reason	Due date	Required items for registration
Address change	Within 14 days of the change	●Alien registration certificate
Changes in items other than address (such as name, status of residence and term of residence)	Within 14 days of the change	●Alien registration certificate ●Document to certify the change(s) (such as passport, certificate of change in status of residence, certificate of extension of term of residence)
Corrections (such as name and birth date)	As soon as possible	●Alien registration certificate ●Document verifying the change(s) /correction(s) (such as passport)

Short Leave and Re-entry

A temporary departure from Japan to visit your home country and/or travel abroad during a long holiday will require prior permission from your instructor and submission of a temporary departure form to the division in charge of your department. You must also report your return from abroad to the division immediately. Recipients of the Japanese Government Scholarship should pay special attention, since additional procedures are required for them, such as signing a payroll claim sheet. A re-entry permit should be obtained before departure at a regional immigration office. If you depart Japan without this permit, it could take more than one month to obtain permission to re-enter, or you might have to repeat the same procedures as when you came to Japan for the first time, and you will not re-enter Japan as scheduled. If you do not re-enter within the period stipulated in the re-entry permit, more complex procedures must be followed even with the permit. Both upon temporary departure and re-entry, you must always carry your alien registration certificate with you and show it to the immigration officer at the airport. However, you do not have to return the certificate to the immigration. Be careful not to lose it while you are away from Japan. The following documents and fee will be required for re-entry:

Necessary Documents
●Application form for re-entry permit (Application form is available at Immigration Bureau or can be downloaded from Ministry of Justice HP.)
●Passport
●Certificate of alien registration
●Student ID (or ID)
●Fee: ¥3,000 (single re-entry); ¥6,000 (multiple re-entries)

*Even if you have a multiple visa, you must return your alien registration certificate upon departure if you leave Japan without re-entry permit. In that case, you must go through the alien registration procedures again at the municipal office after you come back to Japan.

Work Permit for Part-time Jobs

Those with "Ryugaku status" are not permitted to work or be compensated in the form of payment. Only those who need to supplement school and living expenses will be able to obtain a work permit, allowing them to work part time. Those who work without this permit will be subject to punishment or deportation from Japan. Standard hours per week accepted for students with a valid work permit are 28 hours or less for full-time students and 14hours or less for non-regular students, including research students. (During a long holiday season, they are allowed to work for 8 hours or less per day.) Part-time jobs involving entertainment and amusement industries are not permitted. Those who have "Ryugaku status" and need to work must apply for permission to the division in charge of their department by presenting their passport and certificate of alien registration.

*Additional information about part-time work can be obtained at Student Center and International Student Center. Japan Educational Exchanges and Services (JEES)(<http://www.jees.or.jp/>) also offers job placement service.

*The University provides graduate students with opportunities to serve as teaching assistants (T.A.) and research assistants (R.A.). TA's are selected from among high-achieving students in the first or second semester of their Doctorate Course and RA's from among high-achieving students in the second semester of their Doctorate Course.

Inviting family members to accompany you

To invite family members to accompany you while you are studying in Japan, you should apply to a regional immigration office for certification to authorize the status of residence. Although the time required for issuance of the certification will depend on which country or area you are from and/or upon your personal circumstances, it usually takes about one month. Send the certification to your family so that they can attach it when they apply for a visa at the Japanese Embassy, which will significantly shorten the time before the visa is issued. (It may take 2-3 months without the certification.) The following will be required when applying for certification:

Necessary Documents
•Application form for certificate of status of residence(Application form is available at Immigration Bureau or can be downloaded from Ministry of Justice HP.)
•Your passport
•The Certificate Detailing the Registered Matters of Alien Registration(Those of City hall or Ward office issue.)
•Financial resources documents certifying your ability to support your family (Certificate of Japanese Government Scholarship or other scholarship)
•Student registration certificate or a copy of a entrance permission
•Document verifying that you and the invited person(s) is(are) a family (Marriage certificate etc.)
•Two photographs of the family which applies to <u>the Certificate of Eligibility for Status of Residence</u> (vertical 4cm×side 3cm)
•The envelope with ¥430 postal stamps applied(vertical 22cm~×side 16cm~: Your name and mailing address written on it)
•By the Immigration Bureau judgment, you may be required to submit other documents such as a letter explaining the reasons for living together or a bank statement.

*If your child is born in Japan, please be sure to proceed to acquire a status of residence with in 30days after birth.

Location of Regional Immigration Offices

Office	Services	Hours	Location
Osaka Regional Immigration Bureau	Change of Status of Residence Permission for Extending Period of Stay Re-entry Permit Acquisition Status of Residence	Monday - Friday 9:00 ~ 12:00 13:00 ~ 16:00	1-29-53, Nankou Kita, Suminoe-ku, Osaka City, Osaka Post Code: 559-0034 TEL: 06-4703-2100
Immigration Information Center	Consultation on various issues	Monday – Friday 9:00 ~ 12:00 13:00 ~ 16:00	1-29-53, Nankou Kita, Suminoe-ku, Osaka City, Osaka Post Code: 559-0034 TEL: 06-4703-2150

*Immigration Information Center provides consultation and information regarding status of residence in English, Korean, Chinese, Spanish and other languages.

Accommodation

International students may lodge in residential facilities operated by Osaka University or other organizations. While the room rents for these publicly managed facilities are inexpensive compared with those for private housing, the maximum duration of the residence at these publicly owned facilities is one to two years and the number of rooms are limited. If you cannot enter one of these facilities or the period of stay is expiring, you must look for private housing on your own. Nearly 60% of international students of Osaka University live in private apartments near the university. Private apartments are usually unfurnished. When renting a private apartment, you usually pay an additional amount of money as a deposit upon concluding a lease agreement, which could be as much as three months rent. Around half of the payment will be refunded to you upon vacating the apartment. The landlord will keep the remaining amount in order to restore the room to its original state.

Residential Facilities for International Students

International students may lodge in residential facilities owned by Osaka University or operated by international student support organizations. About over 30% of the international students at Osaka University stay in such lodging houses. However, because the number of applicants exceeds vacancies every year, there is no guarantee you will be accepted by any of these dormitories. And many of these lodging houses permit students to stay for only one or two years, so as to make low-cost lodging available to as many international students as possible. Once this period expires, students must find private lodging. Lodging houses available to international students are shown in the following tables. Detailed information on application is available at the administrative office in charge of lodging at your school/graduate school.

1 . Residential Facilities owned by Osaka University

(1) Osaka University Suita International Student Dormitory : For unsponsored single male international students

Name	Osaka University Suita International Student Dormitory
Location	2-9 Satsukigaoka-Kita, Suita, Osaka 565-0834 TEL&FAX 06-6877-7789 Nearest train station: Minami-Senri station on the Senri line, Hankyu Railway. Take Hankyu bus for "JR Kishibe" departing Minami-Senri station, get off at "Satakedai 6-chome". The dormitory is a three-minute walk to the east.
Number of Rooms	Single Rooms (for male students): 72 rooms (16 rooms on the 1 st floor, 28 on the 2 nd floor and 28 on the 3 rd floor) Each room is 14.18 m ² .
Monthly Lodging Fee	5,900yen The lodging fee is not prorated even if a student enters or leaves the House on a day other than the first or last day of the month. Utility charges (electricity, gas and water) and common service charge are not included in the lodging fee, and must be paid separately by each boarder every month.
Lodging Period	One year or less (No re-lodging permitted.)
Application Period	All year (Applications are accepted at the website of Support Office for International Students and Scholars.)
Facilities (Private rooms)	Bed, Closet, Desk, Chair, Bookshelf, Refrigerator, Desk Lamp, Air-Conditioner, Shoe Box, Unit-Type Shower Room, Wash Stand (Shoe box, shower room and wash stand are shared by two lodgers.)
Facilities (Common area)	Lavatories, Multi-Purpose Room, Reading Room, Kitchen, Laundry Room, Bicycle Parking Area

(2) Osaka University Minoh Foreign Student House

※Mainly for international students studying Japanese on the Japanese Government Scholarship .

Name	Osaka University Minoh Foreign Student House
Location	8-1-1 Aomadani-Higashi, Minoh, 562-0022 (in Minoh campus) TEL 072-730-5479 15 minute walk to the west from Saito Nishi station on Saito line, Osaka Monorail.
Number of Rooms	Building 1: 81 single rooms (each room is 12 m ² .), 6 couple rooms (each room is 37 m ² .) Building 2: 36 single rooms (each room is 10 m ² .)
Monthly Lodging Fee	5,900yen The lodging fee is not prorated even if a student enters or leaves the House on a day other than the first or last day of the month. Utility charges (electricity, gas and water) and common service charge are not included in the lodging fee, and must be paid separately by each boarder every month.
Lodging Period	One year or less (No re-lodging permitted.)
Move-In Period	Twice a year in principle. (April or October)
Facilities (private rooms)	Building 1, Single Room: Desk, Chair, Bed, Closet, Shoe Box, Air-Conditioner Building 1, Double Room: Desk, Chair, Bed, Closet, Shoe Box, Air-Conditioner, Refrigerator, Kitchen, Bath, Lavatory, Curtain, Desk Lamp Building 2, Single Room: Desk, Chair, Bed, Closet, Shoe Box, Air-Conditioner, Lavatory, Unit-Type Shower
Facilities (common area)	Lounge, Lavatories, Multi-Purpose Room, Reading Room, Kitchen, Laundry Room, Shower Room, Wash Stand, Bicycle Parking Area

(3) Osaka University Niina International Dormitory

※Exclusively for unsponsored single female international students enrolling in regular graduate programs.

Name	Osaka University Niina International Dormitory
Location	7-1-18 Niina, Minoh, Osaka 562-0005 Nearest train station: Sakurai station on the Minoh line, Hankyu Railway. The dormitory is a twenty-minute walk to the north. 30 minutes to Toyonaka campus by bicycle. One and half hour to Suita campus by train or bus
Number of Rooms	12 single rooms (6 rooms on the 1 st floor and 6 rooms on the 2 nd floor) Each room is 20.38 m ² .
Monthly Lodging Fee	5,900yen The lodging fee is not prorated even if a student enters or leaves the dorm on a day other than the first or last day of the month. Utility charges (electricity, gas and water) and common service charge are not included in the lodging fee, and must be paid separately by each boarder every month.
Lodging Period	Specified period within the standard term of master or doctor course. (Extension of period of stay is not permitted in principle.)
Application Period	Once a year in principle.
Facilities	Desk, Chair, Bookshelf, Bed (with mattress, no bedclothes), Closet, Desk Lamp, Room Light, Refrigerator, Air-Conditioner, Curtain, Shoe Box, Telephone Line, Sink, Cooking Counter, Hot-Water Supply, Cooking Heater, Microwave, Laundry Machine (with drying machine), Wash Stand, Lavatory, Unit-type bath room

(4)Osaka University Minoh International Dormitory

※Mainly for Students the Short-term Exchange Program

Name	Osaka University Minoh International Dormitory
Location	8-1-1 Aomadani-Higashi, Minoh, 562-0022 (in Minoh campus) TEL 072-730-5479 15 minute walk to the west from Saito Nishi station on Saito line, Osaka Monorail.
Number of Rooms	40 single rooms (Each room is 11 m ²)
Monthly Lodging Fee	4,700yen The lodging fee is not prorated even if a student enters or leaves the dorm on a day other than the first or last day of the month. Utility charges (electricity, gas and water) and common service charge are not included in the lodging fee, and must be paid separately by each boarder every month.
Lodging Period	One year or less (No re-lodging permitted.)
Move-In Period	Twice a year in principle. (April or October)
Facilities (private rooms)	Desk, Chair, Bed, Closet, Shoe Box, Air-Conditioner, Lavatory, Curtain
Facilities (common area)	Lounge, Lavatories, Kitchen, Laundry Room, Shower Room.

(5) Osaka University International House

Exclusively for international researchers and students. The house comprises two main buildings (Building A and B) and one annex (Building C). International students dwell in Building C. There are single rooms for male and female students, double rooms for couples, without children and family rooms.

※

Name	Osaka University International House			
Location	1-18 Machikaneyama-cho, Toyonaka, Osaka 560-0043 (in Toyonaka campus) Phone: 06-6850-5010 20 minutes walk to the east from Ishibashi station on the Takarazuka line, Hankyu Railway. Or 10 minutes walk to the north from Shibahara station on the Osaka monorail.			
Number of Rooms	Room Type	Area	Number of Rooms	Remarks
	Family	56.00 m ²	11	Up to two children
	Couple	34.00 m ²	17	
	Single	14.00 m ²	65	
Monthly Lodging Fee	Room Type	Monthly Lodging Fee		
	Family	14,200yen		
	Couple	11,900yen		
	Single	5,900yen		
	The lodging fee is not altered even if a student enters or leaves the dorm on a day other than the first or last day of the month. Utility charges (electricity, gas and water) and common service charges are not included in the lodging fee, and must be paid separately by each boarder every month.			
Cleaning Charge (Collected at time of commencement of tenancy)	Family room: 27,000yen Couple room: 22,000yen Single room: 18,000yen			
Common Service Expense (Monthly)	Family room:2,000yen Couple room:1,500yen Single room: 1,000yen			
Lodging Period	One year. 6 months for Japanese government scholarship students. (No re-lodging is permitted.)			
Application Period	All year (Applications are accepted at the website of Support Office for International Students and Scholars.)			
Facilities (private rooms)	Air Conditioner, Hot-Water Supply, Cooking Counter, Refrigerator, Laundry Machine, Bath, Lavatory, Bed, Other Furniture			
Facilities (common area)	Main Buildings (Building A and B): Meeting Room, Library, Lobby, Japanese-style (tatami) room, Lounge Annex (Building C): Multi-Purpose Room, Counseling Room			

2 Residential facilities operated by international student support organizations

(1) Osaka International House 1

For single male and female international students(※As of November 2007). The Japan Student Services Organization (JASSO) manages it.

Name	Osaka International House 1 (Residence Hall 2)
Location	3-10-D81 Tsukumodai, Suita, Osaka 565-0862 TEL : 06-6871-2882 FAX : 06-6833-6269 10 minute walk from Minami-Senri station on the Senri line, Hankyu Railway
Number of Rooms	129 single rooms (Male : 68 rooms, Female : 61 rooms) (Kitchen, shower room, lavatories and other facilities are shared by lodging members.)
Lodging Period	Two years
Charges	Monthly Lodging Fee: 23,490yen, Initial Fee: 23,490yen Utility charges (electricity, gas and water) and common service charge are not included in the lodging fee and must be paid separately by each lodger.

(2) International Students House, Osaka (El Sereno)

For unsponsored international students. The International House, Osaka, manages it. There are single rooms for male and female students, and family suites. Before moving in, boarders must pay for Comprehensive Lodging Insurance for International Students provided by Japan Educational Exchanges and Services (JEES). Applications are accepted only one time each year, in January for lodging commencing in April.

Name	International Student House, Osaka (El Sereno)
Location	6-6 Kobai-cho, Kita-ku, Osaka Nearest train station: Minami-Morimachi station on the Sakaisuji/Tanimachi line, Osaka Subway, or Osaka Tenmangu station on the JR Tozai line. 10 minute walk from both stations.
Number of Rooms	48 single room (2 nd to 9 th floor, each room is about 28 m ² .) 6 family suites (10 th to 11 th floor, each room is about 44 m ² .)
Facilities (Private rooms)	Lavatory, Unit-type Bath, Hot-Water Supply, Pan for Washing Machine, T V Antenna, Telephone Line, Kitchen Sink, Intercom, Electric Cooker, Air Conditioner, Lighting, Writing Desk and Chair.
Lodging Fee	The lodging fee is determined on the basis of income. (See following table)

(As of FY 2009)

Income of Household (yen)	Lodging Fee (yen)/month	
	Single Room	Family Suite
123,000 or less	18,100	28,500
123,001 ~ 153,000	22,000	34,600
153,001 ~ 178,000	26,000	40,900
178,001 ~ 200,000	30,000	47,200

(4) Private Company Dormitories

Some private company dormitories are offered exclusively to unsponsored international students under the program to accept international students to company dormitories of the Corporate Friendship Network for Foreign Students. The rooms offered are generally about 4.5 Jo to 9 Jo in size (Jo is a unique area unit measurement used in Japan, equivalent to 1.55 m²). International students must pay a monthly boarding fee of about 3,000yen to 8,000yen, depending on the company offering the boarding. In addition to the boarding fee, a welfare fee, meal expenses and utility charges must be paid monthly by each boarder. Applications are accepted around February each year for boarding starting in April, and each time a vacancy occurs.

(5)Public Housing

If you satisfy all of the following requirements, you are entitled to apply for public housing provided by Osaka Prefecture.

- ① Japanese national or registered foreign resident,
- ② Live or work in Osaka Prefecture,
- ③ Currently live with family member and will continue to do so after moving into public housing,
- ④ Have an income not exceeding the limit for public housing tenants set by Osaka Prefecture, and
- ⑤ Can obtain a guarantor on the lease agreement.

Public housing complexes are available in many places throughout Osaka Prefecture. There are many in areas near Osaka University, including Suita, Toyonaka, Ibaraki, and Minoh and Ikeda cities. The rent for public housing varies according to the income of each tenant. It is generally in the range of ¥5,000 to ¥50,000 per month. Tenants are selected by a lottery system. You can apply for public housing as often as you wish until you win the lottery. Once tenancy is permitted, tenants can stay in public housing as long as all aforementioned requirements are satisfied. Detailed information is available at the website (<http://www.osaka-kousha.or.jp/>) of Osaka Prefectural Housing Corporation.

(6) Reduction of the Deposit of the Urban Renaissance Agency

When you move into an accommodations managed by the Urban Renaissance Agency (UR), you must pay a deposit. Although the required deposit is normally equal to the amount of three-months worth of rent, a plan, which reduces the deposit to one-months worth of rent, is offered to the international students of Osaka University. In order to apply for this plan, you must take out "Comprehensive Lodging Insurance for International Students".)

In case you apply for the UR residence using this plan, a special application form is required. The form is available at International Student Affairs Division.

(7) Private Housing

To find and rent private housing, the service of local real estate brokers is generally used. You may also check rental-housing magazines before consulting with brokers. Advice and information on private housing for international students is also available at the International Student Center and the advising room for international students of each school/graduate school. Osaka University CO-OP provides housing broker services for students (it charges a service fee but is very inexpensive) and issues a housing information magazine "Real Net". Contact the following CO-OP branch most convenient for you:

- Osaka University CO-OP, Toyonaka campus 06-6841-3360
- Osaka University CO-OP (Kogakubu shop) 06-6877-6507
- Osaka University CO-OP (Honbu-mae shop), Suita campus 06-6878-7953
- Osaka University CO-OP, Minoh campus 072 – 729 - 6389

A person concluding a lease agreement for private housing is generally required to find a guarantor for payment of the rent and the performance of other obligations under the agreement. Several programs and systems are provided to make it easier for international students to find a guarantor, such as the Comprehensive Lodging Insurance for International Students, Housing Rent Joint Surety Program for International Students of Osaka University and the Osaka Prefecture's Standard Form of Lease Agreement. If it is still difficult to find a guarantor even with such programs, consult with the administrative office of your school/graduate school.

Private housing is categorized into three types:

- Apartment: An apartment has one to three rooms, generally including a bathroom and kitchen.
- "Mansion"(high-class apartment): A "Mansion" is a high-class apartment house of reinforced concrete and steel-frame structure with better management than apartments. Accordingly, rent is higher than that of an apartment.
- Rental House: You may want to rent a house through a real estate broker. Generally, the rent for a detached house is quite high.

Most apartments and "Mansions" in Japan are not furnished. Tenants must furnish the residence themselves. When you find housing you wish to rent, you must conclude a lease agreement with the realtor through a real estate broker. In most cases, you will be required to pay "Shiki-kin"(deposit) and/or "Reikin"(key money) to the realtor. You must also pay a brokerage fee to the real estate broker. The average amount of rent in Osaka Prefecture are as shown in the following table, although rent and other terms of lease vary depending on the location, conditions of the property and other factors.

Type of Housing (one Jo is about 1.55 m ²)	Shiki-kin, Reikin and other charges to be paid upon conclusion of lease agreement	Monthly Rent (including management charge and common service charge)
Apartment 4.5 Jo – 6 Jo	100,000yen– 350,000yen	30,000yen- 50,000yen
"Mansion"4.5 Jo – 6 Jo	350,000yen- 450,000yen	55,000yen- 67,000yen

Before concluding a lease agreement, you must view the property to see its condition and check the terms of the agreement, in order to avoid trouble during your tenancy. During tenancy, you must observe the terms of the agreement (including rules for living on the property), and it is especially important that you do not fail to pay the rent. When you rent private housing, you must have sufficient funds to cover the following expenses:

- Tetsuke-kin (initial deposit)

If you are interested in renting a property, you may pay “Tetsuke-kin”(initial deposit) and conclude a provisional agreement with the real estate broker. The purpose of this provisional agreement is to give you the right to lease the property and keep the broker from referring or leasing the property to others before you decide to conclude the formal lease agreement. “Tetsuke-kin” paid in advance is appropriated as part of your payment when concluding the formal lease agreement. But the deposit is not refunded if you decide not to lease the property.

- Reikin (key money)

This is paid to the realtor when you conclude a lease agreement. It is not refunded upon termination of the lease.

- Shiki-kin (guarantee deposit)

When you conclude a lease agreement, you must deposit “Shiki-kin” with the realtor as security for payment of the rent. Shiki-kin is refunded when you terminate the lease and vacate the property, after a certain amount is deducted as prescribed in advance under the lease agreement (this deduction is called “Shiki-biki”). If the leased property is severely damaged or if you have any unpaid rent when you leave, the cost of repair or the unpaid amount may be deducted from the shiki-kin.

- Brokerage Fee

A commission paid to the real estate broker. It is stipulated by law that the brokerage fee should be no more than the rent for one month.

- Common Service Charge

You may be required to pay a common service charge together with monthly rent, which covers the cost of maintaining and managing public areas of the property such as corridors, stairways and elevators.

You are responsible for paying the electricity, gas, water and other utility charges directly to the providers of these services. When you terminate the lease, you are usually required to notify the landlord no later than one month before the scheduled termination date. If you terminate the tenancy without notice or with notification after this notice period, shiki-kin may not be refunded.

Comprehensive Renters Insurance for Foreign Students Studying in Japan

The Japan Educational Exchanges and Services Center provides Comprehensive Lodging Insurance for International Students. This program comprises comprehensive lodging insurance (with tenant's liability and personal liability endorsements) and guarantor indemnity funds. The premium is very affordable: ¥4,500 for one year or ¥9,000 for two years. If you reside in the housing which requires a guarantor upon concluding a lease agreement, you are required to use following stated Housing Rent Joint Surety Program for International Students of Osaka University, and the guarantor is required to be your supervisor or other appropriate person, in order to take out this insurance plan. You may apply for this program at the administrative office of your school/graduate school.

Housing Rent Joint Surety Program for International Students of Osaka University

Generally in Japan, a guarantor is required for leasing private housings. However, in most cases, it is very difficult to find an appropriate guarantor because of its responsibility to compensate for the payment in case of fire or other expenses on applicant's behalf.

For the purpose of making it easier to find a guarantor and conclude a lease agreement for international students, and reducing a mental and financial burden on one who is asked by an international student to become a guarantor, the Director of the Department of International Affairs will become a guarantor under this program for the students who cannot find an appropriate guarantor.

Undergraduate students, graduate students, research students, special auditor, special research students of Osaka University are eligible to apply for this program. Upon using this program, you must take out the Comprehensive Lodging Insurance for International Students.

After obtaining the approval of your supervisor, apply for this program at the administrative office of your school/graduate school or International Student Affairs Division.

Osaka Prefecture's Standard Form of Lease Agreement

Osaka Prefecture has developed and provides a standard form of lease agreement so that international students can conclude a lease agreement without anxiety, and to make it easy for them to find a guarantor. Because it contains the standardized terms of a lease agreement, it is easy to understand, and an agreement can be concluded smoothly. If you want to conclude a lease agreement for private housing using this form, you must be a participant in the Comprehensive Lodging Insurance for International Students offered by the Japan Educational Exchange and Services. The form is available at the administrative office of your school/graduate school.

Relocation

You may want to use a moving service to transport your belongings if you move to new housing. You can find many moving companies listed on the internet or in the telephone directory. It is better to contact several companies and ask to come to your place of residence to give an estimate (called "Mitsumori" in Japanese) of the moving. Generally, the estimate is free of charge. Choose the service provider best suited to your needs and budget by comparing the estimates and services provided. Packing services require additional charge. If you only have a few belongings to transport, it may be cheaper to use a "Takuhaibin" service (overnight courier service).

When moving to a new place, you must terminate the lease agreement of the housing that you currently live in (termination notice should be given to the lesser no later than one month before termination), and report your new address to the administrative office of your school/graduate school.

You must also follow the procedures shown below:

- Alien Registration and National Health Insurance

Before relocation, you must notify the city office of the relocation and conduct a moving-out procedure, and within 14 days after relocation, you must go to the city office of the area to which you move and conduct a moving-in procedure.

- Utility Charges

Call electricity, gas and water service providers no later than one week prior to moving out to notify them of the date of relocation. Overdue charges will be settled on the relocation date.

- Bank

Report the change of your address to the bank at which you have an account.

- Post Office

You may use a forwarding service of the postal office. If you report your new address to the post office nearest from your former housing (a free postal card for this purpose is available at any post office), the mail sent to your former address will be forwarded to the new address for one year after relocation.

Medical Services and Insurances

National Health Insurance

The National Health Insurance (Kokumin Kenko Hoken) is a nationwide mutual aid program funded by policyholder's premiums with the aim of alleviating the burden of medical expenses. Local government offices are in charge of its administration. All international students living in Japan (including accompanying family members) are required to enroll in this program.

By paying a premium and presenting the insurance card, policyholders will only have to bear 30% of the expenses required for medical treatment and/or hospitalization. This insurance covers dental treatment, chronic diseases and childbirth, which may not be covered by general overseas travelers' personal accident insurance.

To become a National Health Insurance policyholder, go to the relevant division of your local municipal office and present your Alien Registration Card. Those whose income during the previous year is lower than the standard are eligible for partial waiver of the premium. For more details, please ask at the window of city offices

A list of contacts in the vicinity of the University is as follows:

Contact Phone Numbers	
Kokuho Nenkin Iryo Ka (National Insurance and Pension Division), Minoh City Hall	072-724-6734
Hoken Nenkin Ka (Insurance & Pension Division), Ikeda City Hall	072-754-6253
Hoken Shikaku Ka (Insurance Eligibility Division), Toyonaka City Hall	06-6858-2311 (About eligibility) 06-6858-2301 (About premiums)
Kokuho Nenkin Ka (National Health Insurance & Pension Division), Ibaraki City Hall	072-620-1631
Kokumin Kenko Hoken Ka (National Health Insurance Division), Takatsuki City Hall	072-674-7075
Kokumin Kenko Hoken Ka (National Health Insurance Division), Suita City Hall	06-6384-1231

Hospitals

Hospitals in Japan are roughly categorized into general, specialized and private hospitals. It is important to find a reliable hospital in your neighborhood. Finding a doctor who specializes in pediatrics should be a priority if you accompany your children. When you go to a doctor, present the National Health Insurance card at the reception and fill in a registration card or a questionnaire about your condition while you wait your turn. After seeing a doctor, you will pay the necessary fee and receive your medicine. If you are given a prescription, you will need to go to a designated pharmacy to pick up the medicine. Many hospitals, especially dental clinics, require an appointment. If you go and see a doctor without an appointment, you may have to wait for many hours.

Medical Consultation in Various Languages

The AMDA International Medical Information Center Kansai offers a medical consultation service by phone in foreign languages as follows: (06-4395-0555; <http://homepage3.nifty.com/amdack/>)

Available Time		
English/Spanish	Monday - Friday	9 : 00 - 17 : 00
Portuguese	Tuesday	11 : 00 - 15 : 00
Chinese	Tuesday	11 : 00 - 14 : 00

Medical Institutions for Emergencies at Night and on Holidays

There are designated medical institutions open for emergencies at night, and on Sundays, national holidays, year-end and New Years, when most other places are closed. The following table is a list of such emergency institutions in 6 cities in the area around the university. Those who live in areas other than the following can obtain necessary information at the city hall of your area.

Institution	Address/Phone Number	Department/Hours	Nearest station/Access
Minoh Emergency Medical Care Center	5-1-14 Kayano Minoh-city 072-729-1981	Internal Medicine, Pediatrics, Dentistry (Sundays, Holidays, Year End and New Year Holidays) 9 : 30-11 : 30, 12 : 30-16 : 30	Get off at Minoh station on the Hankyu Minoh line. Change to the Hankyu bus and get off at Shibanishi .
Ikeda Emergency Clinic	3-1-18 Jonan, Ikeda-city (Ikeda Municipal Hospital East Wing 1F) 072-752-1551	Internal Medicine, Pediatrics, Dentistry (Sundays, Holidays, Year End and New Year's) 9 : 00-12 : 00, 13 : 00-16 : 00 [Reception is open till 11 : 30, 15 : 30]	Ikeda station on the Hankyu Takarazuka line
Medical Center (Iryo-Hoken Center)	2-6-1 Uenosaka Toyonaka-city 06-6848-1661	Internal Medicine, Pediatrics, Dentistry (Sundays and Holidays) 9 : 30-16 : 30	Get off at Toyonaka station on the Hankyu Takarazuka line. Change to the Hankyu bus and get off at Hano-Nishi 3-chome Shoji station on the Osaka Monorail.
Municipal Health Center (Shiritsu Hoken Center)	1-13-14-101 Shimae-cho Toyonaka-city 06-6332-8555	Internal Medicine, Pediatrics, Dentistry (Sundays and Holidays) 9 : 30-16 : 30	Get off at Shonai station on the Hankyu Takarazuka line. Change to the Hankyu bus and get off at Shimae.
Ibaraki Medical Center Emergency Clinic	3-13-5 Kasuga Ibaraki-city 072-625-6685	Internal Medicine, Pediatrics [Dentistry is open only on Sundays, Holidays, Year End and New Year's] (Weekdays) 21 : 00-23 : 30 (Saturdays) 15 : 00-17 : 00, 18 : 00-6 : 30 (Sundays, Holidays, Year End and New Year's) 10 : 00-11 : 30, 13 : 00-16 : 30, 18 : 00-6 : 30 [Dentistry is open till 16 : 30]	Ibaraki station on the JR Kyoto line.
Takatsuki Shimamoto Emergency Hospital	11-1 Minamiakutagawa-cho Takatsuki-city (inside Mishima Emergency Center) 072-683-9999	Internal Medicine, Surgery, Pediatrics (Weekdays) 21 : 00 ~ 7 : 00 [Reception is open till 6 : 30] Internal Medicine, Surgery, Pediatrics, Dentistry (Sundays and Holidays) [Reception is open till 6 : 30, 16 : 30] 10 : 00-12 : 00, 14 : 00-17 : 00, 19 : 00-7 : 00 [Dentistry is open till 17 : 00]	Takatsuki station on the JR Kyoto line.
After Hours Emergency Medical Care Center	1-1 Tsukumodai Suita-city (inside Senri Health & Medical Hall) 06-8024-5074	Internal Medicine, Pediatrics, Surgery, Dentistry (Sundays, Holidays, Year End and New Year's) 9 : 30-11 : 30, 13 : 00-16 : 30 Medical exam starts at 10 : 00.	Minami-Senri station on the Hankyu Senri line.

Personal Accident Insurance for Students Pursuing Education and Research

The students at Osaka University are eligible to apply for this insurance plan. This will cover unforeseen disasters and accidents during educational and research activities and commuting to school. Natural disasters such as earthquake are not included in the insurance. For further details, please ask Student Support Division.

Student Mutual Benefit (KYOSAI)

This insurance plan will cover the costs for illnesses of injuries during the time one is studying at the university. Members of University CO-OP are eligible to apply for this insurance. There are three types of insurances depending on the coverage, and you can add optional insurance for motorcycle accidents, fire etc. For further details, please ask Osaka University CO-OP.

Personal Liability Insurance for students (GAKUBAI)

This insurance will cover a student's liability to others in a daily life. Members of University CO-OP who is affiliated with the Student Mutual Benefit are eligible to apply for this insurance plan. For further details, please ask Osaka University CO-OP.

Campus Information

Libraries

Students can use the Main Library on the Toyonaka Campus, the Suita Branch Library and Life Science Branch Library on the Suita Campus and Minoh branch Library on the Minoh Campus.



To use those libraries, you must present a magnetic type of Student Card. For those who don't have the magnetic card, a Library User Card will be issued. For details, please ask the staff at any of the listed libraries.

【Operating Hours】

	Mon. – Fri.		Sat. And Sun.
	School Period	School Recess Period	
Main Library	9:00 ~ 21:00	9:00 ~ 19:00	10:00 ~ 17:00
Life Science Branch Library		9:00 ~ 21:00	
Suita Branch Library		9:00 ~ 17:00	
Minoh branch Library		9:00 ~ 17:00	10:00 ~ 16:00 (except holidays)

※URL : <http://www.library.osaka-u.ac.jp/guide/english.htm>

【Holidays】

National holidays, the New Year Holiday period (November 28 – January 4), the anniversary of the founding of Osaka University (May 1), and temporary closing.

The Main Library closes on the month-end inventory day.

In addition to those libraries, each department also maintains specialized libraries where books and material relevant to specialized studies are available. Lending services of the libraries vary at each faculty/school. Detailed information is available on the library's web site.

Cybermedia Center

To use online services of Osaka University, a student ID and password are required. You can receive a student ID from the office at the school you belong to.

- Note :
- ・ Don't lose your password.
 - ・ Don't give or lend your student ID to others.

■ Online services of Osaka University list

* Education Computer System Cybermedia Center, Osaka University (<http://www.cmc.osaka-u.ac.jp/edu/index.html>)

- ・ The Information Education System (Linux) 、 the CALL System (Windows) are available. You can use copy machines as well.
- ・ Deep Mail : Web mail is available. (<https://webmail.ecs.cmc.osaka-u.ac.jp/>)

* Web CT (<http://webct.ecs.cmc.osaka-u.ac.jp/>)

- ・ Web Ct is the web base software to support class management.
- Through Web CT, you can confirm class material which you register, submit assignment, ask professors for questions, exchange ideas among students, access to online tests to check your improvement and score.

* Knowledge of OsakaU Academic Nucleus (KOAN) (<http://www.koan.osaka-u.ac.jp/>)

- ・ This system provides online services such as class registration, listing scores, class syllabi, class questionnaires, announcement of cancelled classes and makeup classes, and the bulletin.

* Osaka University Portal System (<https://portal.osaka-u.ac.jp/>)

The system has a link to all the web base services of Osaka University to see them at once. You can access to the WebCt and KOAN through this system.

* Wireless LAN System (<http://www.wlan.odins.osaka-u.ac.jp/>)

Osaka Student ID is required for user authentication. There are many spots for wireless LAN

services in the campuses: the Museum of Osaka University, the Libraries, the Cybermedia Center, etc.

* Multimedia Terminal, Digital Library

(http://www.cmc.osaka-u.ac.jp/dlib/multimedia_terminals/index.html)

A student can use the Internet at the Multimedia Terminal in libraries.

DVDs and the satellite broadcast in U.S.A, UK, China also available at the Terminal.

For detailed information of the satellite broadcasting, see the website below.

(http://www.cmc.osaka-u.ac.jp/dlib/satellite_broadcasting/index.html)

■ To Change your password

To change your password, log on the Osaka University Portal System (<https://portal.osaka-u.ac.jp/>), click the button "change password", and change your password on the Osaka University IT Authentication Service (<https://idm01.auth.cmc.osaka-u.ac.jp/idm/user/changePassword.jsp>) .

■ To reissue your password

If you forget or lost your password, please apply for a new password.

* Required documents for a new password.

- Application form for reissuance of Osaka University ID and Password
(<http://repository.cmc.osaka-u.ac.jp/ja/application1.pdf>)

- Student ID Card or other IDs

* Offices

- User Service Unit , Cybermedia Center, in Suita Campus
- the office in Suita Educational Training Center, 1st floor.
- the office in Toyonaka Education and Research Center, 1st floor,

Health Counseling/Medical checkup: Health Care Center

The Health Care Center provides health guidance and counseling, first aid and preventive health services to students and faculty members, as well as a periodic medical checkup for all students of Osaka University.

If you have any problems or concerns relating to your health, do not hesitate to visit the Health Care Center on the Toyonaka, Suita, and Minoh Campuses. Health counseling and first aid are provided free of charge.

Consultation hours of each department during the regular school period are as shown in the following table.

Consultation hours may change during school recess and the annual medical checkup period for all students.

■ Consultation hours.

(As of April,2008)

Center	Consultation Hours	Mon.	Tue.	Wed.	Thu.	Fri.
Health Care Center on Toyonaka Campus 06 (6850) 6038	9 : 30 ~ 11 : 45	Internal Medicine Orthopedics Psychiatry	Internal Medicine	Internal Medicine Psychiatry/	Internal Medicine Orthopedics Psychiatry	Internal Medicine Psychiatry
	13 : 00 ~ 15 : 15	Internal Medicine Psychiatry Dietary Counseling*1	Health Counseling*3	Internal Medicine	Internal Medicine	-
Health Care Center on Suita Campus 06 (6879) 8970	9 : 30 ~ 11 : 45	Internal Medicine Psychiatry	Internal Medicine Psychiatry	Internal Medicine/ Psychiatry	Internal Medicine	Internal Medicine
	13 : 00 ~ 15 : 15	Internal Medicine Psychiatry Dietary Counseling*2	Health Counseling*4	Psychiatry Health Counseling (Appointment only)	Orthopedics Health Counseling (Appointment only)	Psychiatry Health Counseling (Appointment only)
Health Care Center on Minoh Campus Tel:072-730-5151	10:00 ~11:30		Consultation	Consultation	Consultation	Consultation
	12:30 ~16:00	Health Counseling	Consultation Counseling		Consultation Counseling	Health Counseling
	Night		Consultation Counseling (~ 18:30)		Consultation Counseling (~ 20:00)	

Registration for consultation is accepted up to 15 minutes before the Center Closes.

- The Health Care Center is open from 8:30 to 17:15 (12:00 ~ 13:00 is lunch time)
- Treatment such as first aid for an injury is accepted :9:00 ~ 12:00,13:00 ~ 17:00.

Note 1 4th week of each month,15 : 00 ~ 17 : 00 (Appointment only)

Note 2 2nd week of each month ,15 : 00 ~ 17 : 00 (Appointment only)

Note 3 2nd and 4th week (Appointment only)

Note 4 1st , 3rd, 5th week of each month (Appointment only)

■Medical Checkup

(As of 2008)

Month	Event	Eligibility	Place	Note
April, May	Medical check up	1 st year grade students only	Male : Gymnasium Female : Health Care Center	
	UPI Test			
	Questionnaire on enrollment			
May	Athletic check up	1 st year grade students only	Toyonaka	
	Regular medical check up for students	Students (not in 1 st year grade)	Toyonaka, Suita	
November	Flu shot	All students, (applicants)	Toyonaka, Suita	Appointment only (charged)

■Medical Certificate

Eligibility	Those who undergo the regular medical checkup for students in April or May
Application	During the beginning of June (The certificate will be based on the record of the former year if you apply before June.)
Procedure	To the Health Care Center (Suita/Toyonaka/Minoh), submit your Student ID or other IDs
Time	9:00 ~ 12:00, 13:00 ~ 17:00 You will receive the certificate on application.
Note	A handwritten certificate is issued the day after the application date (charged). (15:00 ~) If some problems are found, the certificate will be issued after doctor's consultation.

■Students Counseling Room

Students Counseling Room welcomes students who have any concerns or problems. All information will be confidential.

Appointment : Telephone or visit the room directly

Appointment Hours : 10:00 ~ 11:30、 13:00 ~ 15:30

Phone number : 06-6850-6014

Place : Toyonaka (next room to the Health Care Center),

Suita (In the Health Care Center)

Minoh (the Health Care Center)

■Women's Clinic

The women's clinic is located in the Health Care Center. You can see female counselors or doctors for physical and psychosocial concerns if you prefer female staffs as opposed to male staffs for counseling. You can ask for a referral to specialty clinics or hospitals.

The Health Care Center in Toyonaka : every Tuesday morning

The Health Care Center in Suita : every Monday evening

Not an appointment system

Sports Facilities

(1) Sports Activities

Osaka University Sport Union dedicated to promoting Sports has unites all sports groups in campus. The chairperson of the union is the principle of Osaka University.

The union has around 8,300 members, 58 certifying groups and 1,552 group members as of October 1st 2007.

(2) Cultural Activities

Osaka University Bunkakai unites cultural groups and supports their activities. 66 certifying groups and about 2,250 group members are active as of June 8th, 2007.

For detailed information, see the website below. (Japanese only)

<http://www.osaka-u.ac.jp/jp/campus/information/circle-club.html>

To use sports families, contact the Suita /Toyonaka / Minoh Student Service Centers.

Suita Student Service Center 06-6879-7120

Toyonaka Student Service Center 06-6850-5022

Minoh Student Service Center 072-730-5081

Dining Facilities

On-campus dining facility hours are as follows.

Name	Operating Hours
Toyoanaka Campus	
Cafeteria on the 3 rd floor of the Welfare Center of Univ. CO-OP (Fukuri Center)	Mon.-Fri.11 : 00 ~ 14 : 00 (Closed Sat.)
Cafeteria on the 4 th floor of the Welfare Center of Univ.CO-OP (Fukuri Center)	Mon.- Fri.11 : 00 ~ 15 : 00 (Sat. 11 : 00 ~ 14 : 00)
Basement Cafeteria in Library	Mon.-Fri.10 : 00 ~ 20 : 00 (Sat. 11 : 00 ~ 15 : 00)
Don Don	Mon.-Fri.10 : 00 ~ 17 : 00 (Closed Sat.)
Cafeteria La Forêt	Mon.-Fri.10 : 00 ~ 18 : 30 (last call - 18:00) (Sat. 11 : 00 ~ 13 : 30)
Restaurant Sora	Mon.-Fri.8 : 30 ~ 20 : 00 (Sat. 8 : 30 ~ 20 : 00)
Cafeteria-style restaurant Tsudoi	Mon.-Fri. (closed on national holidays) 11: 30 ~ 15:00, 17:00 ~ 20:00 (last call - 19: 30)
Cafeteria Saka	Mon.-Fri. (closed on national holidays) 8:30 ~ 19:00 (Sat. 10:00 ~ 17:00)
Suita Campus	
Cafeteria in School of Engineering building Famille	Mon.-Fri.10 : 00 ~ 20 : 30 (Sat. 10 : 30 ~ 14 : 30)
Restaurant Apetite	Mon.-Fri.11 : 00 ~ 14 : 00 (Closed Sat.)
Cafeteria in School of Pharmaceutical Sciences building	Mon.-Fri.10 : 00 ~ 14 : 00 (Closed Sat.)
Cafeteria in the Welfare Building of Univ. CO-OP (FukuriKaikan) Kujiraya	Mon.-Fri.8 : 00 ~ 20 : 30 (Sat. 8 : 00 ~ 15 : 00)
Coffee Shop and Snack Bar in the Welfare Building of Univ. (FukuriKaikan in front of Administration Bureau building) Hidamari	Mon.-Fri. : 30 ~ 17 : 00 (Sat. 11 : 00 ~ 14 : 00)
Cafeteria in Faculty of Dentistry building	Mon.-Fri.11 : 00 ~ 15 : 00 (Closed Sat.)
Cafeteria in the Research Institute of Microbial Diseases	Mon.-Fri.11 : 00 ~ 14 : 00 (Closed Sat.)
Restaurant on the 2 nd floor in Icho Kaikan Minerva	Mon.-Fri.11:00 ~ 14:00、 17:00 ~ 21:00 (last call - 20:00)
Sky Restaurant on the 4 th floor in Osaka University Hospital	Mon.-Fri.11:00 ~ 20: 30 (last call -)
Restaurant La Scenà on the 15 th floor in the GSE common east building, the Graduate School of Engineering	Mon.-Fri.11:00 ~ 13:30、 17:00 ~ 19:00 (Sat.11:00 ~ 13:30)
Minoh Campus	
Cafeteria Rainbow on the 1 st floor in the Welfare Building of Univ. CO-OP (Fukuri Kaikan)	Mon.-Fri.8:10 ~ 20:00
College Café (Satia) on the 2 nd floor of the Welfare Building of Univ. CO-OP (Fukuri Kaikan)	Mon.-Fri.10:00 ~ 19:00
Cafeteria (Cute) on the 1 st floor of the dormitory for foreign students (Building 1)	Mon.-Fri.11:00 ~ 13:30、 18:00 ~ 20:00 (Sat. 11:00 ~ 13:00)

Operating Hours of Shops, Postal Offices, ATMs

①Shops

Shops	Operating Hours	Note
Toyonaka Campus		
Shops on 1st floor of the Welfare Center of Univ. CO-OP.	Mon.-Fri.10 : 00 ~ 18 : 00 (Sat.11 : 00 ~ 14 : 00)	Books, foodstuffs, Daily use items
Shops on 2 nd floor of the Welfare Center of Univ. CO-OP	Mon.-Fri.10 : 00 ~ 18 : 00 (Sat.11 : 00 ~ 14 : 00)	Daily use items, foodstuffs, clothes,electric appliances
Barber Shop in the Welfare Center of Univ. CO-OP	Mon.-Fri.9 : 00 ~ 17 : 00 (Closed Sat.)	
Travel Center on 4 th floor in the Welfare Center of Univ. CO-OP	Mon.-Fri.10 : 00 ~ 18 : 00 (Sat.11 : 00 ~ 14 : 00)	Travel Agency for overseas and domestic trips
Basement Cafeteria in Library	Mon.-Fri.8 : 00 ~ 20 : 30 (Sat.10:00 ~ 14:00)	
Don Don Food Shop	Mon.-Fri.10 : 00 ~ 18 : 00 (Closed Sat.)	Foodstuffs
Community Store in Student Union Building	Mon.-Fri.8 : 00 ~ 23 : 00 (Sat.8 : 00 ~ 23 : 00)	
Suita Campus		
Kiosk in the Welfare Center of Univ. CO-OP near the School of Engineering	Mon.-Fri.10 : 00 ~ 20 : 00 (Sat.11 : 00 ~ 14 : 00)	Stationary, daily use items
Book Store in the Welfare Center of Univ. CO-OP near the School of Engineering	Mon.-Fri.10 : 00 ~ 18 : 00 (Sat.11 : 00 ~ 14 : 00)	Books
Barber Store in the Welfare Center of Univ. CO-OP near the School of Engineering	Mon.-Fri.9 : 30 ~ 18:00 (Closed Sat.)	
Travel Center in the Welfare Center of Univ. CO-OP near the School of Engineering	Mon.-Fri.10 : 00 ~ 18 : 00 (Sat.11 : 00 ~ 14 : 00)	Travel Agency for overseas and domestic trips.
Kiosk in the School of Dentistry	Mon.-Fri.10 : 00 ~ 18 : 00 (Sat.11 : 00 ~ 14 : 00)	Stationary, daily use items、 foodstuffs,
Book Shop in the Faculty of Medicine	Mon.-Fri.10 : 00 ~ 18 : 00 (Sat.11 : 00 ~ 14 : 00)	
Book Store and Kiosku in the Welfare Center of Univ. CO-OP in front of headquarters office	Mon.-Fri.10 : 00 ~ 18 : 00 (Sat.11 : 00 ~ 14 : 00)	Stationary, Books
Travel Center in the Welfare Center of Univ. CO-OP in front of headquarters office	Mon.-Fri.10 : 00 ~ 18 : 00 (Sat.11 : 00 ~ 14 : 00)	
Minoh Campus		
Cheriè on the 1 st floor of the Welfare Building of Univ. CO-OP	Mon.-Fri.8: 30 ~ 20:30 (Closed Sat.)	Food Shop
Sànti on the 1 st floor of the Welfare Building of Univ.	Mon.-Fri.10:30 ~ 20:00 (Closed Sat.)	Books Travel Agency for overseas and domestic trips.

②Post Offices

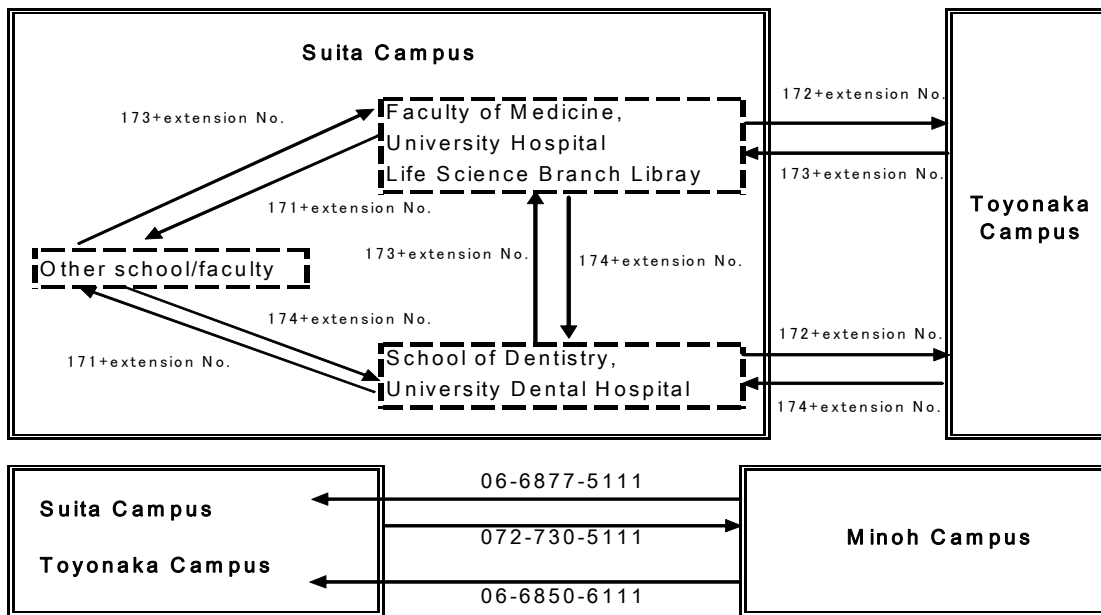
Name	Operating Hours	Location
Toyonaka Osaka University Post Office	Postal Service 9 : 00 ~ 17 : 00 Others 9 : 00 ~ 16 : 00	1 st floor, in the building of the Osaka School of International Public Policy
Suita Osaka University Post Office	Postal Service 9 : 00 ~ 17 : 00 Others 9 : 00 ~ 16 : 00	West Front, near the School of Engineering Administration Office
Osaka University Hospital Post Office	Postal Service 9 : 00 ~ 17 : 00 Others 9 : 00 ~ 16 : 00	1 st floor, the University Hospital

③Automatic Teller Machines (ATMs)

Name	Operating Hours	Location
Toyonaka Campus		
UFJ Bank	Mon.-Fri.8 : 45 ~ 19 : 00 (Sat.9 : 00 ~ 17 : 00)	Open space in front of Chemistry of LASO
Sumitomo Mitsui Bank	Mon.-Fri.8 : 45 ~ 19 : 00 (Sat.9 : 00 ~ 17 : 00)	1 st floor of the Welfare Center of Univ. CO-OP.
Post Office	Mon.-Fri.9 : 00 ~ 19 : 00 (Sat.9 : 00 ~ 17 : 00)	Toyonaka Osaka University Post Office
Suita Campus		
UFJ Bank	Mon.-Fri.8 : 45 ~ 19 : 00 (Sat.9 : 00 ~ 17 : 00)	The University Hospital
Sumitomo Mitsui Bank	Mon.-Fri.8 : 45 ~ 19 : 00 (Sat.9 : 00 ~ 17 : 00)	1 st floor in the Welfare Center of Univ. CO-OP, the University Hospital
ATMs in convenient store (UFJ Bank, Mizuho, Sumitomo Mitsui, Risona etc.)	Mon.-Fri.9:00 ~ 20:00 (Sat.9:00 ~ 14:00) (commission changes for banks except UFJ Bank)	In the 2 nd hall in the cafeteria, Famile, the School of Engineering
Post Office	Mon.-Fri.9 : 00 ~ 19 : 00 (Sat.9 : 00 ~ 17 : 00) (Sun· Holiday9:00 ~ 17:00 ,Only at post office in the University Hospital)	Suita Osaka University Post Office, University Hopital Post Office
Minoh Campus		
Sumitomo Mitsui Bank	Mon.-Fri.8 : 45 ~ 19 : 00	1 st floor, the Welfare Building of Univ.
Post Office	Mon.-Fri.9:00 ~ 19 : 00	2 nd floor, the Welfare Building of Univ.

Telephone Extensions

There is no charge for calls between telephone extensions within the campus. Calls to outside the campus will incur regular telephone charges. Please refrain from using telephones on campus (excluding pay phones) for personal matters.



Student Shuttle Bus between Campuses

School buses are operated among Toyonaka, Suita, Minoh Campuses for students (Fee of charge). This timetable may be revised when a new academic year begins. School Buses are not operated on Saturday, Sunday, or national holidays, or during school recess in spring, summer, and winter.

◆ Inter-Campus Shuttle Bus : Bus Stop and Timetable

•Minoh Campus → Suita Campus → Toyonaka Campus

Service No.	Gaikokugo-gakubu-mae (School of Foreign Studies)			Ningenkagakubu-mae (School of Human Sciences)			Toshokan-mae (Library)
	Minoh			Suita			Toyonaka
M-1	7:50	→		8:05	→		8:30
M-3	8:50	→		9:05	→		9:30
M-5	9:50	→		10:05	→		10:30
M-7	11:30	→		11:45	→		12:10
	↓			(Operating every one hour)			↓
M-21	18:30	→		18:45	→		19:10

•Toyonaka Campus → Suita Campus → Minoh Campus

Service No.	Toshokan-mae (Library)			Convention center			Gaikokugo-gakubu-mae (School of Foreign Studies)
	Toyonaka			Suita			Minoh
M-2	8:30	→		8:50	→		9:10
M-4	9:30	→		9:50	→		10:10
M-6	10:30	→		10:50	→		11:10
M-8	12:10	→		12:30	→		12:50
				(Operating every one hour)			
M-22	19:10	→		19:30	→		19:50

•Suita Campus → Toyonaka Campus

Service No.	Ko-gakubu-mae (School of Engineering)			Ningenkagakubu-mae (School of Human Sciences)			Toshokan-mae (Library)
	Suita			Suita			Toyonaka
2	8:10	→		8:15	→		8:40
4	8:30	→		8:35	→		9:00
6	8:50	→		8:55	→		9:20
8	9:10	→		9:15	→		9:40
				(Operating every 20 minutes)			
68	19:10	→		19:15	→		19:40

•Toyonaka Campus → Suita Campus

Service No.	Toshokan-mae (Library)			Ningenkagakubu-mae (School of Human Sciences)			Ko-gakubu-mae (School of Engineering)
	Toyonaka			Suita			Suita
1	8:00	→		8:25	→		8:30
3	8:20	→		8:45	→		8:50
5	8:40	→		9:05	→		9:10
7	9:00	→		9:25	→		9:30
				(Operating every 20 minutes)			
67	19:00	→		19:25	→		19:30

Information on daily life

Gas

There are two types of gas supplied in Japan: propane gas and utility gas. Osaka Gas Co., Ltd supplies utility gas in the Kansai region. When you begin living in your new residence, contact Hokubu Office, Osaka Gas Co., Ltd. (Tel: 0120-5-94817, Fax: 0120-6-94817) to make an appointment to have the gas valve opened. An employee will visit you on the appointed date to open the valve, following inspection of gas lines and appliances and instructions on how to use them. For emergencies such as a gas leak, contact the gas leak hotline, Hokubu Office, Osaka Gas Co., Ltd. (Osaka Gas Leak Call: 0120-6-19424). Osaka Gas homepage: <http://www.osakagas.co.jp/indexe.htm>

Electricity

Voltage in Japan is 100 V. The frequency of electricity supplied east of the Fuji River (Shizuoka Prefecture) is 50 Hz; on the west it is 60 Hz. Electricity in Osaka is supplied by Kansai Electric Power Co., Ltd. To begin using electricity, contact the nearest service office of Kansai Electric Power. Excessive use of electricity will short-circuit the breaker and electricity will automatically be turned off. In such a case, turn off the switch of the electric appliance you were using and turn on the breaker. When blackout is caused by lightning or other reasons, it will take some time for the electricity to be restored.

Phone number of each Service Office	
Hokusetsu Service Office, Kansai Electric Power Co., Ltd.	(Suita City, Settsu City, etc.) 06-6384-1131
Takatsuki Service Office, Kansai Electric Power Co., Ltd.	(Takatsuki City, Ibaraki City, etc.) 072-676-3131
Mikuni Service Office, Kansai Electric Power Co., Ltd.	(Toyonaka City, Ikeda City, etc.) 06-6391-1061
Homepage of Kansai Electric Power Co., Ltd: http://www.kepco.co.jp/english/index.html	

Water

Tap water in Japan, supplied by municipal governments, is safe to drink. When you move into your new residence, contact the waterworks division of the City Hall in the city you live in.

Phone number of each Waterworks Division	
Water service Department, Mino City Office:	072-724-6756
Waterworks Division, Ikeda City Office:	072-754-6132
Waterworks Department, Toyonaka City Office:	06-6858-2931
Dept. of Waterworks, Business Division, Ibaraki City Office:	072-620-1691
Waterworks Division, Takatsuki City Office:	072-674-7952
Waterworks Dept. , Suita City Office:	06-6384-1254 Operation Dept

*It is convenient to use the automatic transfer system of banks and post offices for public utility payment. You can also pay your bill each month at a bank, post office or convenience store.

Garbage Disposal

Garbage trucks collect garbage gathered at a designated place at a designated time and date. The place, time and date for collection differs from area to area (village, town and city). Garbage is generally divided into burnable garbage, unburnable garbage, recyclable material (glass, tin, aluminum, PET (polyethylene terephthalate) bottle, etc.) and large household garbage. You should be informed as to the garbage collection system of your area and follow the rules. Since some apartments and condominiums have their own rules for garbage disposal, you should inquire about the rules. As for disposal of large size household electrical appliances, you are generally required to pay a fee for collection and recycling. The following is a list of places to contact for further details:

Phone number of each division	
Waste Management Division, Minoh City:	072-729-2371
Gyomu (Operation) Center, Ikeda City:	072-752-5580 (For Collection of Extraordinary Waste) 072-754-6240 (For Starting of Rubbish Collection)
Department of Environmental Projects, Toyonaka City:	06-6858-2275 06-6858-2106
Waste Management Division, Ibaraki City:	072-634-0351
Environment Division, Takatsuki City:	072-675-5305
Suita Environmental Dept. Waste Reduction Promotion 1st Section, Suita City:	06-6832-0026

Transportation

①Railway/Subway

(First train starts between 5-6 a.m.; last train between 11-12 p.m.; runs at 5-15 minute intervals)

Toyonaka and Suita Campuses can be easily accessed by Hankyu Lines, which link the surrounding areas of the two campuses. The Hankyu network covers the Osaka, Kobe and Kyoto areas. Some of its major stations include Umeda and Juso.

The station nearest *Toyonaka Campus* is Ishibashi Station on the Hankyu Takarazuka Line, which is about a 15-minute walk to the Ishibashi Gate of the campus. It takes 17 minutes by "Kyuko (express train)" and 22 minutes by "Futsu (local train)" from Umeda to Ishibashi, and the fare is 220 yen.

The station nearest *Suita Campus* is Kita-Senri Station on the Hankyu Senri Line, about 15 minutes on foot to the Senri Gate of the campus. Kita-Senri Station, the last station on the Senri Line, has only local train service. It takes about 30 minutes from Umeda to Kita-Senri, and the fare is 260 yen.

You can also access *the Toyonaka and Suita Campuses* from Senri-Chuo Station, the last station on the Subway Midosuji Line/Kita-Osaka Kyuko Line. The Subway Midosuji Line runs north and south through the center of Osaka, linking Shin-Osaka, Umeda and Namba. Shin-Osaka Station on the Midosuji Line is located close to JR Shin-Osaka Station, where you can take the Shinkansen bullet train.

② Monorail

(First train starts between 6-7 a.m.; last one leaves between 11-12 p.m.; runs at 10-20 minute intervals)

Osaka Monorail links Osaka (Itami) Airport, Hotarugaike Station on the Hankyu Takarazuka Line, Yamada Station on the Hankyu Senri Line, Minami-Ibaraki on the Hankyu Kyoto Line, Senri-Chuo Station on the Kita-Osaka Kyuko Line, Dainichi Station on the Subway Tanimachi Line and Kadoma-Shi Station on the Keihan Main Line.

The monorail station nearest *Toyonaka Campus* is Shibahara Station, about a five-minute walk from the Main Gate of the Campus. It only takes about 7 minutes from Osaka Airport, and the fare is 240 yen.

The monorail station nearest *Suita Campus* is Handai-byoin-mae Station, which is adjacent to Osaka University Hospital. Please change to the Saito line at and Bampaku-kinen-koen Station, get off at Handai-byoin-mae Station. You may occasionally have to wait more than 10 minutes for a connecting train at Bampaku-kinen-koen Station. It takes about 25-35 minutes from Osaka Airport Station to Handai-byoin-mae Station; the fare is 420 yen.

To *the Minoh Campus*, please also change to the Saito line from line at Bampaku-kinen-koen Station, get off at Saito-nishi Station, which is the last station of Saito line. It takes about 30 minutes from Osaka Airport Station to Saito-nishi Station. The fare is 480 yen. It is about 10 minutes walk from Saito-nishi Station to the north gate

③ Bus

(First bus starts between 6-7 a.m.; last one leaves between 9-10 p.m.; at 10-20 minute intervals)

You can also access *the Suita Campus* easily by bus. Two bus company lines, Kintetsu Bus and Hankyu Bus, run through the campus sharing the same bus stops: Handai-hombu-mae, Handai-igakubu-mae and Handai-byoin-mae. Take the Kintetsu Bus from Ibaraki-Shi Station of the Hankyu Kyoto Line, and transfer to a bus bound for Handai-hombu-mae via JR Ibaraki Station. If you take Hankyu Bus, take a bus bound for Handai-hombu-mae or Ibaraki Mihogaoka, both of which leave from Senri-Chuo Station. Required travel time is about 15-30 minutes, depending on what time of day you are traveling. The fare is 210 yen.

Hankyu Bus also runs through *the Minoh campus*. The nearest bus stop is Madani-kyutaku 4 (in front of the west gate) and Handai-gaikokugo-gakubu-mae (on campus). Take a bus bound for Madani-kyutaku or a one bound for Handai-gaikokugo-gakubu-mae from Senri-cyuo-Station. A bus bound for Handai-gaikokugo-gakubu-mae runs only during a semester. It takes about 35 to 40 minutes from Senri-cyuo Station and takes 25 to 30 minutes from Kita-Senri Station. The fare is 250 yen from Senri-cyuo Station, 230 yen from Kita-senri Station. During the semester period, an exclusive non-stop bus runs between JR-Ibaraki and the Minoh campus and between Hankyu-Minoh Station and the Minoh campus. The fare is 250 yen from JR-Ibaraki, 250 yen from Hankyu-Minoh Station.

*Pre-paid cards such as "Surutto KANSAI" are convenient because you can use them for private railways, subways, buses and the monorail, except for JR. However, no discounts are available.

④ Taxi

Taxis are convenient when you are in a hurry. However, it is not recommended to take a taxi during rush hours (7-9 a.m. and 5-7 p.m.). Required time and fare depend on traffic conditions and other factors. The average time and fare are as follows:

Toyonaka Campus → Osaka (Itami) Airport:	approx. 10 min.; approx. 1,000 yen
Toyonaka Campus → Senri-Chuo Station:	approx. 10 min.; approx. 1,500 yen
Suita Campus → Osaka (Itami) Airport:	approx. 25 min.; approx. 3,000 yen
Suita Campus → Senri-Chuo Station:	approx. 10 min.; approx. 1,500 yen
Minoh Campus → Osaka (Itami) Airport	
Minoh Campus → Senri-Chuo Station:	approx. 20 min.; approx. 2,500 yen

(Kansai International Airport is far from either of the campuses; taking a taxi will cost more than 20-30 thousand yen.)

⑤Airplane

There are two major airports in Osaka, Kansai International Airport (“Kanku” for short) and Osaka (Itami) Airport. Since both are located a fair distance from the center of Osaka, it takes quite a while to get there. The following are the means of access to the campuses from the airports:

[Kanku - Suita Campus]

- (1) Kanku (Nankai Kuko Line: 47 min, 890 yen by express; 33 min, 1,390 yen by limited express) → Namba (3-minute walk) → Namba (Subway Midosuji Line/Kita-Osaka Kyuko Dentetsu: 27 min, 390 yen) → Senri-Chuo (3-minute walk) → Senri-Chuo (Osaka Monorail: 12 min, 280 yen) → Handai Byoin Mae
- (2) Kanku (Nankai Kuko Line) → Namba (3-minute walk) → Namba (Subway Midosuji Line/ Kita-Osaka Kyuko Dentetsu) → Senri-Chuo (Hankyu Bus: 10-15 min, 210 yen) →Handai Byoin Mae or Handai Hombu Mae
- (3) Kanku (Nankai Kuko Line: 47 min, 890 yen by express; 33 min, 1,390 yen by limited express) → Tengajyaya (Subway Sakaisuji Line/Hankyu Senri Line: 42 min, 490 yen) → Kita-senri (30-minute walk to the east)
- (4) Kanku (Limousine bus: approx. 85 min, 1,700 yen) → Osaka Airport (Osaka Monorail/change trains at Bampaku-kinen-koen: 24 min, 420 yen) → Handai-byoin-mae

[Kanku - Toyonaka Campus]

- (1) Kanku (Nankai Kuko Line) → Namba (3-minute walk) → Namba (Subway Midosuji Line/Kita-Osaka Kyuko Dentetsu) → Senri-Chuo (3-minute walk) → Senri-Chuo (Osaka Monorail: 6 min, 240 yen) → Shibahara
- (2) Kanku (JR Kanku Kaisoku: approx. 61 min, 1,160 yen) → Osaka (5-minute walk) → Umeda (Hankyu Takarazuka Line: 17 min by express and 22 min by local, 220 yen) → Ishibashi
- (3) Kanku (Limousine bus: approx. 85 min, 1,700 yen) → Osaka Airport (Osaka Monorail: 7 min, 240 yen) → Shibahara

[Osaka Airport - Suita Campus]

- (1) Osaka Airport (Osaka Monorail: 15 min, 360 yen) → Yamada (2-minute walk) → Yamada (Hankyu Senri Line: 2 min, 150 yen) → Kita-Senri (30-minute walk to the east)
- (2) Osaka Airport (Osaka Monorail/change trains at Bampaku-kinen-koen: 24 min, 420 yen) → Handai-byoin-mae

[Osaka Airport - Toyonaka Campus]

- (1) Osaka Airport (Osaka Monorail: 3 min, 200 yen) →Hotarugaike (Hankyu Takarazuka Line: 2 min, 150 yen) → Ishibashi
- (2) Osaka Airport (Osaka Monorail: 7 min, 240 yen) →Shibahara

[Kanku - Minoh Campus]

- (1) Kanku (Nankai Kuko Line: 47 min, 890 yen by express; 33 min, 1,390 yen by limited express) → Namba (3-minute walk) → Namba (Subway Midosuji Line/Kita-Osaka Kyuko Dentetsu: 27 min, 390 yen) → Senri-Chuo (3-minute walk) → Senri-Chuo (Osaka Monorail: 18 min, 390 yen) → Saito Nishi
- (2) Kanku (Nankai Kuko Line) → Namba (3-minute walk) → Namba (Subway Midosuji Line/ Kita-Osaka Kyuko Dentetsu) → Senri-Chuo (Hankyu Bus: 35-40 min, 250 yen) →Matani-Jyutaku 4 or Handai-gaikokugo-gakubu-mae
- (3) Kanku (Nankai Kuko Line: 47 min, 890 yen by express; 33 min, 1,390 yen by limited express) → Tengachaya (Subway Sakaisuji Line/Hankyu Senri Line: 42 min, 490 yen) → Kita-senri (Hankyu Bus: 25-30 min, 230 yen) →Matani Jyutaku 4 or Handai-gaikokugo-gakubu-mae
- (4) Kanku (Limousine bus: approx. 85 min, 1,700 yen) → Osaka Airport (Osaka Monorail/change trains at Bampaku-kinen-koen: 32 min, 480 yen) → Saito Nishi

*Student discount system

[Discount pass]

Two kinds of discount passes are available for railway, subway and bus services: undergraduates and graduates are eligible for student passes and non-regular and research students are eligible for commuter passes. (A coupon pass may be cheaper, depending on how often you use these means of transport.)

[Special rate for students]

JR offers undergraduates and graduates a 20% discount for one-way travel of 100 km or longer, by presenting a student certificate issued by the University. The student certificates for purchasing such discount tickets are limited to 10 per year.

Telephone

① Installation

Handai CO-OP provides pay service to apply for telephone installation to NTT. Your ID, such as a certificate of alien registration, and installation fee are required. Telephone equipment can be rented or purchased at any large shop dealing with electrical appliances. You can select a telephone company whose service meets your needs.

② Public phone

For domestic calls, you can use a public phone by inserting 10-yen or 100-yen coins and/or telephone cards. For international calls, prepaid cards exclusively for international calls are available at Handai CO-OP and convenience stores.

③ Cellular phone

Each cellular phone company has its own service. You can obtain information at Handai CO-OP and cell phone service shops.

④ International calls

[Dial systems for international calls]

You can place an international call through KDDI (001), Japan Telecom (0041), IDC (0061) and NTT Communications (0033). If you use the dial call system, you only need to dial the access number (001, 0041, 0061 or 0033) + 010 + national number + area number + individual number. To receive information, dial 0057 for KDDI, 0088-41 for Japan Telecom, 0066-11 for IDC and 0120-506506 for NTT Communications.

[International call through operator]

Access an operator by dialing KDDI (0051). You can choose either a person-to-person call (designate the person you are calling) or a station-to-station call (designate the telephone number you are calling). The operator will also assist you in placing a collect call.

Bank

When you open a savings account at a bank, you can use these services; deposit, money transfer, automatic payment of utility bills, payment of credit card, currency exchange, and so on. When you receive a medical fee reimbursement, you need to have your saving account at a bank to be dispatched to your bank account via direct deposit. Financial institutions are generally open from 9 a.m. to 3 p.m. on weekdays, Monday through Friday, and closed on Saturdays, Sundays and national holidays. ATM service is also available after office hours. You can deposit and withdraw money at ATMs, but you may be charged an extra handling fee for the ATM service, depending on the time of use. When you use an ATM at a bank where you do not have an account, you will also be charged an extra handling fee. Increasing numbers of convenience stores are recently making ATMs available.

① Opening a bank account

To open a savings account at a bank, submit an application form with an ID (such as a passport, alien registration certificate, national health insurance certificate, certificate of registration matters and so on) and a seal (your signature will be accepted). It is recommended to apply for an ATM card at the same time. You can use this card to obtain ATM services simply by entering a pre-registered 4-digit pin number. Be sure that your pin number is not too simple, in case the card is lost and someone attempts to use it. It is therefore recommended to choose a combination that is not too obvious. After the procedure, a bankbook will be issued on the moment. An ATM card will send at a later date.

② Overseas money transfer and currency exchange

Only a simple procedure is required for you to transfer money into the bank account of a receiver. To send money through a bank, you must fill out an application form with the name of the bank to which you wish to send the money, the

bank's location, the type and number of the receiver's account, their address and name. A handling fee is required. Post offices also provide overseas money-transfer service. You can exchange foreign currencies and cash your traveler's checks at designated banks bearing the following sign: "Authorized by Treasury Department."

③ Automatic payment of utility bills

Automatic payment service is available at banks and post offices to pay public utility bills such as electricity, gas, water, telephone calls and NHK subscription. To apply for the service, you are required to present your bankbook information along with an application form filled in with your customer number or membership number (you can find it on a receipt) with your seal (the one you used when you opened the account) on the application form.

Postal and Home Delivery Services

① Financial Service at post office

You can open an account at a post office through a similar procedure required by a bank. When you open an account, you are eligible for the post office's automatic payment service for payment of utility bills. Since a bank ATM card cannot be used for a post office

ATM, you must apply for it if needed.

② International mail

Postage for an airmail postcard to anywhere in the world is 70 yen; that for a standard size letter is 90-130 yen, depending on weight (up to 25g) and destination. Postage for non-standard size letters also depends on weight and destination: the maximum accepted weight is 2kg and the maximum postage 4,990 yen. The maximum weight for a small packet is 30kg.

③ Domestic mail

Postage for a post card is 50 yen. If you buy a "Kansei" post card, you do not need to put a stamp on it. Postage for a standard size letter is 80 yen (up to 25g) and 90 yen (up to 50g). Additional postage is necessary for non-standard size letters, letters by express and registered mail. Ask for more information at a post office.

④ International parcel shipping

Post offices and private home delivery companies provide international home delivery service. Please note that some countries have restrictions or limitations on items that can be imported. Since prices and destinations available differ from company to company, it is recommended that you carefully compare them and select the most suitable service.

⑤ Domestic parcel shipping

Post offices have "Yu-Pack" service, and other private home delivery companies have their own delivery services. "Yu-Pack" parcels can be sent from a post office or a shop with a "Yu-Pack" sign. Other home delivery services are provided at convenience stores and other shops with a home delivery company sign. Prices depend on size, weight and distance to the destination. Since some items cannot be delivered, you should ask for more information at a shop.

Shopping

①Convenience stores

Convenience stores are open from early morning until late at night, mostly round-the-clock, throughout the year. Although most of what you need for daily life can be purchased here, generally discount prices are not available. You can make photocopies, send parcels via home delivery service and pay utility bills. The stores provide many other services as well.

②Supermarkets

Supermarkets offer foods, clothes, daily necessities and electrical appliances at low prices. There are many large-scale chain stores, whose advertisement leaflets are periodically delivered with newspapers. Some large-scale electrical appliance stores offer products at quite reasonable prices.

③**Department stores** are called "Hyakka-ten" in Japanese. Department stores deal with higher quality products than do supermarkets. Prices are therefore higher. There are especially many department stores in the vicinity of terminal stations such as Umeda and Namba.

④**Flea markets, garage sales and bazaars for recyclable goods.** You will find many events held in various places where you can buy secondhand, used goods at surprisingly low prices. Some garage sales are held twice or three times a month, although not on a regular basis, in the vicinity of the University: "Omatsuri Hiroba" and "Bampaku no Mori" in Bampaku Kinen Park. Go to URL (<http://www.garagesale.co.jp/nittei.html>) for more information. The International Student Center organizes bazaars for used goods in spring and autumn.

Free Pass for Cultural Facilities

All students with "college student" status are provided free passes for certain historic spots, art and other museums and other cultural facilities. The pass is issued around April and October to all new eligible students, through student affairs office where you belong.

Newspapers

National newspapers are *Yomiuri Shimbun*, *Asahi Shimbun*, *Mainichi Shimbun*, *Sankei Shimbun* and *Nihon Keizai Shimbun*. Local newspapers and sports papers are available at kiosks in train stations and convenience stores. Papers in English are also available, such as *The Daily Yomiuri*, the *International Herald Tribune/Asahi Shimbun* and *The Japan Times*. You can also read any of these on the net. You can apply for a subscription through the Internet.

Yomiuri Shimbun <http://www.yomiuri.co.jp/>

Asahi Shimbun <http://www.asahi.com/>

Mainichi Shimbun <http://www.mainichi-msn.co.jp/>

Sankei Shimbun <http://www.sankei.co.jp/>

Nihon Keizai Shimbun <http://www.nikkei.co.jp/>

TV and Radio

Households with a television set in Japan must pay an NHK subscription fee. (Discount is available for those paying fees for a certain period at a time.) NHK and other private companies provide satellite-broadcasting services. To subscribe, you must apply for the service(s) you like and pay the fee. If you have a TV set or VC equipped with a device for sound multiplex system, you can enjoy programs, either by satellite or terrestrial, in English if they are broadcast bilingually. On radio, FM CO.CO.LO (76.5 MHz) broadcasts in multiple languages every day from 6:00 a.m. to 2:00 a.m. (1:00 a.m. on Saturdays). URL of FM CO.CO.LO: <http://www.cocolo.co.jp/english/index.html>

Driver's License, Automobiles and Bicycles

①Driver's license and automobiles

Those with an international driver's license "B" are permitted to drive a car in Japan. However, a license "A" is required in case of riding a motorcycle (including a motorized bicycle: Gentsuki). You must present your driver's license from your home country to obtain a Japanese driver's license. For driver's license information (international driver's license, how to obtain a Japanese driver's license etc.), please contact the following:

Kadoma Unten Menkyo Shikenjo (Kadoma Driving Test Venue): 06-6908-9121

Komyoike Unten Menkyo Shikenjo (Komyoike Driving Test Venue): 0725-56-1881

You can also obtain information regarding vehicle driving on the homepage of *International House, Osaka* (<http://www.ih-osaka.or.jp/i.house/>).

Although secondhand cars are relatively inexpensive to purchase, you have to secure a place to park before registration. It is difficult to obtain a parking place in most apartments and condominiums.

Even if you can find a place in the neighborhood of your residence, parking fees are quite high. Furthermore, if you drive without automobile insurance and something goes wrong, you may find yourself in a very difficult situation. The University prohibits students from driving cars or motorcycles onto the campus, in principle. You are encouraged to use a bicycle or public transportation, unless you have special circumstances.

②Bicycles

You should register your bicycle when you purchase it, in case of theft. If the shop where you purchase the bicycle does not help with the registration process, you should go to a police station for registration. You should always remember to lock up your bicycle when leaving it unattended. If your bicycle is stolen, report the theft to the police immediately.

You can't use other's bicycle without the owner's permission. You will be placed under investigation.

Authentication

When you need to submit some type of certificate, such as student registration certificate of Osaka University, to institutions concerned in your country, authentication of the consul in Japan is sometimes required with some reasons. In case you need the authentication on your certificate which is issued by Osaka University, such as student registration certificate, academic degree certificate, academic transcript and so on, you can proceed at the Foreign Ministry (Osaka Branch). Then visit the embassy or consulate to obtain authentication, and submit the certificate to the institutions concerned in your country. For more details, go to the following home page

<http://www.mofa.go.jp/mofaj/toko/todoke/shomei/index.html>

Osaka Branch (in Osaka Prefectural Head Office)

- Address : 3F 2-1-22 Otemae, Chuo-ku, Osaka city, 540-0008
- Telephone : 06-6941-4700 (direct call)
- Nearest Station : Osaka Subway Tanimachi Line Tenmabashi station Exit 3
: Osaka Subway Tanimachi Line Tanimachi 4chome station Exit 1A
: Keihan Train Tenmabashi station East Exit
- Time for Application : 9 : 15-12 : 00 14 : 00-16 : 00
Time for Acceptance : 9 : 00-12 : 15 13 : 15-17 : 00 (after the next working day)
✕Closed on Saturdays, Sundays and National holidays

In case of Emergency

If you encounter an emergency situation, call 110 (Police Department, to report robbery and other crimes), or 119 (Fire Department, to report fire or call an ambulance). These numbers are toll-free and common to all areas of Japan. You can call them from mobile phones or pay phones without inserting coin or telephone card.

(1) Robbery

If you experience a robbery (or any other crime) on campus, immediately call 110 and follow the instructions given by the police. Robberies (and loss of articles) on campus must also be reported to the administrative office of your school. If you are robbed of (or lose) credit cards, bankbooks or cash cards, you must immediately report the loss to the banks and credit card companies to close your accounts, in addition to reporting to the police.

(2) Traffic Accident

A number of students are involved in traffic accidents, including bicyclist and pedestrians struck by cars. Be alert when walking or driving to avoid traffic accidents. If you encounter a traffic accident and anyone is injured, you must first call 119 to ask for an ambulance. And then, call 110 to report the accident to the police. If you are involved in an accident, you should ask and write down the name, place of work, telephone number, license plate number and insurance status of the other parties. Also get the names and telephone numbers of any persons who witnessed the accident. When the police arrive at the scene, follow their instructions. Note that national health insurance does not cover medical costs incurred in connection with traffic accidents. Those medical costs are reimbursed at a later date from the voluntary insurance maintained by the party found to be liable for the accident. If any trouble later occurs relating to the accident, contact the Traffic Accident Consultation Section of the City Office.

(3) Fire

Have a fire extinguisher in your home for first-aid fire fighting. It is very important to extinguish a fire at the very early stage, but if you cannot control the fire, evacuating the fire scene takes priority. Call 119 immediately and alert neighbors loudly about the fire.

(4) Earthquake

Japan has many earthquakes. When a large earthquake occurs, it is very important not to panic, but to take appropriate actions calmly. Find out which is the nearest public evacuation site. It is advisable to always keep a portable radio, flashlight and other emergency items ready at home, for use in the event of power failure.

① Be prepared for earthquakes

(In a House)

- Fix tall or heavy furnishings to the wall to keep them from falling.

After you get permission from your landlord or superintendent, install equipments to keep your furnishings from falling.

You can buy those equipments at a supermarket or a department store. Fix a book shelves and heavy furnishings very tight not to fall.

- As soon as tremors have ceased, turn off electric power and close gas cocks to prevent fire.
- Keep your valuable things together.

Keep your passport and other important things in a handy location.

- Check for the safest spot in your house.

Safe places during an earthquake are near the big post, somewhere nothing heavy would fall, under study furniture.

(With your family)

- It's better to discuss about a certain emergency shelter where you get together with your family when the emergency things happen.
- Inform your emergency contact number to your children's school and kindergarten.

(When you evacuate)

- Check the location of the nearest emergency shelter.

Information concerning shelters and earthquake is available at the city or town office where you live. Please read it well.

(Useful things to get prepared)

Put the following things in one backpack, and get prepared for emergency.

Drinking water (or Juice) , Food supplies for a few days (canned food, etc) ,
Can opener, Medicine, First-aid kit, Flashlight, Radio, and New Batteries

② If the earthquake strikes

- Turn off all gas appliances. Close gas main.
- Open doors and windows to maintain an evacuation route.
- Stay away from windows to keep away from broken glass
- Stay under a sturdy desk or near the doorway which has a sturdy pole.
- If you are indoors, don't rush to go out because something might be fall on you.
- If you are outside, move to an open and safe place.

③ Instructions when you evacuate

- Panicking is the greatest danger. Stay calm, protect your head and evacuate calmly.
- Follow the advice of neighbors.

After the first few big shakes, little shakes will continue for a while, so stay away from a house. Help those around you, and try to evacuate to a safer area.

- Put on shoes to prevent from getting injured by broken glass.
- Cover your head with a cushion, and protect it.
- When smoke is visible, cover your mouth and nose with wet cloth.
- Do not use an elevator.
- Listen to the radio for correct information.
- Do not escape by car.
- You might not be able to use a phone for a while after the earthquake, since many people will be using it at one time.

When it settles, call your family in your home country and university.

(5) Typhoon

From July to September each year, Japan is struck by many typhoons that bring strong winds and heavy rain. In lowland areas or areas near water, houses are often flooded. Do not go near rivers, coasts or other water areas when your area is struck by a typhoon.

- Always keep a portable radio, flashlight and other emergency items ready at home for use in the event of power failure.
- Articles on your porch or veranda may be blown away by strong winds. Take them inside the house or fix them firmly in place.
- If a typhoon strikes your area, it is advisable to have drinking water handy in bottles or containers in case the city water service is affected by the typhoon.
- When your area is struck by a typhoon, it is best to stay at home. Watch or listen to weather reports on TV or radio, so that you can take appropriate action.

Returning to your Country

Upon completing your schedule course of study, you must go through many formalities before leaving Japan. You should be careful not to overlook any of the official procedures. Required procedures are listed below for your reference.

Furthermore, international students are expected to serve as a bridge to help promote cross cultural exchange that transcends borders. You are therefore encouraged to express your appreciation to those who have looked after you during your time in Japan, and thereby ensure continuous friendship in the future.

At the University

Required procedures at the university are generally as follows. When you decide to leave Japan, you should consult the staff in charge at your department and reconfirm what to do.

< Examples >

Application for traveling expenses required for returning home or declination (earlier than three months prior to departure for Japanese Government Scholarship students; earlier than two months for short-term JASSO scholarship recipients)

Notice of completion of course funded by the scholarship, or notice that you are not reapplying for the scholarship for the next term.

Notice of intent to moving out of the dormitory.

Cancellation of residence liability insurance

Academic achievement certificates (transcript, degree certificate etc.)

Contact information after departing Japan (address, telephone number, E-mail Address etc.)

Workplace information

Information regarding person(s) you leave in charge of paying utility and other bills after you leave Japan (Inform staff in charge of your department of person(s) name (s) and means of contact)

Informing academic societies of which you have been a member that you are leaving Japan

Application for special materials for international students who are returning to their home countries (ask staff in charge at your department regarding eligibility)

Outside the University

As a member of the community where you have lived, you are also responsible for many other formalities. You are expected to take care of these formalities, so as to avoid troubles later on.

< Examples >

Residence : notifying your landlord of your intent to move out (more than one month before moving out); informing your guarantor of your intent to depart Japan, and expressing your appreciation; restoring your apartment to the condition in which it was leased.

Bank: closing you account (ask staff in charge of clerical work about an appropriate time for account closure, since some transactions may not be completed until after you leave Japan, such as receipt of scholarship and payment of utility bills); canceling cash card and canceling automatic withdrawal service

Other cancellations: utility services (electricity, gas and water); telephone service; and NHK subscription; mobile phone service

Municipal hall: withdrawal from the National Health Insurance program and returning your insurance card
Return your alien registration card (at Immigration when departing the airport)

School-related formalities for your child (ren)

Sending your luggage: surface- mail and / or airmail

Garbage disposal: Disposal of large household garbage (contact City Hall)

Mail forwarding service: This service enables a designated person in Japan to receive your mail as delivered to your address in Japan for up to one year.

Other: informing you host family of your departure and expressing your appreciation to them, scholarship sponsors and others.

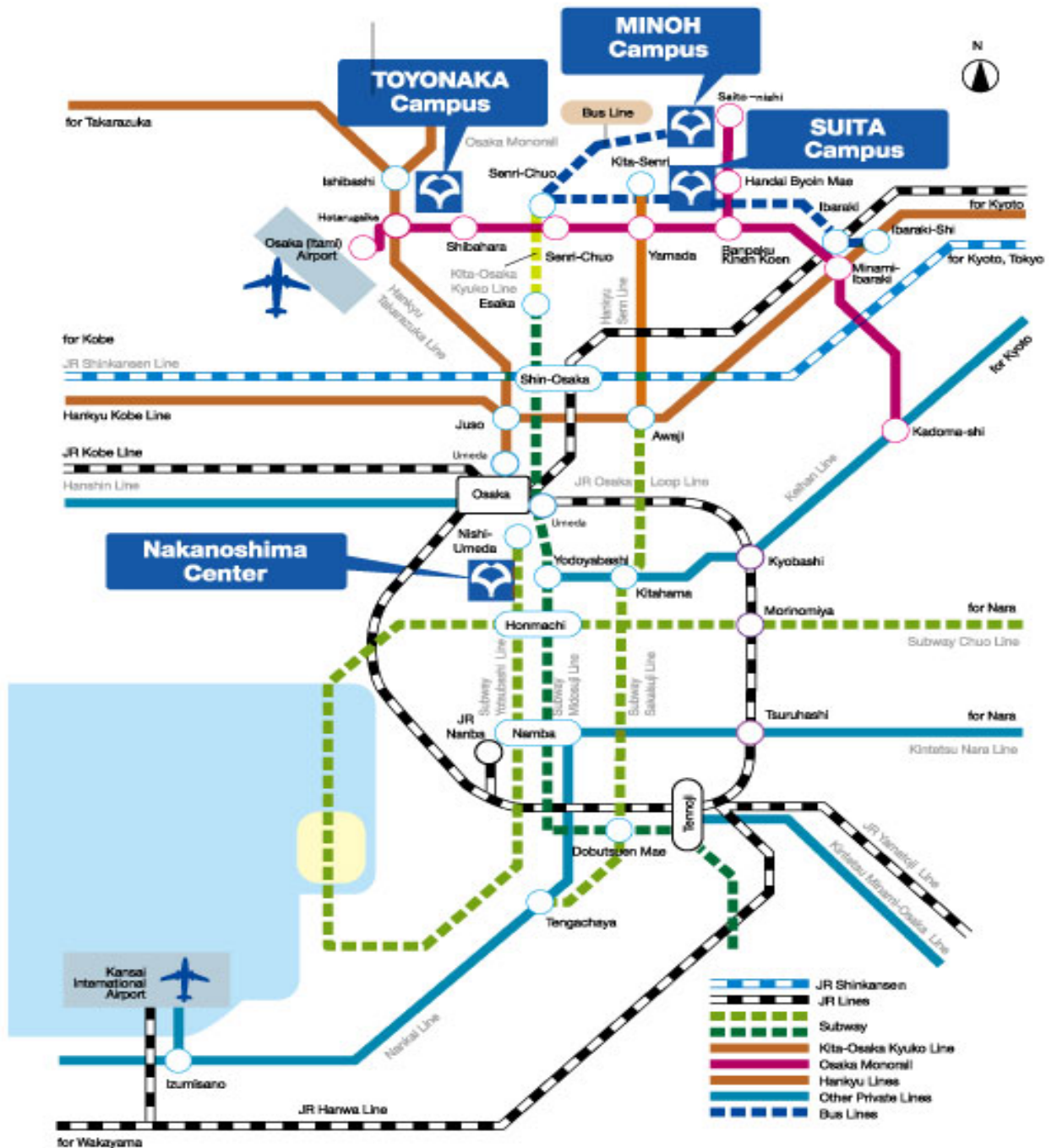
Return Trip Expenses for Japanese Government Scholarship Student

Applications/Inquiries: the office of the schools / department

Japanese Government Scholarship Students can apply for a Return Trip Expense after you complete the scholarship term. The return date should be the month when your scholarship ends and the destination shall be your home country. You cannot apply for a Return Trip Expense to go other country, or on the undesignated date. The students will receive an airline ticket from a travel agency appointed by Monbukagakusho.

Access to Osaka University

Campus Locations and Transportation



● S u i t a C a m p u s

From airports

[Osaka Airport (Itami)]

Osaka Airport Station - Handai-byoin-mae Station (Osaka Monorail) (approx.30 min)

[Kansai International Airport]

- JR Osaka Station – Umeda (Subway Midosuji /Kita Osaka Kyuko Dentetu) – Senri-chuo (Osaka Monorail) - Handai-byoin-mae Station (approx. 2 hours)
- Osaka Airport (Itami) (Airport Limousine Bus) – Osaka Airport Station(Osaka Monorail) - Handai-byoin-mae Station (approx. 2 hours)

Nearest stations and us stops

[Train]

Approx. 30 min. walk from Kita-senri Station, on Hankyu Senri Line

[Monorail]

Approx. 15 min. walk from Handai-byoin-mae Station on Osaka Monorail

[Hankyu Bus]

Senri-chuo (bound for Handai-honbu-mae or Ibaraki-mihogaoka) –Handai-honbu-mae

[Kintetsu Bus]

Ibaraki Station (Hankyu Kyoto Line) – JR Ibaraki Station – Handai-honbu-mae

● T o y o n a k a C a m p u s

From airports

[Osaka Airport (Itami)]

Osaka Airport Station - Shibahara-mae Station (Osaka Monorail) –10 min. walk to the west (approx.30 min)

[Kansai International Airport]

- JR Osaka Station – Umeda (Subway Midosuji /Kita Osaka Kyuko Dentetu) –Senri-chuo (Osaka Monorail)-Shibahara Station (approx. 2 hours)
- Osaka Airport (Itami) (Airport Limousine Bus) – Osaka Airport Station(Osaka Monorail) - Shibahara Station (approx. 2 hours)

Nearest stations

[Train]

Ishibashi Station on Hankyu Takarazuka Line – approx. 10 min. walk to the east

[Monorail]

Shibahara Station on Osaka Monorail – approx. 10 min. walk to the west

● M i n o h C a m p u s

From Airports

[Osaka Airport (Itami)]

Osaka Airport Station – Saito-nishi (Osaka Monorail) – approx.15 min. walk to the west (approx.60 min)

[Kansai International Airport]

- JR Osaka Station – Umeda (Subway Midosuji /Kita Osaka Kyuko Dentetu) –Senri-chuo (Osaka Monorail)-Saito-nishi Station (approx. 2 hours and half)
- Osaka Airport (Itami) (Airport Limousine Bus) – Osaka Airport Station(Osaka Monorail) - Saito-nishi Station (approx. 2 hours and half)

Nearest station and bus stops

[Bus]

Senri-chuo / Kita-senri Station on Hankyu Senri Line (bound for Handai-gaikokugo-gakubu-mae / Matani-jutaku) – Handai-gaikokugo-gakubu-mae / Matani-jutaku 4

[Monorail]

Saito-nishi Station – approx. 15 min. walk to the west

For request or inquiry regarding this guidebook:

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