



# The Application Guidelines of Extended Study Program Japanese Language Course Beppu University

<http://beppu-u.ac.jp/course/japanese/>

**2018**  
**October Enrollment**

**2019**  
**April Enrollment**

## **The Characteristics of the Course**

Small classes arranged to the levels of the learners to enhance the effect of learning.  
Language instruction performed by teachers with profound knowledge and experience.  
Detailed advice and guidance regarding aspects of daily life.  
A campus located in the suburb of an international tourist town with hot springs.  
An effective and peaceful educational environment.  
Inexpensive living expenses compared to some of the bigger cities in Japan.  
Accommodation facilities available for international students.

## **The Term of Study**

One year. However, students who want to improve their ability of Japanese can extend the term by 6 to 12 months.  
The students enter in April or October.  
The term of studying for the students entering:  
① in April is from April to the next February,  
② in October is from October to the following September.  
The number of classes in a week is 30 hours, and about 850 hours a year.  
The school hours are from 9 to 15:10; from Monday to Friday.

## **The Limit of the Number of the Students**

The combined total number of students who may enter in October 2018 and April 2019 is 80.

## **The Application Requirements**

1. Those who have completed ordinary 12-year-education in foreign countries, or those who are due to complete such and fulfill the application requirements for university in those countries.
2. Those who fulfill the university application requirements of educational systems in foreign countries.
3. Those who have Japanese ability equivalent to Japanese-Language Proficiency Test N5.

### The Time to Apply

The Time to Enter	The Time to Apply
October, 2018	April 2, 2018 to May 12, 2018
April, 2019	August 16, 2018 to September 5, 2018
	September 20, 2018 to November 15, 2018

### How to Apply

The applicants post the application items during the application period, or the applicants or their agents bring the items directly to Beppu University.

### Where to Bring the Application Items

Extended Study Program Japanese Language Course, Beppu University  
Address: 6 Kumi, Sakuragaoka, Beppu-shi, Oita-Ken, Japan 874-0915  
Tel: 81-977-27-7070 Fax: 81-977-27-7080 email: bekka@nm.beppu-u.ac.jp

### Examination Fee: 10,000 yen

When the applicants transfer the fee into Beppu University's bank account, they must deposit 13,000 yen including commission. Once the fee is deposited, it cannot be refunded.

### How to Select from the Applicants

Following receipt of application documents a written examination and interview will take place. These will be examined and judged by the selection committee.

### Notification of Selection

Beppu University informs applicants or their agent of the result by sending a "Notification of Acceptance" by mail.

: The students who will enter in October, 2018: June 15, 2018

: The students who will enter in April, 2019: December 15, 2018

### The Entrance Procedures

As soon as you get the photocopy of the certificate of eligibility, you must pay both the entrance fee and the tuition fee. To the students who have completed the payment of entrance fee and tuition fee, the certificate of the permission of entrance and the certificate of eligibility will be sent.

### The Deadline of Entrance Procedures

The students who will enter in October, 2018: August 15, 2018

The students who will enter in April, 2019: February 24, 2019

### The Entrance Fee and the Tuition Fee

The entrance fee: 150,000 yen

The tuition fee: 500,000 yen

1. Pay the fees into Beppu University's bank account or bring the fees directly to the finance accounting office of the University.
2. When you transfer the money from overseas, be sure to transfer from the bank account. Transfer the total sum of 653,000 yen including of commission.
3. When you transfer the money in Japan, transfer from the bank or send it by registered mail. You must not use the post office transfer system.
4. It is possible for the agents to bring the fees directly to the finance office.
5. Once the entrance fee is paid, they cannot be refunded for any reasons. However, on condition that the students cannot obtain visas, the fees will be refunded.

### Bank Account of Beppu University

The Name of the Bank	SUMITOMO MITSUI BANKING CORPORATION
The Name of the Branch	OITA BRANCH
The address of the Bank	1-3-22 CHUO-MACHI OITA JAPAN
The number of the Account	1245865
The Holder of the Account	Beppu University
The address of the Holder	82 KITAISHIGAKI BEPPU-CITY OITA JAPAN
SWIFT	SMBCJPJT

### The Permit of Entrance

Those who have completed the entrance procedures will be sent the permit of entrance and the relevant documents. As soon as you receive the documents, you may go through the procedures necessary to leave your country such as passport and visa.

If a student cannot enter Japan by the term of validity written in the permit of entrance, it is likely that the permit of entrance will be revoked.

### Other expenses

1. National Health Insurance: about 18,000 yen a year
2. Housing insurance in the case of living in private apartments: about 4,000 yen a year
3. Textbooks: about 20,000 yen
4. ¥5000 yearly for miscellaneous expenses

### The Documents for Application

1	Application Form (form designated by Beppu University)
2	A clear photocopy of the graduation certificate or the certificate of expectation of graduation or the certificate of graduation.
3	The transcript for each academic year in high school.
4	6 photos (4cm × 3cm ) (write on the back your name, nationality, and birthdate)
5	A photocopy of passport (the page with photograph and the pages which have the record of your entry to Japan)
6	Financial Supporter Document (accompanied by a Japanese translation of it) (form designated by Beppu University) (to be filled in by the financial guarantor) (Japanese translation)
7	Financial supporter's bank balance certificate (accompanied by its Japanese translation) and the certificate of income of the supporter (Japanese translation) , the latter of which can be substituted for the certificate of income tax (Japanese translation) .
8	The family registry (all the members of the family should be recorded)
9	Curriculum vitae (form designated by Beppu University)
10	The document on the reason for studying Japanese (form designated by Beppu University) (It must be written by the prospective student and translated into Japanese) . (Japanese translation)
11	The document on the future plan after completing the course (form designated by Beppu University) (It must be written by the student oneself in Japanese) .
12	Employment certificate of financial supporter (accompanied by its Japanese translation) or attested copy of the person responsible for the enterprise
13	Employment certificate of the student if employed. (accompanied by its Japanese translation)
14	The letter of recommendation issued by the educational institute. (for those in an educational institution) (form designated by Beppu University) (Japanese translation)
15	The certificate of the result of Japanese-Language Proficiency Test or J Test.

If the guarantor of the student lives in Japan, the student needs to hand in further documents.

### Notes on the certificate of the bank balance

1. The certificate must be original. The photo copy is not permitted.
2. The certificate of the bank balance  
For the students who enter in October 2018: the certificate after March 1, 2018 is valid.  
For the students who enter in April 2019 : the certificate after August 1, 2018 is valid.
3. The certificate of foreign currency deposit must be without time limit.
4. The holder of the bank account, the depositor, and the name on the certificate of balance must all be the same person.

### Medical Expenses and Support

The students who stay in Japan more than a year must join National Health Insurance. Oita prefecture subsidizes a part of the insurance cost.

### The Discount for the Students

By presenting students ID cards, the students can obtain discounted rail passes and student vouchers.

### Guidance of Living

The Guidance of Living in Beppu (English version) issued by Beppu City Hall is given to each student.

### Privilege for the students who will study in Beppu University.

Reduce the admission fee by 150,000 yen.

Offer the recommendation for the entrance examinations to the students whose attendance is more than 90 percent of all the classes.

Reduction in tuition fee.

### Living Expenses in Beppu

1. Rent of private apartment: 25,000 yen to 35,000 yen a month

Note: When you start to live in the apartment, you need to pay three to five-month security deposit.

2. Food expenses: about 30,000 yen

3. Other expenses: about 20,000 yen

### Accommodation

Beppu International Exchange Hall

the number of the rooms: 53 Each room has a desk, a chair, an air-conditioner and a bathroom. The cupboard is in the kitchen shared with the other students.

Entrance Fee	Monthly Rent	Monthly Management Fee
30,000 yen	25,000 yen	2,000 yen

Notes: The cost of water, electricity and gas is charged by actual expenses.

### Outdoor Activities

One-day trips both in May and November

### Sister Schools

Beppu University has many sister schools in China, Korea, Taiwan, and facilitate international exchange.

### Overall Outline of Procedures from Commencement until Admission

The students handing in the application sheets → Examination of documents, written examination and interview → The university sending notification to the students who passed the examination → The university applying to the Immigration Office for the certificate of legibility → The university obtaining the certificate of eligibility → The university sending to the students the documents including the photo copy of the certificate of eligibility, the request paper of entrance fee and tuition fee, and questionnaire about flight and accommodation → The students paying for entrance fee and tuition fee → The university sending to the students the certificate of eligibility and the certificate of entrance → The students applying for the student visa to Japan's Embassy → The students sending to the university the questionnaire about flight and accommodation → The university picking up the students in Fukuoka Airport → The student's admission.