

Application Guide for Student Exchange Program
at the Faculty of Economic Sciences, Niigata University (as of April 1, 2022)

1. Academic Calendar

Spring (First) Semester: April until September (Classes end in mid-August)

Fall (Second) Semester: October until March (Classes end in mid-February)

2. Eligibility

The applicant must be registered in a degree program in a partner institution of our Faculty and nominated by the partner institution.

3. Application Deadline

Spring (First) Semester (April Start): October 31 of the previous year

Fall (Second) Semester (October Start): April 30

4. Application Process

First: Send an e-mail with the following files attached through the person in charge at your institution.

- Program Application Form (the form included in this application package)
- Passport Sized Photo (4cm x 3cm)
- Certificate of Enrollment (in English)
- Official University Transcript (in English)
- A Letter of Recommendation from Dean or a professor of your institution (either in Japanese or English)
- Certificate or Score Report of the official language proficiency tests (both JLPT for Japanese and TOEFL or TOEIC for English)
- Certificate of Health issued within 3 months (the form in this package)

Next: If the applicant meets the eligibility requirements and the application is approved by our Faculty, he/she will also be required to submit files and documents for both admission and immigration procedure.

Send the following files to apply for “Certificate of Eligibility for a Status of Residence” (necessary for the applicant to obtain the student visa)

- Application form for Certificate of Eligibility (the form in this package)
- A photocopy of the passport (the page including the applicant's photo and passport number)
- Certificate of Deposit Balance issued by a bank (in English)
The amount must be more than JPY600,000 per semester (JPY100,000 per month).
**If the bank account on this Certificate is not under the applicant's name, he/she has to submit the following statement.
- Financial Support Statement signed by the bank account holder (parents or other)

Send the following documents by courier (EMS, FedEx or DHL, etc.).

The original paper documents of the data already sent to us;

- Certificate of Enrollment (in English)
- Official University Transcript (in English)
- A Letter of Recommendation from Dean or a professor of your institution
- Three copies of the printed Photo (4cm x 3cm)
- Certificate of Health
- Certificate of Deposit Balance (and Financial Support Statement Form, if necessary)