



# Enrollment Handbook 2026

NAGOYA  
UNIVERSITY



**G30 International Programs**

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## Table of Contents

<b>PRE-ARRIVAL CHECKLIST</b>	3
<b>ACTION TO TAKE BEFORE ARRIVAL</b>	5
1. JOIN VIRTUAL OFFICE HOUR	5
2. ANSWER 2026 Incoming Students' Questionnaire	5
3. UPLOAD ID PHOTO (ON STEP 3 IN T-CENS)	5
4. UPLOAD JAPANESE LANGUAGE LEARNING QUESTIONNAIRE (ON STEP 3 IN T-CENS)	6
5. [IF APPLICABLE] COMPLETE "LETTER OF GUARANTEE"	6
6. [IF APPLICABLE – THOSE WHO RECEIVED THE MESSAGE FROM AO ON T-CENS] SUBMIT APPLICATION FORM FOR JASSO SCHOLARSHIP	7
7. ANSWER 2026 INCOMING STUDENTS' TRAVEL ITINERARY	7
<b>ACTION TO TAKE UPON ARRIVAL</b>	7
1. GET AIRPORT-LANDING PERMISSION (FOREIGN NATIONALS)	7
2. GET YOUR RESIDENCE CARD (FOREIGN NATIONALS)	8
3. GET PART-TIME WORK PERMIT (FOREIGN NATIONALS/OPTIONAL)	9
4. GET A LANDING STAMP ON PASSPORT (ONLY JAPANESE NATIONALS WHO RETURN TO JAPAN FROM ABROAD)	10
5. ARRIVAL TO AIRPORT (INCLUDE LUGGAGE FORWARDING INFORMATION)	10
6. GET TO NAGOYA UNIVERSITY / DORMITORY	11
7. DORMITORY MOVE-IN PROCEDURES	11
8. "WHAT SHOULD I DO IF I CANNOT MOVE IN ON THE 16 <sup>TH</sup> OF SEPTEMBER?"	12
9. EMERGENCY CONTACT	12
<b>AFTER ARRIVAL – ORIENTATION WEEK</b>	13
REGISTRATIONS AT WARD OFFICE [ALL STUDENTS]	13
1. RESIDENCE REGISTRATION (ALL STUDENTS EXCEPT FOR THOSE WHO CURRENTLY LIVE IN NAGOYA)	13
2. JAPAN NATIONAL HEALTH INSURANCE REGISTRATION (ALL STUDENTS)	13
3. NATIONAL PENSION REGISTRATION (STUDENTS AGE 20 AND ABOVE)	14
4. MY NUMBER CARD (REGISTER BY YOURSELF AFTER ORIENTATION)	15
G30 ORIENTATION DAY	15
PAY AND REGISTER YOURSELF WITH STUDENT INSURANCE [ALL STUDENTS]	16
GUIDANCE ON OPENING A BANK ACCOUNT	17
GUIDANCE ON TUITION FEE PAYMENT	17
GUIDANCE ON TUITION FEE EXEMPTION	18
<b>APPENDIX - LIFE AT NAGOYA UNIVERSITY -</b>	19
1. EMERGENCY	19
2. MONEY	19
3. SIM CARD	20
4. TRAVELLING	20

<b>5. ACADEMIC CALENDAR .....</b>	<b>20</b>
<b>6. HEALTH AND SAFETY .....</b>	<b>21</b>
<b>7. NU WiFi.....</b>	<b>22</b>
<b>8. HARASSMENT COUNSELING OFFICE .....</b>	<b>22</b>
<b>9. INTERNATIONAL STUDENT SUPPORT .....</b>	<b>22</b>

## PRE-ARRIVAL CHECKLIST

No.	Events	Dates
1	<b>Obtain a Passport</b>	
2	<b>Apply for a Certificate of Eligibility (CoE)</b> Not applicable for: - MEXT Scholarship recipients - Japanese national holders - Japanese residence card holders	Application documents must be completed by students by the end of May at the latest. CoE should be issued by early August
3.	<b>Join Virtual Office Hour with G30 Senior Student in Teams</b>  <b>Microsoft Teams meeting</b> Join: <a href="#">Virtual Office Hour 2026</a> Meeting ID:415 022 463 749 66 Passcode:Wo62Pw9m	June 17 <sup>th</sup> 16:00-17:00 (JST)
4	<b>Complete 2026 Incoming Students' Questionnaire</b> <a href="https://forms.gle/Meva6KLybKjXbVRx6">https://forms.gle/Meva6KLybKjXbVRx6</a>	Submit online by June 21 <sup>st</sup>
5	<b>[If applicable] Submit Application form for "The Monbukagakusho Honors Scholarship for Privately Financed International Students" (JASSO scholarship)</b>	Submit on T-cens by June 24 <sup>th</sup> The details are sent to <b><u>only eligible students</u></b> on T-cens.
6	<b>Complete STEP 3 on T-cens</b> <ul style="list-style-type: none"> <li>● Upload an ID photo (Do not edit!)</li> <li>● Upload Japanese language questionnaire</li> </ul>	Submit on T-cens by July 15 <sup>th</sup> You can download the questionnaire from: <a href="https://nuss.nagoya-u.ac.jp/s/ZMQRDowT6gYFwBS">https://nuss.nagoya-u.ac.jp/s/ZMQRDowT6gYFwBS</a>
7	<b>Apply for a student visa (You need to apply by yourself)</b> *Not applicable for MEXT Scholarship recipients, Japanese nationals, and those who already have valid visa.	Please apply as soon as the CoE is issued. <u>It is recommended to book the flight after your visa is issued.</u>
8	<b>Submit Official Documents</b> Check the submission status on T-Cens	By August 1 <sup>st</sup> Please refer to the message sent on T-cens for the details.
9	<b>Submit 2026 Incoming students' travel itinerary</b> <a href="https://forms.gle/APa8yqY62B4bMUPc8">https://forms.gle/APa8yqY62B4bMUPc8</a>	Submit online by August 31 <sup>st</sup>

Please bring the following documents to Japan:		Notes
<input type="checkbox"/>	Passport, CoE (sent by e-mail format), Visa	
<input type="checkbox"/>	Letter of Admission to Nagoya University	Sent as PDF via T-cens system. Prepare electronic scan on your smartphone. You may be asked to show at the Immigration at the airport
<input type="checkbox"/>	“Letter of Guarantee” *Only for Japanese nationals, Japanese Residence card holder, and non-Japanese nationals whose guardians live in Japan	Make sure to have the guardian’s signature on the printed hard copy and bring it to the G30 Orientation Day. (The details can be found in the Handbook)
<input type="checkbox"/>	Acceptance Letter to Dormitory	Sent on T-cens system when available. Prepare an electronic scan on your smartphone.
<input type="checkbox"/>	Any prescribed medication you need with a doctor’s note	Please ask a doctor for advice on medication should you need to take it. You can bring up to one month’s worth of prescription medicine (*if not prohibited by Japanese government rules.) *Please refer to APPENDIX – Health - for more information.
<input type="checkbox"/>	Contact numbers of AO and Dormitory on hand	In case of emergency.
<input type="checkbox"/>	Comfortable shoes, light layers, water bottles	You will walk around the campus for the first few days of Orientation Week. Summer in Nagoya is intensely hot and humid, so please prepare yourself!
<input type="checkbox"/>	Smartphone, laptop, SIM card, Microsoft Authenticator app	Download Microsoft Authenticator app (app needed to log onto Nagoya University services) in advance.  
<input type="checkbox"/>	Travel insurance to cover first few days of stay in Japan	Until enrolled in National Health Insurance during orientation week, in case you need any medical treatment.
<input type="checkbox"/>	Some cash in Japanese Yen (at least 100,000 yen or so) and if possible, a credit card	You will pay the student insurance cost during the orientation week and Sep-Oct rent at the dormitory in Oct <b>by cash</b> , and some

		<p>local places still do not accept digital money. Recommended to prepare enough amount of Japanese yen in cash to survive until you create a Japanese bank account.</p> <p>Scholarship students will receive their first payment in mid to late October. Until then, please ensure you have sufficient funds to cover your daily expenses and first month's rent.</p>
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## ACTION TO TAKE BEFORE ARRIVAL

### 1. JOIN VIRTUAL OFFICE HOUR

**June 17<sup>th</sup> 16:00-17:00 JST**

Please join the first get-together. A senior student will talk about their campus life, and you will e-meet and greet batchmates there. The session will be recorded and shared with incoming students.

**Virtual Office Hour will be held in the G30 Teams.**

#### Microsoft Teams meeting

Join: [Virtual Office Hour 2026](#)

Meeting ID:415 022 463 749 66

Passcode:Wo62Pw9m

### 2. ANSWER 2026 Incoming Students' Questionnaire

**By June 21<sup>st</sup>**

All students are required to fill out the form.

It may take 10-15 minutes to complete. We ask you to ensure all information provided is accurate and complete. Failure to submit the required details by the deadline may delay the processing of your enrollment preparation.

**2026 Incoming Students' Questionnaire:** <https://forms.gle/Meva6KLybKjXbVRx6>

### 3. UPLOAD ID PHOTO (ON STEP 3 IN T-CENS)

**By July 15<sup>th</sup>**

This ID photo will be used for a Student ID card. The photo must meet certain requirements which include:

- Taken in front of a solid, neutral color background
- No hat, sunglasses, earbuds, face masks or other objects (except for head coverings for religious purposes) and make sure that your entire face is visible, clear in focus

- **Do not edit photos.** Using any type of filter is not acceptable
- Taken in the last 3 months
- Should be larger than 330 X 284 PIXEL (300 DPI) in size
- Saved in JPG: Resize if necessary, to make the image's aspect ratio of 3.5 x 3

#### 4. UPLOAD JAPANESE LANGUAGE LEARNING QUESTIONNAIRE (ON STEP 3 IN T-CENS)

**By July 15<sup>th</sup>**

- All students, including those whose first language is Japanese, are required to submit the form.
- Please download the form from: [\[https://nuss.nagoya-u.ac.jp/s/ZMQRDowT6qYFwBS\]](https://nuss.nagoya-u.ac.jp/s/ZMQRDowT6qYFwBS)
- Please make sure to use the form of your program. (STEM and Social Science program are in a different format)
- All G30 students will sit for a placement test during the Orientation week to help G30 Japanese Language Coordinators to assess your current level of Japanese. The course you will be placed into will be carefully decided based on your answers to the Japanese Learning Questionnaire and the placement test. The placement test is only used for the purpose of evaluating your present level of Japanese.
- 

#### 5. [IF APPLICABLE] COMPLETE “LETTER OF GUARANTEE”

**Submit the original document to the Admissions Office at G30 Orientation Day in September**

This is **only** for

- (1) Japanese passport holders or those with a Japanese Resident visa (Zairyu-card); or
- (2) Foreign nationals whose parent or guardian currently lives in Japan

- Please download the form from: [\[https://nuss.nagoya-u.ac.jp/s/ZMQRDowT6qYFwBS\]](https://nuss.nagoya-u.ac.jp/s/ZMQRDowT6qYFwBS)
- “Letter of Guarantee” should be signed by a guardian/a parent before coming to Nagoya.
- For Japanese nationals, please make sure you get your guardian’s stamp (印鑑) on the form.
- For non Japanese nationals who do not possess a Japanese stamp, this can be replaced by a handwritten signature.
- Please submit the signed forms to AO during the Orientation Week.

## 6. [IF APPLICABLE – THOSE WHO RECEIVED THE MESSAGE FROM AO ON T-CENS] SUBMIT APPLICATION FORM FOR JASSO SCHOLARSHIP

**by June 24<sup>th</sup>**

- AO sent the message ONLY to students who are eligible to apply. Please refer to the message for further instructions. You have to apply via the Admissions Office of Nagoya University.
- “Monbukagakusho Honors Scholarship for Privately-Financed International Students” aka JASSO scholarship is for privately-financed international students with excellent academic and character records who are enrolled in undergraduate schools and are facing financial difficulties.
- You can also check your eligibility and conditions on:  
[https://www.jasso.go.jp/en/ryugaku/scholarship\\_j/shoreihi/about.html](https://www.jasso.go.jp/en/ryugaku/scholarship_j/shoreihi/about.html)

## 7. ANSWER 2026 INCOMING STUDENTS' TRAVEL ITINERARY

**by August 31<sup>st</sup>**

Please fill out the form regarding your travel/flight itinerary.

<https://forms.gle/APa8yqY62B4bMUPc8>

- This information will be shared with the dormitory so they can prepare for your move-in procedures.
- **MEXT Scholarship recipients** will be contacted by the Japanese Embassy in your home country by late August with a detailed guide to how to apply for a student visa. Your travel itinerary will be confirmed in early September. Please let them know that **you should arrive in Nagoya on the morning of September 16th**. You are welcome to join a group airport pick-up at 14:00pm on September 16th if you wish to and if your flight arrives before the pick-up time.

## **ACTION TO TAKE UPON ARRIVAL**

You are expected to arrive in Nagoya on 16 September, as orientation will commence in the afternoon of 17 September. Please note that participation in all orientation week activities is mandatory.

### 1. GET AIRPORT-LANDING PERMISSION (FOREIGN NATIONALS)

You will present your passport, visa, and the COE (which you received by email from the Admissions Office) at the airport where you arrive. You will be presenting these documents to the immigration officer at the airport. The immigration officer will grant you “landing permission” by affixing a seal inside your passport. If you land at Narita, Haneda, Kansai, or Chubu airport, and are granted a period of stay longer than 3 months, then a Residence Card will be issued. Those who receive a Residence Card can apply for a part-time work permit, which is called "Permission to Engage in Activity other than That Permitted under the Status of Residence Previously Granted". More information on this is provided in the **Part-Time Work Permit** section. (You can also apply for this permission at a later date, but you are required to travel to the immigration office in Nagoya)

Example of Landing Permission which will be placed into your passport by an immigration officer:



## 2.GET YOUR RESIDENCE CARD (FOREIGN NATIONALS)

All international visitors will be required to present their 'Certificate of Eligibility (CoE) and passport at Immigration at the airport. Then you will receive a Residence Card (in Japanese = 在留カード zai ryu ka do) that acts as your official government ID in Japan. Please be sure to carry your residence card with you at all times. If you are found without your residence card, you may be fined up to 200,000 JPY.



### 3. GET PART-TIME WORK PERMIT (FOREIGN NATIONALS/OPTIONAL)

#### Who can apply:

Non-Japanese nationals who enter Japan on a student visa (foreign nationals without Japanese Permanent residency)

#### Where and When:

Port of entry & Immigration

#### Things to prepare before coming to Japan:

Download the application form here:

- [Application Form for Permission to Engage in Activities Other Than Those Permitted by Status of Residence \(for International Students Entering Japan for the First Time\) \(Excel: 20KB\)](#)
- Always check the latest information and the form at the Immigration office website.  
<https://www.moj.go.jp/isa/applications/procedures/16-8.html> (You can change the language setting from the box on the left bottom)

#### How to apply:

- **Print out the application form prior to departure (the form may not be available at the airport).**
- Fill out the form before arrival.
- Submit the form at the immigration booth when receiving landing permission.

#### When you are granted a permit, you will find:

- Permission statement on the back side of your residence card
- Stamp on your passport page

It is not allowed for international students who enter Japan on a student visa to work full time. But you can work part time if a work permit, so-called "Shikakugai-Katsudo-Kyoka" in Japanese, is granted.

The maximum hours of work a student with a Part-Time Work Permit can undertake are limited to 28 hours per week. During long holidays, permitted working hours are up to 8 hours a day, 40 hours a week. Please note that "Golden Week" (a series of national holidays in Japan in early May where many people tend to take a long weekend) is not considered a long holiday. If you wish to work a part-time job, on- or off-campus including a tutor or teaching assistant, you are required to obtain a work permit (see example below).

住所確認欄		
届出年月日	住居地	記載事項
2014年12月1日	東京都港区港島5丁目5番30号	東京都港区長
<b>「許可」の場合アルバイトOK</b>		
外国人労働許可欄	外国人労働許可欄	外国人労働許可欄
許可: 原則週28時間以内・風俗営業等の従事を除く		外国人労働許可欄

#### 4. GET A LANDING STAMP ON PASSPORT (ONLY JAPANESE NATIONALS WHO RETURN TO JAPAN FROM ABROAD)

This requirement applies only to Japanese nationals returning to Japan from abroad. Upon arrival at the airport, please do not use the automated immigration gates. Instead, proceed to a counter staffed by an immigration officer to ensure that your passport is stamped with your arrival date.

This stamp is required as an official document when you register at the ward office during orientation week.

日本国籍で海外から日本へ帰国される方のみ対象

日本の空港に到着後、顔認証される自動化ゲートではなく、有人ゲートに行き、パスポートにスタンプを押してもらってください。スタンプには、日本帰国日が記載されます。これは、後ほど区役所で住民票登録(全員必須)をする際の必要提出書類の一つになります。

#### 5. ARRIVAL TO AIRPORT (INCLUDE LUGGAGE FORWARDING INFORMATION)

After passing immigration and customs and picking up baggage, your new journey will start upon exiting the arrival gate! Upon exiting, it is recommended to get some Japanese Yen by cash. There are still some places where only cash payment is accepted, and also you will be asked to pay the student insurance fee by cash during the orientation week. You may either use currency exchange services that are available throughout the Arrivals terminal, or you may use an ATM to withdraw cash with your credit/debit cards. It might be easier if you get currency exchange done while you are in your home country to avoid any hassle from the language barrier you may encounter if you do on your arrival at Japan.

#### Want to send baggage to the dormitory from your home country in advance?

If you would like to send baggage and your belongings to the dormitory, please get them to be delivered after your check-in date (after **September 16**). When you arrive at airport in Japan, you can send luggage to your accommodation via the delivery service at a relatively affordable rate. Please ask the staff to help you write a delivery label.

Baggage Delivery Service counter  
at the Chubu Airport



## 6. GET TO NAGOYA UNIVERSITY / DORMITORY

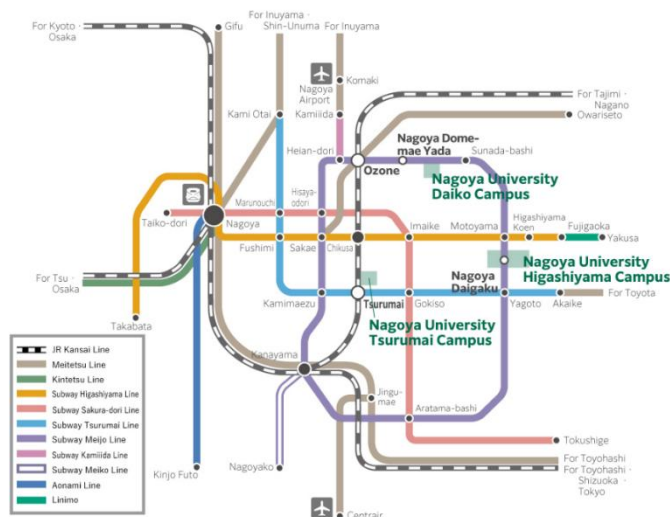
### Group pick-up by senior students at 14:00PM on September 16<sup>th</sup>

Students arriving at Chubu Centrair International Airport (NGO) can join a group pick-up by senior students who will escort new students to the dormitory using public transportation. Please note that a group pick up is only arranged at **14:00PM on September 16<sup>th</sup>**. If you arrive in the morning, you can wait at the airport. If your flight arrives later than the pickup time, you are asked to travel to the dormitory on your own. Make sure to arrive and check in during the dormitory office hours (9:30-11:00, 13:30-16:00).

Senior students will help you buy an IC card ([https://www.japan-guide.com/e/e2359\\_003.html](https://www.japan-guide.com/e/e2359_003.html)) for taking public transportation. Further details will be shared as the date approaches.

### Make your own way to the dormitory (or your rented accommodation)

It is totally up to the students to choose to make your own way to the dormitory. The most direct way to the G30 dormitory would be to arrive at Chubu Centrair International Airport (NGO) and then head to “Yagoto Nisseki (八事日赤)” station which is the nearest train station from the dormitory. From “Yagoto Nisseki” station to the dormitory, it takes about 7 mins on foot.



The Higashiyama Campus is located at the Nagoya University station which is on the Meijo subway line (purple line). The closest subway stop to the dormitory is **Yagoto Nisseki station**, which is one stop before Nagoya University station on the Meijo line.

[International Residence Myoken \(G30 students dormitory\):](#)

## 7. DORMITORY MOVE-IN PROCEDURES

- All new G30 students, who are planning to stay in the dormitory, must move in on the **16<sup>th</sup> of September**. The dormitory is situated approximately 1.5-2 hours away by train from the Chubu International Airport. You should leave the airport by 14:00pm and hit the road for the dormitory right away to make it in time to the dormitory's check-in hours (see below). From Nagoya Station, the dormitory is about 40 minutes away using public transportation.

- Students **must** arrive at the dormitory during the check-in hours (**9:30-11:00, 13:30-16:00**). **You cannot check in outside of these hours.**
- Do you want to ship your boxes and luggage from the airport to the dormitory? **Please make sure that your belongings are delivered after your move-in date.**
- **No guests will be allowed to stay overnight at the dormitory.**

#### 8. “WHAT SHOULD I DO IF I CANNOT MOVE IN ON THE 16<sup>TH</sup> OF SEPTEMBER?”

If your flight ends up getting delayed, do not worry! **Contact AO by telephone or by Teams Message as soon as you know your flight is canceled or delayed.** If your flight arrives in the late afternoon or evening, you may not be able to make it to the dormitory’s check-in hours. In that case, book a hotel room to stay in overnight and move into the dormitory the next morning. Contact the Admissions Office as soon as possible. You can find a list of hotels nearby Chubu Centrair Airport at: <https://www.centrair.jp/en/service/hotel.html>.

#### 9. EMERGENCY CONTACT

##### Contact Details

Admissions Office	TEL: +81-(0)52-747-6556 Or via Teams Office Hours: Mon-Fri, 8:30-12:00; 13:00-17:00
International Residence Myoken (G30 students dormitory)	Address: {Rm #} 40, Myoken-cho, Showa-ku, Nagoya, Aichi 466-0814 JAPAN Ishida Memorial International Residence Myoken TEL: +81-(0)52-835-3332 Office Hours: Mon-Fri, 9:00-12:00; 13:00-17:00

## **AFTER ARRIVAL – ORIENTATION WEEK**

New students will join about 2 weeks of orientation week organized by the International Admissions Office. Participation in orientation week activities is mandatory. The orientation includes a series of seminars and tours to settle yourself in Japan and at Nagoya University. Please check the separate orientation schedule we will send you on T-cens around the end of August, and see which one you need to participate in since some are program specific and each student will have slightly different time schedules.

### **REGISTRATIONS AT WARD OFFICE [ALL STUDENTS]**

New students will be taken to the local ward office by senior students to go through the following registrations and some paperwork.

#### **1. RESIDENCE REGISTRATION (ALL STUDENTS EXCEPT FOR THOSE WHO CURRENTLY LIVE IN NAGOYA)**

##### All students

As a general rule, residence registration is necessary for all students regardless of nationality. You must go and visit the Showa ward office (local municipal office controlled by City of Nagoya) to register your address when entering Japan.

##### For Students who currently live in Japan (but not Nagoya city)

Before moving to Nagoya, you must obtain a "**Moving-Out Certificate (転出届)**" at a municipal government office of your current city (such as city hall and ward office). This certificate must be submitted when you register a new address at the ward office in Nagoya.

If you currently live in Nagoya City and are planning to move into the dormitory, you don't need to get a Moving-Out Certificate for this purpose.

##### For Japanese Nationals who currently live abroad but have a permanent address in Japan

You should collect the following documents at the municipal office of the city where you have a permanent home (本籍地) **before** coming to Nagoya.

We highly recommend you start working on the document's preparation at the earliest convenience. It will take some time to collect the documents especially for those who are currently living in outside of Japan.

- **戸籍謄本** (koseki tohon) – records of family register including individual's full name, parental and spousal relationship.
- **戸籍の附票** (koseki no fuhyo) – records of family register including individual's full name, parental and spousal relationship and the current home address(es)

**You are also required to present your passport with an entry stamp showing your date of arrival.**

#### **2. JAPAN NATIONAL HEALTH INSURANCE REGISTRATION (ALL STUDENTS)**

For both international and Japanese students, it's compulsory to enroll in a public health insurance program called Japan National Health Insurance (JNHI), regardless of whether or not you already have travel insurance policies which carry medical coverage while in Japan. The insurance program covers 70% of your hospital bills including bills for prescription drugs and dental bills but excludes miscellaneous and non-medical

expenses. The premium is based on your age and previous year's income but approximately costs 1,500 yen per month or 16,000 yen annually.

For more information, please refer to [Medical and Health Care | Life in Japan | Living Guide](#)

You will get a Health Insurance Eligibility Certificate (資格確認書)

\*You will be asked to submit a photo copy of the card to AO once it is received by post from the ward office.

**\*\*IMPORTANT\*\***

Japanese Government is integrating health insurance into the Individual Number Card system after December 2, 2024, all residents in Japan including international students generally need to use their My Number card as a health insurance card for medical treatment at a medical institution, etc.

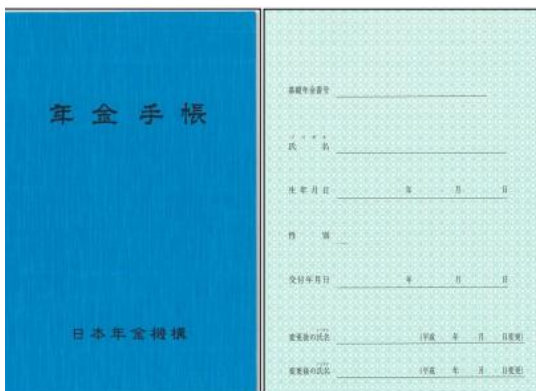
Please refer to the 4. MY NUMBER CARD for which action to take.

このカードは 国保 太郎	
様の国民健康保険資格確認書です。	
有効期限 令和 7年 7月 31日	写真貼付欄
記号 (なし)	
番号 00000000 (枝番) 00	国民健康保険の資格 取得の申請書に添付する世帯主の 印鑑を貼付する欄については 一部無効となります。
〇〇区役所 直通 (000) 000-0000	
愛知県 国民健康保険 資格確認書	有効期限 令和 7年 7月 31日 記号 (なし) 番号 00000000 (枝番) 00
氏名 国保 太郎	
生年月日 昭和 55年 10月 14日 性別 男	
適用開始年月日 令和 6年 12月 2日	
交付年月日 令和 6年 12月 2日	
住所 名古屋市中区三の丸三丁目1番1号	
世帯主氏名 国保 太郎	
保険者番号 230000 交付者名 名古屋市	

### 3. NATIONAL PENSION REGISTRATION (STUDENTS AGE 20 AND ABOVE)

All residents age 20 or over must enroll in the Japan National Pension plan, but students can apply for exemption during their academic years. If you are at the age of 20 or over and wish to get exemptions, please submit a notification at the ward office.

You will be required to submit **a copy of your student card** to complete the exemption process and later on are more likely to get a notification enclosed in an envelop asking you to pay. But don't worry: you don't have to pay anyways. If your exemption application fails and you are required to pay (which is highly unlikely to happen), please see us at the Admissions Office or international student advisors at your school. A result usually comes in a month or two with a postcard. You will receive your Student ID Card after October 1 and after that you can apply for the national pension exemption.



#### 4. MY NUMBER CARD (REGISTER BY YOURSELF AFTER ORIENTATION)

The “My Number” system streamlines administrative procedures vis-à-vis the national pension, unemployment insurance, medical insurance, welfare benefits, and the filing of income tax returns. It applies not only to Japanese nationals, but also to all foreign national resident in Japan for a period exceeding three months. Your municipality will send an “Individual Number Notice” to your address via registered mail, 3-4 weeks following ward registration. You are required to apply for My Number issuance once this notification is received.



#### Use your Individual Number Card as an health insurance card (Myna Health Insurance Card)

Since the Japanese Government abolished health insurance cards and integrated them into the Individual Number Card system after December 2, 2024, all residents in Japan including international students with "Student" visa status generally need to use their My Number card as a health insurance card (=“Myna Health Insurance Card”) for medical treatment at a medical institution, etc.

If you wish to use the Myna Health Insurance Card, you will need to register to use your Individual Number Card as a health insurance card (Myna Health Insurance Card) after you receive your "Health Insurance Eligibility Certificate (資格確認書)" at the address you registered at the ward office.

For more information, please refer to [Medical and Health Care | Life in Japan | Living Guide](#)

#### G30 ORIENTATION DAY

A two-week orientation period will begin on the afternoon of September 17. It is very important that all new students attend all orientation activities. A detailed orientation schedule will be shared with you in late August. Please keep your schedule open to ensure you participate in all informational sessions.

You will be asked to sign the following documents during the orientation (some are done online)

The documents and their detailed contents will be explained and distributed during the orientation.

1. Pledge [all students]
2. Pledge of Compliance of the Information Security Policy [all students]
3. Letter of Consent to Personal Data Processing [For International Students who enter Japan on a student visa]
4. Consent Form for the Notification of Credits Obtained [if applicable]

## PAY AND REGISTER YOURSELF WITH STUDENT INSURANCE [ALL STUDENTS]

You will be taken to the post office near the campus in a group with other G30 students to pay the total amount of 4,660 JPY **by cash**. Please make sure to bring cash on the day. (Side note: we recommend that you prepare some cash to cover your expenses until your Japanese bank account is opened and your financial supporter can transfer funds.)

Fees (For 4 years)	<u>Personal Accident Insurance for Students Pursuing Education and Research (PAS)</u> (Gakkensai in Japanese)	<u>Liability Insurance for Student Pursuing Education and Research (LSR)</u> (Futaibaiseiki/Gakkenbai in Japanese)
<b>4,660 JPY (ALL)</b>	3,300 JPY (mandatory)	1,360 JPY (mandatory)
	All full-time students at Nagoya University must take PAS offered by Japan Educational Exchanges and Services (JEES). The insurance policy includes life insurance and disability benefits and covers medical expenses if you are injured as a result of an accident during a school-sponsored or supervised activity. Its special clause also offers coverage of medical treatment if you get caught in traffic accidents on their way to or from school. The insurance plan can provide benefit packages at an affordable premium and are designed to offer payment of medical expenses and disability benefits. Please know the PAS doesn't carry liability insurance policy and all G30 students must take out LSR (known as Futaibaiseiki/Gakkenbai)	LSR (Futaibaiseiki) is an add-on liability insurance also provided to students who contribute to the PAS (Gakkensai). It provides coverage for legal compensation incurred from loss or damages to another person or/and their property as a result of an unexpected accident while you engage in a regular class activity or extracurricular activity or you are on a way to or from school or between school buildings.

### What's Co-Op Insurance? (Optional but strongly recommended to enroll in)

If you are looking for a few more options, Nagoya University Co-Op also provides other insurance plans. You can apply and pay the insurance premium during the Co-Op Orientation. Insurance policies will start offering coverage the next day. For example, "Personal Liability Insurance for Students" covers compensation for damages to a third party or a third party's property that may occur not only during

curricular activities on campus, **but also during any time in daily life**. It also includes “Bicycle Liability Insurance”. As long as the accident occurs in Japan, an insurance company will provide an out-of-court-settlement service to negotiate with the third party on behalf of the contractor. To join this insurance, you (international student) should also join the University Co-op by paying the 4,000 yen membership fee which will be reimbursed after completing the necessary procedures at the University Co-op upon graduation (annual premium: 1,800 yen or 8,500 yen)

Reference : <https://sed.adm.nagoya-u.ac.jp/en/arrival/insurance.html>

#### **GUIDANCE ON OPENING A BANK ACCOUNT**

New incoming international students with a residence card cannot open a bank account during the first six months in Japan at any Japanese bank except Japan Post Bank. (See “Money” section in APPENDEX) You will be given detailed instructions of how to open a bank account at Japan Post Bank online by using the smartphone app. Bank Orientation will be held only for MEXT, G30, JASSO scholarship recipients in September to open a bank account at Japan Post Bank. The details will be given during the G30 orientation.

It will take some time to open a bank account. Please make sure to have enough money with you in cash or bring a credit card with you.

#### **GUIDANCE ON TUITION FEE PAYMENT**

**This section mainly aims at self-funded students that are not MEXT and G30 Scholarship recipients.** Everyone is required to pay the tuition fee directly to Nagoya University using the authorized payment method. After opening an account in Japan, please go to the Nagoya University’s official website and submit the Bank Account Online Registration Form. Once it’s successfully accepted, a scheduled payment will automatically be paid out on the designated date every semester.

##### **1. When should I pay?**

Fall semester tuition: November 26

Spring semester tuition: May 26

Note: If the financial institution is closed on the payment transfer (direct debit) date, an automatic wire transfer will be scheduled to be sent on the next business day.

##### **2. What is the amount?**

Fall semester: 267,900 JPY

Spring semester: 267,900 JPY

If the tuition increases during your time at Nagoya University, a newly set fee will automatically apply going forward. This will affect every student, including those who enrolled in G30 international programs in previous years. (- Good news is that fortunately the tuition at Nagoya University remains unchanged for many years.) MEXT and G30 Scholarship recipients are exempted from paying the full tuition, regardless of a tuition increase, during a granted scholarship term.

### **3. How should I pay? Tuition fee automatic bank transfer (direct debit)**

You will pay your tuition fee directly to Nagoya University using the authorized payment method. A scheduled payment will automatically be paid out on the designated date every semester. The payment will be made by “automatic bank transfer” and a set amount of money will be withdrawn from your bank account. You are required to pay the tuition in full every semester; you cannot pay in installments.

Tuition Fees > Bank Account Online Registration

[https://en.nagoya-u.ac.jp/academics/campus\\_life/tuition/index.html](https://en.nagoya-u.ac.jp/academics/campus_life/tuition/index.html)

Please register a bank account under either you, your parents/guardian, or a guarantor's name.

Mitsubishi UFJ Factors Ltd., in partner with Nagoya University, has been authorized to collect money for the university by withdrawing tuition money from your account. Upon submission of the online registration form, you are deemed as giving consent that the tuition will be automatically paid out of your account every semester.

### **GUIDANCE ON TUITION FEE EXEMPTION**

#### **Eligibility: Foreign national students with a Student Visa ONLY**

Tuition fee exemption application will start after enrollment. The details and application process will be explained by AO during the orientation week.

## APPENDIX - LIFE AT NAGOYA UNIVERSITY -

Please visit the Nagoya University Living Guide for more details about all of the topics introduced briefly below: <https://life.gmc.nagoya-u.ac.jp/en/>

### 1. EMERGENCY

- Emergency telephone numbers - Don't hesitate to make a call and ask for a help if you think it's extremely urgent.

#### **Police: 110**

If you happen to be a witness in a crime scene or are involved in a traffic accident, don't hesitate to call 110. If your bicycle or wallet is stolen, go to police to report a lost/found item. Lost a credit card, bank card? Contact the card issuer as soon as possible, so they will temporarily stop it from being misused.

#### **Fire Department: 119**

#### **Ambulance: 119**

You can call an ambulance anytime and anywhere in Japan by simply dialing 119. Ambulances as a part of municipal fire departments, do not charge for transportation to hospitals. However, patients are responsible for medical expenses.

### 2. MONEY

- Some small shops/places in Japan still only accept cash, so having cash in Japanese yen is super helpful!
- Opening a bank account: In principle, you must be a resident of Japan as defined by FEFTA (Foreign Exchange and Foreign Trade Act) which means you've been in Japan for at least 6 months or are employed in Japan and hold a visa and work permit. If you don't have a bank account in Japan, you are given the detailed instruction of how to open an account at Japan Post Bank through your smartphone app. Bank orientation will be held in September for only MEXT, G30, JASSO scholarship recipients.
- Get cash using a bank card at 7-Eleven bank machines  
The maximum amount of money you can take out from one transaction at a 7-Eleven ATM / Seven Bank machine for cards issued overseas is 100,000 yen at a time. However, the 7-Eleven ATM limit for magnetic stripe card transactions is currently 30,000 Yen. Please note that miscellaneous/processing fees can occur as it's usually determined by your individual card provider.  
[Japan 7-Eleven ATM Seven Bank Guide + Photos - Plan My Japan](#)
- Cashless apps in Japan – PayPay, LINEPay, AliPay, Apple Pay

[Can You Survive Without Cash in Japan? The 12 Top Cashless Payment Options in Japan Examined | tsunagu Japan](#)

### 3. SIM CARD

- SIM Card & Smartphone  
<https://nug30guide.weebly.com/phones.html>

### 4. TRAVELLING

- Manaca (IC Card)  
[Manaca | Transportation Bureau, City of Nagoya](#)
- Gakuwari (Student discount fares for commuter pass and Shinkansen)  
For train trips exceeding 100 km one way by JR lines, NU students can get 20% discount (Gakuwari) on regular base fare (No discount on express fare, shinkansen express fare, reserved seat fee). To receive this student discount for a Shinkansen / long-distance ticket, you need to have a Student Travel Fare Discount Certificate (Discount Certificate) from the Certificate Issuing Machine using your Student ID Card.

### 5. ACADEMIC CALENDAR

Now, the academic year consists of two semesters; fall and spring. Fall semester is from October 1st to March 31st and spring semester is from April 1st to September 30th.

8:45-10:15	10:30-12:00	13:00-14:30	14:45-16:15	16:30-18:00
1 <sup>st</sup> period	2 <sup>nd</sup> period	3 <sup>rd</sup> period	4 <sup>th</sup> period	5 <sup>th</sup> period

Class registration and Add & Drop Classes will be done through NU Portal. Please check the latest information at:

ILAS Website: <https://office.ilas.nagoya-u.ac.jp/news/G30/>

Nagoya University Survival Guide: <https://nug30guide.weebly.com/registering-for-courses.html>

#### Fall Schedule (TBA)

2 <sup>nd</sup> Week of Oct	Class Registration
Around October 25	Confirmation of Registration Status
By the End of October	Add & Drop

**!! Please check important dates during the ILAS Orientation and ILAS website. !!**

## Academic Calendar

<https://office.ilas.nagoya-u.ac.jp/news/G30/>

Find the Academic Calendar under section “2. Timetable.”

## Grade Evaluation and Scaling System:

[https://en.nagoya-u.ac.jp/academics/campus\\_life/gradeevaluation/index.html](https://en.nagoya-u.ac.jp/academics/campus_life/gradeevaluation/index.html)

## Rules and Important Notes

General Rules: [https://en.nagoya-u.ac.jp/academics/campus\\_life/rules/index.html](https://en.nagoya-u.ac.jp/academics/campus_life/rules/index.html)

Handling Generative AI: <https://en.nagoya-u.ac.jp/academics/ai/index.html>

## 6. HEALTH AND SAFETY

### Medical Clinics

For your first visit, it is recommended to visit a hospital with less than 200 beds. If you are a new patient to a hospital with 200 or more beds (e.g. Nagoya Daini Red Cross Hospital) without a referral, a “Fee for Treatment of Patients’ Choice” (7,700 yen or above) will be charged in addition to the first visit fee. Also, do not forget to bring your National Health Insurance card. If you do not bring the card, you will need to pay the full medical cost on the day and come back to the clinic to receive a refund with your National Health Insurance card at a later point.

For more information about Medical and Health Care:

<https://life.gmc.nagoya-u.ac.jp/en/life-in-japan/health/>

**Health Administration Office/ 保健管理室**

**Available Services**  
-Physical examinations/ 診療  
-Health advice/ 健康相談  
-First-aid/ 応急処置

**Contact details**  
TEL: 052-789-3970 (available on 8:30 to 17:15 on weekdays)  
Email: hokekan@htc.nagoya-u.ac.jp  
(Email is available anytime including nights and weekends.)

**Office hours**

	Mon	Tue	Wed	Thu	Fri	
10:00-11:30	○	○	○	○	○	Closed on Tuesday afternoon, weekends, and national holidays.
13:30-16:00	○	-	○	○	○	

**Office hours (First-aid only)**

	Mon	Tue	Wed	Thu	Fri	
9:00-12:00	○	○	○	○	○	Closed on weekends, and national holidays.
13:00-17:00	○	○	○	○	○	

**Website**  
<http://www.htc.nagoya-u.ac.jp/hokenkanri/> (JP Only)

**Virtual Campus Tour (Health Administration Office)**  
<https://youtu.be/eMo8SXHf7Bg>



↑ Health Administration Office (Hoken Kanri Shitsu) C3-3 on the campus map



### Health Services on Campus

Nagoya University students can receive the following health services on campus, free of charge. (Your Student ID Card is necessary.)

**Global Engagement Centre Support Team**  
C3-1 on the campus map  
(7th floor, West wing of IB Building)

7th floor West wing of IB Building

**Global Engagement Centre Support Team/ グローバル・エンゲージメントセンター支援チーム**

**Available services**  
Psychiatric counseling / 精神相談  
\*Reservation is necessary.

**Contact details**  
TEL: 052-788-6117  
Email: isa@iee.nagoya-u.ac.jp

**Office hours**

	Mon	Tue	Wed	Thu	Fri	
10:00-12:00	○	○	○	○	○	Closed on weekends, national holidays.
13:00-16:00	○	○	○	○	○	

**Website**  
<https://acs.iee.nagoya-u.ac.jp/en/> (EN)  
<https://acs.iee.nagoya-u.ac.jp/> (JP)

## **Medication**

Basically, you can bring in up to one month's worth of medication for personal use, but there are regulations over the medications you bring into Japan, for both prescribed and over-the-counter medications. There is a list of prohibited medications and common medications you can easily get in some countries that are strictly prohibited to bring into Japan. Please check the following links if you are thinking to bring in your regular medications. It is also recommended that you bring a note of your doctor's prescription so you can find a way to get it in Japan. For details, please refer to:

<https://www.mhlw.go.jp/english/policy/health-medical/pharmaceuticals/01.html>

<https://jp.usembassy.gov/services/importing-medication/>

<https://en.japantravel.com/guide/bringing-medicines-into-japan/58063>

## **Natural Disaster Preparedness**

Natural disasters are common in Japan. During a disaster, you will be able to inform the university of your situation by using the Survivor Confirmation system. Accurate safety information is vital for providing proper aid for sufferers.

Get details of this system from the index tab of "[防災/Disaster Prevention](#)" on the [NU-Portal site](#). Your registered e-mail address can also be used for the Survivor Confirmation System or to receive important announcements from Nagoya University.

- [NU Guide for Natural Disaster Preparedness](#) / [What to do in a major earthquake](#)

## **7. NU WiFi**

[Nagoya University Wireless Network \(NUWNET\) | Information & Communications, Nagoya University \(nagoya-u.ac.jp\)](#)

## **8. HARASSMENT COUNSELING OFFICE**

[Nagoya University ALWAYS NU \(nagoya-u.ac.jp\)](#)

## **9. INTERNATIONAL STUDENT SUPPORT**

### **Advising & Counseling Services for International Students**

Experiencing cultural shocks or mental health issues, seeking professional support?

<https://acs.gmc.nagoya-u.ac.jp/en/>

### **NU Help Desk**

NU Help Desk is a student group under Nagoya University whose main purpose is to support incoming and existing exchange students under [NUPACE Program](#). Throughout the semester, we are located at the lobby of Nagoya University's international building where we tend to any queries that exchange students might have. We also plan monthly events for international students to serve as a platform for them to interact with Japanese students as well as experience and better integrate into life in Japan.

For details, please refer to: <https://www.instagram.com/nagoyaunivhelpdesk/>