

## Information sheet for our exchange students

### Address

#### **Academic Affairs Desk**

Student Affairs Unit for Faculty of Engineering,  
Chiba University  
1-33 Yayoi-cho, Inage-ku, Chiba-shi, Chiba 263-8522, Japan  
E-mail:kougaku-kyomu@chiba-u.jp

### Internet Address

Department's official page

<http://www.f-eng.chiba-u.jp/en/index.html>

University's official page

<http://www.chiba-u.ac.jp/e/index.html>

International Student Desk

<http://www.chiba-u.ac.jp/international/isd/english/index.html>

University's syllabus

<http://www.chiba-u.ac.jp/e/course-program/index.html>

## Academic calendar

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Spring Semester

**April 1 – September 30**

Autumn Semester

**October 1 – March 31**

## Application Deadline

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Spring Semester

**November 1**

Autumn Semester

**May 1**

## Application Procedure

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Application:

1. Please submit required documents (1) ~ (7).
2. We ask your desired department whether they can accept you or not.
3. Please submit the other required documents after you gain department's approval.

The required documents are...

- 1) Application Form
- 2) Curriculum Vitae
- 3) Course registration sheet
- 4) Photo 40mm×30mm
- 5) A recommendation letter
- 6) Certificate of student status (You need certify you are an undergraduate student)
- 7) A photocopy of passport
- 8) Application for Issuance of Student ID Card
- 9) Application of Certificate of Eligibility (send the excel sheet by e-mail)
- 10) Other documents you need for COE (Please check The Example of Application for COE P.4~)

All documents should be filled in Japanese or English. The applicants need Japanese or English skill.

Please send the documents 1) ~ 10) via the postal service and send the data by e-mail too.

## Accommodation

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Chiba University International House is an off-campus dormitory for international students. The International House is located within walking distance from JR *Inage* Station, which is just one station away (2 minutes by train) from the *Nishi-Chiba* campus. Many students commute to the campus by bicycle. It provides rooms for singles, married couples, and families.

Please tell us when applicants want to stay there.

(Recently, the number of international students was increasing, so it is difficult to prepare the rooms for all of them.)