

東亜大学交換留学プログラム申請書類

APPLICATION DOCUMENTS REQUIRED FOR EXCHANGE STUDENT STATUS

Exchange student applicants need to apply to the Home University, University of East Asia University by sending the following documents through the university you are currently attending. The deadline for application is at least five months before the period for which a student wishes to study at University of East Asia.

1. Exchange Student Application Form / Study Plan at University of East Asia
2. Letter of Recommendation for UEA Exchange Student
3. Letter of Approval from Home University
4. Exchange Student Applicant's Educational Background and Language Proficiency
5. Academic Transcript from Home University
6. Photocopy of Passport
7. 4 Photos (40mm×30mm in size)
8. Medical Report
9. Letter of Guarantee to pay expenses.
(Written by the person guaranteeing to pay the expenses overseas guarantor.)
10. Documentation showing the relationship between the applicant and the overseas guarantor, such as a copy of his/her family register or a public document which shows the relationship between them.
11. Bank statement of the overseas guarantor.
12. Document that proves the overseas guarantor has enough savings to pay expenses including a copy of the bankbook of the overseas guarantor.(All pages.)
13. Certificate of employment of the overseas guarantor for past three years.
14. Certificate of income of the overseas guarantor for the past three years.
(Three certificates, one for each year.)

東亜大学交換留学申請書

University of East Asia Exchange Student Application Form
(To Be Completed by the Student)

Mr. Ms.

Family Name	Middle Name	Given Name
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Date of Birth _____ Age _____
Month / Day / Year

Nationality _____ Passport No. _____

Home Address _____
Street _____

City	Zip Code	Country
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Home Telephone _____

E-mail _____

Name of Parents / Guardian / Spouse

Address _____

Telephone _____

東亜大学交換留学生推薦書

Letter of Recommendation for University of East Asia Exchange Student

To : President, University of East Asia

I believe that

Applicant's Name

Department

is sufficiently proficient in Japanese / English to be able to profit from studying at University of East Asia.

Comments (in Japanese or English)

Date:

Name of University:

Name:

Signature:

在籍大学による留学許可書
Letter of Approval from the Home University

To : President, University of East Asia

This is to certify that _____ has decided to send
University Name

_____ born, _____
Applicant's Name Month / Day / Year

to University of East Asia as an exchange student.

Date: _____

Name of University: _____

Name: _____

Title: President / Vice-Chancellor / Dean

Signature: _____

東亜大学交換留学生申請者の学歴及び語学能力
University of East Asia Exchange Student Applicant's Educational Background
and Language Proficiency

Educational Background since Elementary School

Month / Year	Name of School

Have you taken any Japanese Proficiency Test conducted by Japan Educational Exchanges and Services? If yes, please indicate which level examination you have passed.

N1 / Level1 N2 / Level2 N3 / Level3 N4 / Level4 N5 / Level5

Please tick your ability.

Speaking Japanese	poor	fair	good	fluent
Writing Japanese	poor	fair	good	fluent
Reading Japanese	poor	fair	good	fluent
Speaking English	poor	fair	good	fluent
Writing English	poor	fair	good	fluent
Reading English	poor	fair	good	fluent

来日情報カード
ARRIVAL INFORMATION CARD

Please complete this form and return it to University of East Asia at least one week before your departure. We need this information to prepare for your reception.

Mr. Ms.

Family Name	Middle Name	Given Name
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Home University _____

Home Address _____
Street

City	Zip Code	Country
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Home Telephone _____

E-mail _____

Airlines _____ Flight No. _____

Date of Arrival at Fukuoka Airport _____

Arrival Time: (JST) _____

Would you like to be escorted from Fukuoka Airport to University of East Asia? You are responsible for the cost of the pickup service.

Yes No