

Dear Exchange Partners,

First of all, taking this opportunity, I would like to express my sincere gratitude for your consideration to promote the relationship between our universities.

We are pleased to inform you of our application procedures for our exchange program starting in October 2021

Please refer to the attached documents and send us the required application materials by the following deadline. Application must be sent through the International Office or the department in charge of outbound exchange students at home universities.

1. Documents for Admission to Shimane University: **【Deadline: March 19<sup>th</sup>, 2021】**

- (1) Foreign Special Auditing Student Application Form (Form provided)
- (2) Course Request Form (Form Provided)
- (3) Personal Information (Form Provided)
- (4) Personal History (Form Provided)
- (5) Certificate of Health (Form Provided)
- (6) Recommendation Letter from the Dean of the Faculty or the Dean of the Office of International Programs to our Director of the Center for International Exchanges
- (7) Academic Record (Please attach an English or Japanese Translation.)
- (8) Certificate of Enrollment (Please attach an English or Japanese Translation.)
- (9) Study Plan (Form Provided, Please refer to the guideline.)
- (10) Documents to certify applicant's Japanese language proficiency if any

**\*JLPT level N3 or its equivalent preferred. Students who don't have Japanese skills equivalent to JLPT level N5 cannot be accepted.**

Documents to certify applicant's English language proficiency for the MA/PhD students who wish to be enrolled in the Special Courses for International Students provided in English

2. Documents for Immigration: **【Deadline: April 30<sup>th</sup>, 2021】**

- (1) Application for Certificate of Eligibility (Form provided)
- (2) Two photographs for your Certificate of Eligibility and Student ID card (Use only valid passport-style photographs, taken within the last six months. Write your name on the back of both photographs. (Size: 40mm by 30mm, above the chest.)
- (3) Photocopy of Passport (Copy of a page or pages with your name and passport number legible)
- (4) Pledge of Financial Support (Form provided)
- (5) Financial supporter's bank statement (Deposit balance statement)  
\*The statement must indicate the deposit has more than JPY 1,500,000.
- (6) Copy of the financial supporter's identification card
- (7) Financial supporter's Job Certificate

\*All the documents should be written in English or Japanese. Please attach Japanese or English translation to the originals in case written in any other languages.

**All application materials should be emailed first** and then posted to:

Namiko KUNISHIGE (Ms.)  
International Student Section  
International Exchange Division  
Shimane University  
1060 Nishikawatsu, Matsue, Shimane 6908504 JAPAN  
TEL: +81-852-32-7023  
FAX: +81-852-32-6481  
E-mail: [ied-ryugaku@office.shimane-u.ac.jp](mailto:ied-ryugaku@office.shimane-u.ac.jp)

\* When you email the application materials, please send the documents in the following types of format;

- Application for Certificate of Eligibility: EXCEL
- Photo data: JPEG or JPG
- Documents other than the above: PDF

❖ Information on Shimane University  
(English) <http://www.shimane-u.ac.jp/en/>

❖ “Shimane University Prospectus”  
(English) [https://kokusai.shimane-u.ac.jp/english/study\\_abroad/prospectus.html](https://kokusai.shimane-u.ac.jp/english/study_abroad/prospectus.html)

\* Please refer to these websites when the students choose faculties and departments in which they wish to study.

❖ Schedule :

No.	Item	Time
1	Application Deadline to arrive at Shimane University	<b>March 19<sup>th</sup>, 2021</b>
2	Selection within Shimane University	March - April 2021
3	Deadline for submitting documents for Immigration to Shimane University	<b>April 30<sup>th</sup>, 2021</b>
4	Permission of Acceptance to Shimane University	Mid-May 2021
5	Shimane University applies for the Certificates of Eligibility at Immigration Office	Late May 2021
6	Shimane University sends Letter of Acceptance, the Certificate of Eligibility, and housing information to the International Office of the applicant's home university.	June 2021
7	Obtain visa in home country	June - July 2021
8	Arrival in Japan	Early September 2021

\* If you cannot enter Japan by late September because of entry restrictions corresponding to COVID-19, wait in your home country until the ban on entering Japan is relaxed. You can take online classes (mainly Japanese language classes) during your wait in your home country.

❖ Other Remarks:

- (1) The number of the students to be accepted for each semester is up to the number stipulated in the agreement.
- (2) Exchange students coming for one academic year are asked to provide proof of having at least 1,500,000 yen available to cover living expenses and travel costs. We require this documented proof for immigration procedures. **There is no scholarship for exchange students.**
- (3) We will make efforts to allocate rooms of the International House and the Student Dormitory to exchange students. However, there is some possibility that they have to live in an off-campus apartment.
- (4) It is not permitted for students to participate in programs (including classes, courses, travel and so on) organized by any other institutions than Shimane University during the term of classes at Shimane University.
- (5) After entering Japan, you are required to quarantine at a hotel near the airport for 14 days because of restriction acts corresponding to COVID-19. The hotel fee and meal fee during quarantine will be borne by the student. The cost is at least 150,000 to 200,000 yen.

For further inquiries, please contact:

Namiko KUNISHIGE (Ms.) / 國繁 菜実子  
International Student Section / 留学生交流担当  
International Exchange Division / 国際交流課  
Shimane University / 島根大学  
Phone: +81-852-32-7023, Fax: +81-852-32-6481  
E-mail: [ied-ryugaku@office.shimane-u.ac.jp](mailto:ied-ryugaku@office.shimane-u.ac.jp)

Thank you for your interest and concern in the mutual relationship between our universities.

Sincerely Yours,



DEGUCHI, Akira  
Director  
Center for International Exchanges  
Shimane University