

Số : 600 /XHNV-ĐT

V/v: chương trình trao đổi học viên, sinh viên tại  
Đại học Kanagawa, Nhật Bản

Hà Nội, ngày 17 tháng 03 năm 2021

Kính gửi: Thủ trưởng các đơn vị

Nhà trường nhận được công văn số 633/ĐHQGHN-ĐT ngày 11/03/2021 của Giám đốc Đại học Quốc gia Hà Nội về chương trình trao đổi dành cho học viên, sinh viên tại Đại học Kanagawa, Nhật Bản, Nhà trường thông báo tới các đơn vị thông tin về khóa học như sau:

**1. Đối tượng tham dự:** Sinh viên và học viên của Đại học Quốc gia Hà Nội (ĐHQGHN).

**2. Thời gian tham dự:** từ tháng 9/2021-01/2022.

**3. Chỉ tiêu hồ sơ:** 03 học viên/sinh viên.

**4. Điều kiện tham dự khóa học:**

- Là sinh viên đại học năm thứ 2, năm thứ 3 hoặc học viên cao học đã hoàn thành ít nhất 01 học kỳ trở lên của ĐHQGHN.
- Điểm trung bình chung (TBC) 2.8/4.0 trở lên.
- Có trình độ tiếng Anh tối thiểu là IELTS 5.5 hoặc tiếng Nhật tối thiểu N2.
- Sinh viên đăng kí tham dự có chứng chỉ tiếng Anh chỉ được học các ngành Khoa học tự nhiên hoặc Quản trị kinh doanh.
- Học viên cao học đăng kí tham dự có chứng chỉ tiếng Anh chỉ được học các chuyên ngành Khoa học tự nhiên, Kỹ thuật và Quản trị kinh doanh.

**5. Hồ sơ đăng ký:**

- Sinh viên/ học viên hoàn thiện mẫu đơn đăng ký của ĐHQGHN.
- Bảng điểm có xác nhận của đơn vị đào tạo.
- Giấy khám sức khỏe có xác nhận của bệnh viện.
- Chứng chỉ ngoại ngữ.
- Bản photo hộ chiếu.
- Các loại giấy tờ khác theo yêu cầu của đối tác (tài liệu đính kèm).

**Lưu ý:**

- Sinh viên phải scan các tài liệu thành từng file PDF để hoàn thiện hồ sơ online. Sinh viên lưu các thông tin theo mẫu: \*Tên sinh viên\_Tên file\*. Ví dụ: NguyenHaLinh\_Academic Transcript” để gửi đối tác khi có yêu cầu.

**6. Chí phí tham dự khóa học:** Sinh viên/ học viên tham dự chương trình trao đổi sinh viên với Đại học Kanagawa sẽ được miễn học phí. Các chi phí khác sinh viên/ học viên tự thanh toán. Sinh viên tham khảo thêm thông tin chương trình theo tài liệu đính kèm và tại website của Đại học Kanagawa: [http://www.kanagawa-u.ac.jp/english/admissions/exchange\\_program.html](http://www.kanagawa-u.ac.jp/english/admissions/exchange_program.html).

**7. Hạn nộp hồ sơ:** 15h ngày 23/03/2021.

Nhà trường thông báo để các đơn vị thông tin, tư vấn cho sinh viên/ học viên và xét chọn sinh viên/học viên đáp ứng yêu cầu của chương trình. Các đơn vị tập hợp hồ sơ và lập danh sách gửi về Phòng đào tạo (liên hệ: Phạm Thị Quỳnh Hương, phòng 609B nhà E) để Phòng đào tạo gửi hồ sơ báo cáo ĐHQGHN xét duyệt.

Trân trọng cảm ơn./.

**Nơi nhận:**

- Như trên;
- Lưu ĐT, HC-TH



**KT HIỆU TRƯỞNG**  
**PHÓ HIỆU TRƯỞNG**

*Lại Quốc Khánh*  
**PGS.TS. Lại Quốc Khánh**

## Application Information for Exchange Program at Kanagawa University Second Semester 2021

Kanagawa University announces the application information for the exchange program of Second Semester 2021 for the students from partner institutions as below:

### 1. Kanagawa University Student Exchange Program

Exchange students at Kanagawa University each belong to a department or graduate school, and they study subjects in their study field and Japanese language subjects and subjects related to Japan.

\* This application Information is only for the exchange program of Second Semester 2021.

### 2. Period of Student Exchange

Our exchange program is from April to July (1<sup>st</sup> semester) and from September to January (2<sup>nd</sup> semester) every year. You may start the program in April or September for one semester or two. Most of the classes run for a semester only, but some classes start in April and run for two semesters. Changes to the period of study after application are not accepted in principle so please confirm the period before you apply. Please ask for any details.

### 3. Contact Information and Application Inquires

Website URL	<a href="https://www.kanagawa-u.ac.jp/english/admissions/exchange_program.html">https://www.kanagawa-u.ac.jp/english/admissions/exchange_program.html</a>
Address	International Center, Kanagawa University, 3-27-1 Rokkakubashi, Kanagawa-ku, Yokohama, Japan 221-8686 Tel: +81-(0)45-491-1701 Fax: +81-(0)45-481-6011 Email: <a href="mailto:intl-inbound@kanagawa-u.ac.jp">intl-inbound@kanagawa-u.ac.jp</a>

### 4. Timeline for Admission and Academic Schedule

We will inform you the exact academic calendar after you have been accepted. There may be changes to the schedule.

	Study abroad from Semester 2 (September 2021)
① Online Application Period	Mar 1 to Apr 15, 2021
② Notification of acceptance	Late Jun, 2021
③ Release of COE	Late Jul, 2021
④ Release of Orientation Schedule	Early Aug, 2021
⑤ Arrival in Japan	Early Sep, 2021
⑥ Orientation week for Exchange Students	Early Sep, 2021
⑦ Lectures begin	3 <sup>rd</sup> week of Sep, 2021
⑧ Lectures end	Mid Jan, 2022
⑨ Examinations (Undergraduate students)	Late Jan, 2022
⑩ Farewell Ceremony	End of Jan, 2022

## 5. Eligibility

In order to apply for the Exchange Program, you must:

- (1) be a student at one of the partner institutions of Kanagawa University and recommended by the institution;
- (2) have the language ability stated below:

Faculty/Graduate School			Japanese Language Proficiency Test
Undergraduate (Faculty)	Yokohama Campus	<ul style="list-style-type: none"> <li>- Law,</li> <li>- Economics,</li> <li>- Foreign Languages,</li> <li>- Human Sciences,</li> <li>- Engineering</li> </ul>	Equivalent to N2 of Japanese Language Proficiency Test or above
	Shonan Hiratsuka Campus	<ul style="list-style-type: none"> <li>- Science</li> </ul>	Equivalent to N2 of Japanese Language Proficiency Test or above, or enough English proficiency for taking courses in your study area. (equivalent to CEFR B1 level)
	<u>Minato</u> <u>Mirai Campus</u>	<ul style="list-style-type: none"> <li>- Business Administration</li> </ul>	Equivalent to N2 of Japanese Language Proficiency Test or above, or enough English proficiency for taking courses in your study area. (equivalent to CEFR B1 level)
		<ul style="list-style-type: none"> <li>- Foreign Languages,</li> <li>- Cross-Cultural and Japanese Studies,</li> </ul>	Equivalent to N2 of Japanese Language Proficiency Test or above
Post Graduate (Graduate School)	Yokohama Campus	<ul style="list-style-type: none"> <li>- Law,</li> <li>- Economics,</li> <li>- Foreign Languages,</li> <li>- Human Science,</li> <li>- History and Folklore Studies</li> </ul>	Equivalent to N2 of Japanese Language Proficiency Test or above
		<ul style="list-style-type: none"> <li>- Engineering</li> </ul>	Equivalent to N2 of Japanese Language Proficiency Test or above, or enough English proficiency for taking courses, research in your study area. (equivalent to CEFR B1 level)
	Shonan Hiratsuka Campus	<ul style="list-style-type: none"> <li>- Science</li> </ul>	Equivalent to N2 of Japanese Language Proficiency Test or above or enough English proficiency for taking courses, research in your study area. (equivalent to CEFR B1 level)
	Minato Mirai Campus	<ul style="list-style-type: none"> <li>- Business Administration,</li> </ul>	Equivalent to N2 of Japanese Language Proficiency Test or above or enough English proficiency for taking courses, research in your study area. (equivalent to CEFR B1 level)

\* Even if you have not yet taken the JLPT, we might accept your application if you submit the Japanese Language Ability Assessment Form and it is certified that you have Japanese language ability equivalent to N2 or above. However, there may be restrictions imposed with regard to the registration for Japanese language classes.

\* Even if you do not have Japanese language ability equivalent to N2 or above, we might accept your application if there are classes conducted in English in your faculty/graduate school and you have enough English proficiency (equivalent to CEFR B1 level) for taking courses in your study area. Please ask for any details.

\* With regard to Second Semester 2021, if the total number of applicants is deemed to be more than we are able to accept, we may impose a maximum limit on numbers from each partner university.

## 6. How to Apply/Application Materials

### <How to Apply>

After being officially selected as an exchange student by your home institution, please apply online at the website listed below.

[https://www.kanagawa-u.ac.jp/english/admissions/exchange\\_program.html](https://www.kanagawa-u.ac.jp/english/admissions/exchange_program.html)

After applying to the website, we will announce confirmation to you. We may ask you to modify the documents, so please do not post the original documents until we ask you to do so. And please post the original documents through your home university, please do not post them by yourself.

### <Application Materials>

All documents must be prepared all in either Japanese or English.

A translation of each document should be attached along with the original if any documents are prepared in other languages. Please post the original documents by courier. Also, we do not return the original documents after the application.

How to Apply	Application Materials		Format	Deadline
<ul style="list-style-type: none"> <li>After completing online, send original documents by post</li> </ul>	①	Copy of Online Application Form (Printed and signed)	fixed	Online application [2 <sup>nd</sup> semester from September, 2021] <b>By 5<sup>th</sup> April, 2021</b> • After application, the International Center will contact applicants with a confirmation of receipt. • Please post the appropriate documents only after receiving word from the International Center. (We may ask you
	②	Certificate of Enrollment	—	
	③	Official Academic Transcripts issued by Home Institution	—	
	④	Application for Certificate of Eligibility	fixed	
	⑤	Bank Balance Certificate, Scholarship Certificate	—	
<ul style="list-style-type: none"> <li>Complete online only</li> <li>※If you have not studied Japanese previously, ⑦ need not be submitted.</li> </ul>	⑥	Letter of Recommendation	—	
	⑦	Copy of Japanese Language Proficiency Test results※	—	
		(For those who have not sat JLPT or those who have N3 level or below.) Japanese Language Ability Assessment Form※	fixed	

<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: auto;">           Send only by post         </div>	⑧	Statement of Academic Objectives	fixed	to make amendments.)
	⑨	Photocopy of valid passport	—	
	⑩	Certificate of Physical Condition	Fixed	
	⑪	3 ID photos (3cm×4cm、 Taken within one month) <u>Please make sure to send photos taken within one month by post.</u>	—	

※ Please submit the following if you apply for the Department of Architecture, Faculty of Engineering or Course of Architecture and Building Engineering, Graduate School of Engineering.

Complete online only	⑫	Portfolio (Maximum size: 15 pages)	—	Same as above
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※ For students with citizenship of countries with strict entry evaluation (as designated by Immigration Services Agency of Japan), in the case where the Payer of Expenses is not the Applicant, please also submit the following documents (inquiry for details).

<ul style="list-style-type: none"> <li>● After completing online, send original documents by post.</li> </ul>	⑬	Affidavit of a Payer of Expenses	fixed	Same as above
	⑭	Notarization Certificate of Family Relationships	—	

## 7. Other

### <Certificate of Eligibility>

Kanagawa University will, on behalf of Exchange Students, apply to the Immigration Bureau in Japan for the Certificate of Eligibility (COE).

As soon as the Certificate is issued, it will be sent to your institution. You will need to bring the COE to your local Japanese Embassy or Consulate in order to obtain a Student Visa.

### <Student Accommodation and Homestay>

Kanagawa University has accommodation for exchange students. Please apply during the online application process. We can also introduce homestays and so on. Please ask for any details.

### <Subject Selection>

An Exchange student must take at least 6 classes/semester (1 subject = 100 minutes/week, 600 minutes per week in total) to maintain eligibility for their student visa.

\*Except for graduate students who will need to spend more time on research activities.

However, we request graduate students register for at least 1 class.

Please refer to the details about subject registration at the below URL in order to plan your study program beforehand.

[https://www.kanagawa-u.ac.jp/english/admissions/exchange\\_program.html](https://www.kanagawa-u.ac.jp/english/admissions/exchange_program.html)

### <Kanagawa University, Yoneda Yoshimori Education Scholarship for Exchange Students>

Kanagawa University offers scholarships for exchange students from partner institutions. There are some conditions and the application procedure will be explained during the orientation week.

Exchange students might instead be allocated the scholarship called "Student Exchange Support Program (Scholarship for Short-Term Study in Japan)" from Japan Student Services Organization (JASSO) if we receive

the funding.

**<Security Export Control and Research activities>**

Kanagawa University applies strict security export control

according to the Foreign Exchange and Foreign Trade Act. Students who are enrolled in Kanagawa University as exchange students will agree to conduct research, studies and other activities in accordance to the various rules put in place by Kanagawa University regarding security export control.