

## **Guidelines for application (General Exchange Student) 2023-2024**

Students from partner universities of Saga University can take almost all the classes (with some exceptions) offered at Saga University. Elective subjects include for example, specialized subjects, general education subjects, Japanese language courses, etc.).

### **1. Eligibility**

#### 1) Status

- The applicant must be enrolled in a full-time degree program at overseas universities that have concluded a student exchange agreement or memorandum of student exchange with Saga University.
- The student must be enrolled as a full-time student at the home institution throughout the period of study at Saga University.
- An applicant must be an undergraduate or master's course student. An undergraduate applicant must have completed at least one year of study at the home institution.

#### 2) Language Proficiency and Requirements

Undergraduate: JLPT N2 or higher

Graduate School: JLPT N1

\*For students who are unable to take the JLPT test, test scores from the Examination for Japanese University Admission for International Students (EJU) will be considered. Please contact our office if you have taken this examination.

\* Please contact our office in case the JLPT test has been cancelled and you couldn't take it.

### **2. Number of students accepted**

30 for the academic year 2023-2024

### **3. Admissions and Period of Study**

Exchange students commence their study either in October or April.

Duration of study: Either one semester or two semesters

### **4. Academic Calendar**

The academic year at Saga University is divided into spring and fall semesters.

1) Fall semester 2023:

Classes	October 2 to February 5
Winter Break	December 23 to January 7
Exams	February 7 to 14
Spring Break	February 16 to early April

2) Spring 2024 (**tentative**):

Classes	early April to late July
Exams	late July to early August
Summer Break	early August to September 30

**5. Number of class hours and Credits**

- According to Japanese Law, students must be enrolled in more than 7 classes (equivalent to 10 hours) per week.
- Students who have earned credits are provided with an official academic transcript from Saga University.
- The student's home institution may determine whether to grant the credits based on this transcript. If graduate students take a Japanese language course, Saga University will issue a certificate of class attendance.
- The number of credits that each student obtained will be reported to the international affairs division (Saga University), or the equivalent of the home university at the end of each semester.

**6. Application procedure**

1) Documents required for application

- (1) Application form (photo attached)
- (2) One (1) recommendation letter
- (3) Academic transcripts issued by the student's home institution
- (4) Language proficiency test result (Japanese)  
Students must submit JLPT score sheets or the results of the Japanese language section of the Examination for Japanese University Admission for International Students (EJU). If you use the result of the Japanese Language Section of EJU, please contact the Center for Promotion of International Exchange, Saga University.
- (5) One (1) copy of the certificate of enrollment at the Home institution: issued by the student's home institution
- (6) Application for Certificate of Eligibility (in Excel Format) (photo attached)
- (7) Certificate of Health

- (8) Financial Statement (Bank Statement, Salary certificate of your supporter, etc.) for supporting the Applicant's study abroad (At least, 60,000 yen per month)
- (9) A copy of your passport
- (10) Portfolio (only applicable to art major students) :  
Up to ten images/photos of your work. If you include moving images, submit data in the format supported by Windows Media Player or Quick Time Player and within 5 minutes.

## 2) Application Deadlines

Nomination: Fall 2023      May 1, 2023

Spring 2024    November 1, 2023

Complete application forms must reach our office by the following dates.

Fall 2023: May 15, 2023

Spring 2024: November 15, 2023

## 3) How and where to apply

1. The applicant's home university will nominate candidates. The link for accepting nominated candidates will be sent from Saga University (Center for Promotion of International Exchange) to the applicant's home university's international office.
2. Applicants need to submit their application to the International Office of their home university.
3. Note to applicants: Please scan all the documents (except application for Certificate of Eligibility, which should be sent in Excel format), and send them by e-mail. Documents should be sent through the international office of your home university. We don't accept any documents sent directly by students. You don't have to send original documents by post.

Where to Send: student-int@mail.admin.saga-u.ac.jp

Person in charge : Ms. Yamada, Center for Promotion of International Exchange

## **7. Notification of results**

The results of the preliminary document screening examination will be made available to students through their home institutions.

Fall 2023: Mid-July 2023

Spring 2024: Early February 2024