



To: Prospective NUPACE Students

Pre-arrival Information – Spring 2021

We, at Nagoya University, wish to extend a heartfelt welcome to all students planning to come to Japan this spring to participate in the Nagoya University Program for Academic Exchange (NUPACE). Given the current situation revolving around COVID-19, we realise that the decision to embark on a study abroad experience cannot have been an easy one to make. To help you in this endeavour, please find information on admission to the program and life in Japan as follows.

At the same time, please be advised that the content of this information sheet is open to revision. The situation revolving around COVID-19 is in constant flux, and it is difficult to predict to what extent entry procedures will change by spring 2021. Please rest assured that the NUPACE Office will keep you informed of any changes in a timely manner.

1. Information Required by NUPACE before Arrival <IMPORTANT>

1-1. Intention to Participate in NUPACE (Foreign Students)

The following ten documents (Documents 1-10) have been uploaded onto the Nagoya University Storage System (NUSS). After reading the contents carefully, students still wishing to participate in NUPACE should create an AMARYS account, no later than **Friday, 18th December**. Those students wishing to withdraw from NUPACE, are requested to send an email to nupace@iee.nagoya-u.ac.jp **by Friday, 18th December** to inform us of this decision.

<NUSS> <https://nuss.nagoya-u.ac.jp/s/iDccqfxmGSgB69q>

**Uploaded document **

1. Pre-arrival Information (←You are here!)
2. Schedule until Moving-into your Dormitory
3. Notice to those who are planning to enter Japan
4. Matters Specified in the Written Pledge
5. How to Spend the 14-day Quarantine Period
6. What to Do after Receiving the Pledge
7. Entering Japan During the COVID-19 Pandemic (Quick Guide)
8. AMARYS Registration Guide
9. Accommodation Information
10. Part-time Work Permit Application Form

<AMARYS Registration Form> <https://amarys-jtb.jp/nagoya-univ2/>

1-2. Intention to Participate in NUPACE (Japanese nationals)

Japanese Nationals should contact the NUPACE Office at nupace@iee.nagoya-u.ac.jp **by Friday, 18th December** and inform us of your intention to participate in NUPACE.

1-3. Travel Itinerary and Dormitory Moving-in Schedule

Students participating in the spring 2021 semester are expected to comply with a 14-day quarantine. This can be carried out at a designated hotel and/or university dormitory. Please note that you cannot move into university housing until late March. During this time, Nagoya University will offer a limited number of pick-up services for NUPACE students from Narita Airport, Kansai International Airport, or Central Japan International Airport to Nagoya University. Depending on your arrival date in Japan, you may need to book a hotel close to the airport of your arrival in advance and stay there until the day of the pick-up. Please be informed that you cannot use public transportation for 14 days after entering Japan.

Details of pick-up arrangements will be provided **in the middle of February**. After receiving the details, please register the requisite information, such as your itinerary and medical insurance, on the AMARYS site. **You are advised NOT to reserve any flight/hotel room that is non-refundable or requires additional fees for changes made to the itinerary.** Please understand that Nagoya University cannot, under any circumstances, reimburse students for losses incurred with respect to flight/hotel reservations.

1-4. Contact Details, JASSO Scholarship

All participants should enter their contact details at which they wish to receive their admission package into the following site **by Friday, 22nd January**.

JASSO Scholarship nominees should also inform NUPACE whether they wish to receive the scholarship in the same way **by Friday, 22nd January**.

<Contact details/JASSO scholarship registration site> <https://wuke.jp/nupace/entries/add/49>

2. Passport, Visa and Registration Matters

2-1 Students Entering Japan on a Non-Japanese Passport

Your 'Pledge', 'Certificate of Eligibility', and 'Letter of Admission', the documents required for visa procedures, will be sent to you from the Student Exchange Division via express mail **in the middle of February**. Once you have received the documents, promptly take them, and any other relevant documentation, to the nearest Japanese diplomatic mission in order to apply for a 'student' visa. Please be sure to arrive in Japan after you have obtained a 'student' visa. Do not enter Japan as a Temporary Visitor.

2-2 Landing Procedures and Confirmation of Residence Card

As part of landing procedures in Japan, you will be required to submit your fingerprints and facial photograph at immigration control. Also, when you receive your residence card at the airport, please check whether the spelling and spacing of your name are correct.

2-3 Students Entering Japan on a Japanese Passport

Students entering Japan on a Japanese passport shall not be subject to the landing procedures outlined above. They should, however, ensure that they bring the following documentation with them to Japan to facilitate resident (moving-in) registration procedures at the local ward office.

- 1) Family register (*koseki tohon*)
- 2) Appendix to Family Register – history of resident records (*koseki fuhyo*)

The above documentation can be obtained from the local municipality at which your family is registered. If you are not in possession of it, please make sure to prepare in advance.

3. Part-time Work Permit (Students entering Japan on a Non-Japanese Passport)

Permission to engage in part-time work can be applied for and approved at any international airport in Japan. Students interested in working part-time should fill out the application form attached to this e-mail and submit it upon arrival at the airport. Once you have applied for the permit, please confirm that there is a permission statement and stamp on the reverse side of your residence card. If you do not receive a stamp even though you applied for permission, please ask the officer to stamp the card right away.

Reverse side of the residence card



↑ Obtain this stamp here

NB. Part-time work restrictions do not apply to Japanese nationals.

4. Orientation and Academic Schedule

The NUPACE orientation program will be held **between April 5 and April 9, 2021**. All students must ensure that they do not miss any session relevant to them.

During the orientation period, you will need 1 photograph (3.5 cm x 4.5 cm) for student registration at your school of affiliation. This should be a full-frontal picture of your face.

Please **DO NOT** complete any procedures at the local municipal office before the orientation. As procedures are complicated, we would like to explain them in advance.

The NUPACE academic calendar 2021-2022 runs as follows:

Spring 2021 Semester

Orientations (Introductory, Academic, etc.): April 5 to April 9, 2021

Academic Semester Commences: Monday, April 12, 2021

Academic Semester Ends: Friday, August 6, 2021

Autumn 2021 Semester

Orientations (Academic*, etc.): September 21 to October 1, 2021

*The Academic Orientation is mandatory for continuing students from the spring semester.

Academic Semester Commences: Monday, October 4, 2021

Academic Semester Ends: Tuesday, February 8, 2022

(Winter Holiday: Tuesday, December 28, 2021 - Friday, January 7, 2022)

Course registration procedures will be explained at the academic orientation.

5. Insurances

All NUPACE students are required to subscribe the Japan National Health Insurance (JNHI) program after arrival, irrespective of duration of stay in Japan, or prior enrolment in an insurance program in their home country. For a monthly premium of approximately ¥1,700, JNHI policy holders are entitled to a 70% discount on most medical and dental fees incurred. However, since you will apply for the JNHI at a local municipal office after the quarantine period, you will not be able to benefit from this insurance during the first 14 days of your stay. Before entering Japan, NUPACE students are required to purchase travel insurance, that includes medical coverage, for the 14-day quarantine period.

All NUPACE students are also required to subscribe to the 'Personal Liability Insurance for Students' offered by Nagoya University Co-op, even if they have already taken out such insurance in their home country. The Insurance fee is ¥1,800 per year and it covers up to 100 million yen of damages to a third party. Although application for personal liability insurance requires the purchase of student co-op membership, the membership fee (¥4,000) will be refunded prior to your departure.

6. Money Matters

Ensure that you have enough money with you when you enter Japan, preferably in Japanese yen, to help defray initial expenses. Considering the special circumstances, we recommend a minimum of **¥200,000** in cash.

Initial Cost Estimation ~until quarantine period~

Unit: JPY

| | |
|--|---------------------|
| Flight | Depending on Flight |
| Room charge (If you use AMARYS hotel reservation service.) | 8,000/night |
| Prepaid SIM (If you purchase it at a Japanese airport.) | 3,000 ~ 8,000 |
| Pick-up service fee (Pick-up point to NU accommodation) | 10,000 |
| University accommodation fee (Refer to 'Accommodation Information' for details) | Half month's charge |
| Food expenses | 2,000 ~ 3,000/day |
| Daily necessities | Depending on Person |

* AMARYS flight/hotel arrangement fee will be covered by the Nagoya University.

A) Bank Accounts:

It is recommended that all students open a bank account. JASSO and JTEA scholarship recipients will be assisted in opening a bank account with a designated bank in order to receive their scholarship stipends, and other students are welcome to join this particular session. It takes approximately a month to open an account. *Please note that US nationals are required to declare their TIN or SSN numbers when completing application procedures.

JASSO and JTEA Scholarship Recipients

Scholarships are usually transferred to students' bank accounts on the 25th of every month. However, the first stipend will be provided in late May. Please ensure that you bring sufficient money with you to help defray initial expenses. We recommend a minimum of **¥200,000** in cash.

B) Credit Cards

You can withdraw money by credit card (Visa, MasterCard, or any other card with Plus or Cirrus symbols) at ATMs displaying an 'International ATM Service' sign, and NUPACE strongly recommends that you bring a credit card to Japan.

7. Departure from Japan

When you reserve a return flight, please take the following matters into account:

- Residents of International Ohmeikan (IO), should avoid moving-out on Mondays, weekends, National Holidays, and university holidays. (Please refer to the calendar below.)

As of December 2020 (Tentative)

<Moving-out Dates IO – August 2021>

| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|-----|-----|-----|-----|-----|-----|-----|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | 9/1 | 2 | 3 | 4 |

<Moving-out Dates IO – February 2022>

| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|------|-----|-----|-----|-----|-----|-----|
| 1/30 | 31 | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 3/1 | 2 | 3 | 4 | 5 |

Moving-out not permitted on days crossed out.

*IO residents departing at the end of the spring semester will be requested to move out of university housing by Tuesday, August 31 at the very latest. If you are departing in February 2022, the moving-out date is expected to be Friday, February 25, at the latest.

- Residents of International Residence Daiko (IRD), International Residence Higashiyama (IRH), and International Residence Yamate (IRY) should avoid moving-out on weekends, National Holidays, and university holidays. (Please refer to the calendar below.)

As of December 2020 (Tentative)

<Moving-out Dates IRD, IRH, IRY – August 2021>

| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|-----|-----|-----|-----|-----|-----|-----|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | 9/1 | 2 | 3 | 4 |

<Moving-out Dates IRD, IRH, IRY – February 2022>

| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|------|-----|-----|-----|-----|-----|-----|
| 1/30 | 31 | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 3/1 | 2 | 3 | 4 | 5 |

Moving-out not permitted on days crossed out.

*IRD, IRH, IRY residents departing at the end of the spring semester will be requested to move out of university housing by Tuesday, August 31 at the very latest. If you are departing in February 2022, the moving-out date is expected to be Monday, February 28, at the latest.

We look forward to meeting you here at Nagoya University soon!

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