

**KYOTO WOMEN'S UNIVERSITY**  
**INFORMATION SHEET FOR PARTNER (YEAR 2025 Spring-Fall)**  
**TO AJOU UNIVERSITY**

**A. Contact**

Name of University	(漢字) 京都女子大学 (English) Kyoto Women's University
Office dealing with study abroad/exchange	International Affairs Division
Mailing address	35 , Imagumanokitahiyoshi-cho, Higashiyama-ku, Kyoto 605-8501, Japan
Contact person for incoming students	内手 有佐 (Arisa UCHIDE)
Telephone. Fax & Email	Tel: +81-(0)75-531-7078 Fax: +81-(0)75-531-7277 E-mail: kokusai@kyoto-wu.ac.jp
Website	Japanese: <a href="https://www.kyoto-wu.ac.jp/index.html">https://www.kyoto-wu.ac.jp/index.html</a> English: <a href="https://www.kyoto-wu.ac.jp/english/index.html">https://www.kyoto-wu.ac.jp/english/index.html</a>

**B. Academic Calendar \*\*2025 schedule**

Spring Semester

\*subject to change

Orientation	Early April 2025 (TBD)
Class begins	Early April 2025 (TBD)
Class (exams) ends	End of July 2025 (TBD)

Fall Semester

Orientation	Early September 2025 (TBD)
Class begins	Middle of September 2025 (TBD)
Class (exams) ends	End of January 2026 (TBD)

**C. Admission**

Exchange period	one semester or one year
Qualifications	Undergraduate
Number of exchange students KWU accepts from Ajou University	up to 3 students *we count 1 one-year student as 2 one-semester students. Ex) If we accept 2 one-year students for the spring semester, we can accept 2 one-semester students for the fall semester.

Nomination deadline	Spring Semester: November 30 Fall Semester: April 20
Nomination process	Please send the "Nomination List for Exchange Program" via e-mail. *See attached file.
Application deadline	Spring Semester: November 30 Fall Semester: April 20
Application process	<p>1. Please access the following website for exchange students and download the required forms.</p> <p>*The website is operating for Fall 2024 now, so you cannot apply for yet. We will update and inform you in the end of July 2024.</p> <p><a href="http://www.kyoto-wu.ac.jp/english/international/exchange_program.html">http://www.kyoto-wu.ac.jp/english/international/exchange_program.html</a></p> <p>ID: Exchange_2024 Password: KWU_2024</p> <p>*This ID and Password are available for Fall 2024. That will be changed in the end of July 2024.</p> <p>2. Please apply for and upload all the documents on the website.</p> <p>*Do NOT need to send all the original documents by post.</p>
The documents required for application	<p>1. Application form and Study plan</p> <p>2. An official university transcript (in English)</p> <p>3. A recommendation letter by the faculty or advisor (In English or Japanese) *Please also check 6 ※ below .</p> <p>4. Financial statement from bank (Minimum of 600,000 JPY for one semester, 1,200,000 JPY for a year)</p> <p>5. Health record statement (Please describe any special health problems or concerns including information on diseases which student has had or has, any medications, and need of special support.)</p> <p>6. Certificate to prove your Japanese language ability (JLPT N2 level or above, or J.TEST A-C level 600 or above) ※If you do not have any test results, please ask the faculty or advisor to write on the recommendation letter mentioned in 3 above that you are at the N2 equivalent level. And then please submit it.</p> <p>7. A copy of Passport</p> <p>8. A photo data (4.0cmx3.0cm) (JPEG)</p> <p>9. Application for Certificate of Eligibility (Please fill out the Excel format part 1, part 2 &amp; part 3 for the applicant directly according to the direction.) *See attached file.</p> <p>*After our university decides to accept exchange students, they are required to submit a copy of the Certificate of Overseas Travel Insurance.</p>

Academic Requirement (both GPA and %)	Based on your university's internal requirements
Language proficiency test score (JLPT or J. TEST)	Language level: - The level N2 of Japanese-Language Proficiency Test - J.TEST A-C level 600 or above URL: <a href="https://www.jlpt.jp/">https://www.jlpt.jp/</a> (JLPT) <a href="https://j-test.jp/">https://j-test.jp/</a> (J.TEST)
Application fee and tuition fee	Waived for exchange students

#### D. Major & Course Registration

List of faculties and departments	(English) <a href="https://www.kyoto-wu.ac.jp/english/departments/univ.html">https://www.kyoto-wu.ac.jp/english/departments/univ.html</a> (Japanese) <a href="https://www.kyoto-wu.ac.jp/gakubu/index.html">https://www.kyoto-wu.ac.jp/gakubu/index.html</a>
Number of courses exchange student should take per semester	more than 7 courses (more than 10hours per week, 7-14credits)
Language used in courses	Japanese. There are some courses for studying English taught by native instructors.
Courses not open to exchange student	Some subjects accompanying experiments, practical training and skill practice. Courses will be selected according to consultation with the academic adviser which is based on: 1. The student's Japanese proficiency 2. The student's academic ability 3. The student's background knowledge 4. The student's need to transfer credits to your university 5. Course availability
Number of credits per subject	1 or 2 credits
Website link to find classes online	<a href="https://www.kyoto-wu.ac.jp/english/departments/univ.html">https://www.kyoto-wu.ac.jp/english/departments/univ.html</a> <a href="https://portal.kyoto-wu.ac.jp/portal/index/search">https://portal.kyoto-wu.ac.jp/portal/index/search</a> (Japanese only)
Japanese language courses	Exchange students can take 10 Japanese language courses per week with an extra tuition fee of 170,000 JPY/ semester. (※This additional fee applies only to the exchange students. The actual tuition fee is 380,000 JPY.) Subsidiary courses, "Study of Japanese Society I~IV", "Japanese Culture and Society I~IV" and "Academic Japanese Language I ~IV" are open to the overseas students on Monday, Wednesday, and Friday for free. Exchange students can participate in the experiencing Japanese culture events with an extra fee.

Course Registration Period	Spring Semester: Early April, 2025 (TBD) Fall Semester: Middle of September, 2025 (TBD)
The academic transcript	We will send exchange students' academic transcripts to your university. The transcript will be issued around: Spring Semester: Early October Fall Semester: Early April

#### E. Scholarship

Scholarship supported by KWU	No.
Scholarship supported by other association	If we get the information, we will let exchange students know.

#### F. Accommodation

On-campus housing	<International Dormitory KOMATSU> This is not for the exclusive use of international students. 2 - 3 students (including Japanese students) share each room. <a href="https://www.kyoto-wu.ac.jp/english/campus/accommodation.html">https://www.kyoto-wu.ac.jp/english/campus/accommodation.html</a>
Cost	Application fee: 60,000 JPY The cost per semester: 180,000 JPY Rent bedding (futon): about 10,000 JPY per semester *All international students must use the rented bedding. *The dormitory does not provide meals. * Amounts are current as of 2024. It may be subject to change in the future.
Housing application deadline	Apply by checking the box on the application form. The deadline is the same as the submission deadline of the application forms.
Other	If needed, we will help exchange students to find another apartment. *International students' housing comprehensive guarantee fee: If students stay at the off-campus dormitory or other housing, 4,000 JPY is necessary to pay.

#### G. Others

National Health Insurance	International students who stay three months or more must purchase National Health Insurance. The cost is about 20,000 JPY for one year.
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Overseas Travel Insurance	<p>Exchange students must purchase overseas travel insurance covered from the day of departure for Japan to the day of arrival in their home countries.</p> <p>A copy of the certificate of insurance is required to be submitted before departure for Japan.</p>
Pick-up service upon arrival	<p>KWU will set the specific arrival date. Exchange students will meet our staff at Kansai International Airport on the day. Exchange students need to pay their own transportation fee from Kansai International Airport to the International dormitory KOMATSU. (about 5,000 JPY)</p> <p>※All international students must use the pick-up service and come to KWU.</p>
Cost of Living (per month)	<p>Accommodation fee: about 30,000 JPY</p> <p>Rent bedding (futon): about 1,800 JPY</p> <p>Transportation fee: about 3,000 JPY ~(*It depends on the person.)</p> <p>Food &amp; other expenses: about 60,000 JPY (*It depends on the person.)</p> <p>*In addition to the above, the cost for texts and other individual fees are needed.</p>
Other required fees	<p>Activity fees: If exchange students belong to a club or join university activities, they must pay the fees.</p>