

# OSAKA UNIVERSITY OF ECONOMICS

## Application Guideline for International Exchange Student

2026 Spring Semester

Dear colleagues and partners,

Those who would like to study at Osaka University of Economics (OUE) as international exchange students are requested to apply through international office at their home university. If you have students who are interested in studying at OUE, please nominate candidates (normally not more than two students) and send us their applications **by October 31<sup>st</sup>, 2025.**

### 1. Academic calendar

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#### 2026 Spring semester (Tentative)

Classes:	Early April – Late July
Examination:	Late July – Early August
Summer break:	Early August – Mid-September
Evaluation:	September (※Official transcript will not be issued before evaluation.)

#### 2026 Autumn semester (Tentative)

Classes:	Mid-September – Late January
Examination:	Late January – Early February
Winter break:	Late December – Early January
Evaluation:	February (※Official transcript will not be issued before evaluation.)

### 2. Benefits

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According to the terms of the agreement between your university and OUE, your students will not be charged tuition at our university. Each student is responsible for their personal expenses such as meals, transportation and living expenses.

\*Dormitory fee is also exempted if it is provided for on the Student Exchange Agreement between your university and OUE.

### 3. Classes and language requirement

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International exchange students enroll in regular courses, according to the policies and regulations of OUE, and are required to take at least 7 classes to apply for the status of residence as “Student”. Most classes are lectured in Japanese and most textbooks are also in Japanese. International exchange students are requested to have at least JLPT N2 level or

equivalent of Japanese proficiency. Students who completed the course are given “Certificate of Completion” and “Official Transcript”.

We have no special courses for international exchange students except Japanese classes twice a week, 90 minutes each. International exchange students take regular classes with our Japanese students although there are some classes they cannot take due to an educational reason or class capacity. Please note that international exchange students for graduate studies can only take classes offered by the graduate school.

You can check the syllabus on our website (only in Japanese).

URL: <https://syllabus.osaka-ue.ac.jp>

Any academic credits received during the course may be transferred to the home university in accordance with regulations of the home university. Please make sure your students receive full explanation about their credit transfer at your university and they have no problem with their credits before they apply for the exchange program. It is their own responsibility to make sure the grades they may or may not earn at our university will not in any way prevent the graduation from the home university or any other study plans they have at the home university.

#### 4. Accommodation

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For female students, we have Zuiko Center, a university dormitory located in the walking distance from the main campus. A single room is provided to each student, equipped with bed, closet, bathroom, desk and air-conditioner. The dormitory fee is 40,000 Japanese yen per month (including the cost of utilities and common service fee). They need to pay clearance expense of 10,000 Japanese yen when moving in. They also need to prepare futon and beddings for themselves. Laundry facilities are available for free in the dormitory. Free Wi-Fi is available too. The dormitories do not have cafeterias, so students are supposed to cook for themselves or go to the cafeterias or diners near the dormitory.

For male students, because Ohgimachi Center is to be closed on 2026 March, arrangements are currently underway. At this point, the location and cost of the accommodation have not yet been determined. We will inform you as soon as the details are finalized.

\*Dormitory fee is exempted if it is provided for on the Student Exchange Agreement between your university and OUE.

#### 5. How to Apply

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### **Nomination and Application deadline: October 31<sup>st</sup>, 2025**

Starting from the 2026 academic year, we will begin accepting nominations through the Speed Visa system. We have sent invitation email for account registration required to use SpeedVisa to the coordinators of each partner institution. Please check your email and complete the account registration before submitting the nominations. If you have not received the invitation email, please contact us.

For instructions on how to operate the Speed Visa nomination screen, please refer to the information on SpeedVisa help center; <https://help.kusunoki.ltd/en/speedvisa/0002>

With the introduction of Speed Visa, submission of original documents is no longer necessary. However, if there are any deficiencies in the documents, you will be asked to modify or resubmit the documents.

Please be informed that you need to upload the documents below to complete the nomination.

1. Application for international exchange program
2. Curriculum Vitae
3. Certificate of Health
4. Certificate of financial guarantor-ship (issued by your university)
5. Student registration certificate (issued by your university)
6. Copy of passport
7. Copy of the certificate proving applicant's Japanese language proficiency
8. ID photo data in JPEG file.  
\*4 cm x 3 cm bare-headed, full face, bust photograph taken within three months
9. Self-introductory note (in Japanese)

\*For documents 1, 2 and 3, please use the designated format.

All documents except for the "3. Certificate of Health" and "6. Copy of passport" are mandatory. If you are unable to submit them by the deadline, please send them to us, [kokusai@osaka-ue.ac.jp](mailto:kokusai@osaka-ue.ac.jp) by email as soon as they become available.

Once we receive the nomination, an invitation email for the Certificate of Eligibility (CoE) application will be sent directly to the nominated students by email via SpeedVisa.

Please inform your students to create a SpeedVisa account, and promptly complete the procedures for the CoE application. The CoE is a required document when applying for a student visa to study in Japan.

The issuance of the CoE takes approximately one to three months. Once the CoE is issued, a PDF copy will be sent to each nominated student via email. The original document will be posted by EMS to the student's home university. Upon receiving the CoE, please instruct your student to promptly apply for a student visa at the nearest Embassy or Consulate-General of Japan.

Please be noted that if the applicants cannot get student visa by the date on which they are supposed to come to Japan, OUE has no responsibility regarding the delay of schedule.

## 6. Contact

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