

# The University of Aizu Mid-term Overseas Study Programs for AY2022

## Application Guideline

### 1) Purpose

This program supports excellent UoA students with opportunities for training and research at International Partner Universities (hereafter referred to as "IPUs") of the UoA and research institutes through the Office for Strategy of International Programs (hereafter OSIP), the Center for Globalization. This program aims to produce excellent human resources with an international perspective, and enhance the UoA's global competitiveness. Encouraging students to study abroad also brings a broad view and an international standard of research and education to the UoA.

### 2) Outline of the Program

This program provides partial financial support to UoA students who wish to earn credits, conduct research, or complete an internship at universities and research institutes abroad based on an exchange agreement or memorandum of understanding between IPUs and the UoA. (hereinafter referred to as the "destination").

In addition, UoA supports for the midterm programs is limited to one time during the student's enrollment in both the undergraduate and graduate school of the UoA.

The maximum period of financial support from UoA will be 90 days, while the maximum period of support from the Japan Student Services Organization (JASSO) will be one year. Participants must make presentations on achievements attained through the relevant programs, upon their return to Japan.

### 3) Applicants Accepted

- Approx. 4 students

### 4) Duration of Program (Select one of the periods listed below)

#### (a) Rose-Hulman Institute of Technology (USA)

- End of August 2022 through March 2023 (Approx. 3 months or 6 months, or 12 months)

#### (b) Mercer University(UAS)

- End of August 2022 through March 2023 (Approx. 6 months)

#### (c) Ostbayerische Technische Hochschule Regensburg (OTH Regensburg)(Germany)

- September 2022 through March 2023 (Approx. 6 months)

#### (d) University of Applied Sciences Düsseldorf (Germany)

- September 2022 through March 2023 (Approx. 3 months or 6 months)

#### (e) Karlsruhe University of Applied Sciences (Germany)

- September 2022 through March 2023 (Approx. 3 months or 6 months)

The program to the above destinations are financed by a MEXT subsidy; JASSO, based on the Student Exchange Support Program.

After earning credits at the IPU, the Academic Affairs Committee may approve credit transfer to

There is no guarantee of an internship opportunity at IPUs. Students must obtain internship opportunities by themselves through active participation in local internship fairs, etc.

### 5) Qualifications and Conditions of Applicant to the Program

- a. Regular students of the UoA undergraduate, master's, or doctoral programs in Academic Year 2022, and who have excellent academic and research achievements. However this excludes the fourth-year undergraduates who won't enroll in the UoA Graduate School, and the second-and-third-year master students who won't enroll in the UoA Doctoral Program.
- b. International students are also accepted, but without support from the university or from JASSO.

- c. Students must submit certificate of English test such as TOEFL, TOEIC, IELTS, or the EIKEN
- d. Students who are in good health both mentally and physically for completing the studies and life at IPU.
- e. Enthusiastic students who have a sincere interest in sharing their knowledge and experiences from their participation in the program as a part of contribution to the UoA and local communities through international exchange events proactively.
- f. Participants must consent to disclose their affiliations, academic years, names and research proposal on relevant websites, etc.
- g. Participants applicants have to attend the orientation and international exchange events.
- h. Participants must submit reports after their return to Japan. In addition, these reports will be posted on the relevant websites, etc.
- i. Participants must coordinate with faculty members and administrative staff of IPU on their own responsibilities. (OSIP will provide supports depending on the individual necessity)
- j. In addition to this financial support sponsored by UoA, participants can apply for the scholarship given by JASSO, if the following requirements are fulfilled.
  - Students must participate into programs which aim at obtaining credits.
  - Students must be Japanese citizens or have permission to permanently reside in Japan.
  - The amount of household income of students' family must meet the standard set by JASSO. (Please refer to the separate sheet.)
  - Students are required to submit a proof document of household income to UoA immediately after being adopted by JASSO. UoA will review said proof accordingly.
  - Students must fulfill the standard of academic achievement set by JASSO. (Please refer to the separate sheet.)
  - Use the pattern 2 of the following table for calculation of academic credits. (D and F are granted as 0 point.)
- k. Students are required to submit a copy of a mother-child handbook for the creation and submission of documents to prove they are immune to measles, mump and rubella when they study at university in the US. According to the situation of immunization implementation, the students might be instructed to receive additional immunizations there. (Self-pay for the additional immunizations)

#### 6) Included costs in the financial support

The expenses described below will be supported, depending on the number of successful applicants.

Please note that any costs incurred before selection for the study abroad program will NOT be applicable for this financial support.

- a. Travel expenses
  - The international air ticket should be the economy class, and the financial support is up to 100,000 yen.
  - The expense for round trip in domestic is based on UoA regulations, and the financial support is up to 12,000 yen.
- b. Accommodation Expenses (up to 90 days)
  - Up to 3,500 JPY per day per student for the accommodation fees at IPU.
- c. Other expenses recognized as necessary by the President of the UoA.

#### 7) Excluded costs from the financial support

- a. Visa application fees
- b. Overseas travel insurance premiums
 

All students participating in the program must purchase mandatory insurance required by the UoA for any reason. In addition, students who wish to specify an individual insurance company or to add additional coverage must purchase such insurance separately.

- c. Medical insurance premiums and immunization fees at IPU
- In addition to the mandatory insurance at UoA, students are required to purchase the local
- d. Miscellaneous expenses at IPU for student activities, laptop rentals, etc.
- e. Living expenses (Food, souvenirs, local transportation expenses, etc.)
- f. School materials
- g. Insurance expenses of Japanese Council for the Safety of Overseas Student (JCSOS) for a risk management measure during period of study abroad

8) Amount of Financial Support and Payment

- a. Within the budget, the amount of financial support will be determined and notified to each successful candidate through letters of acceptance to the program.
- b. The “expected amount of financial support” will be deposited to students after their return to Japan. For this reason, the documentary evidence such as receipts, airline tickets, etc. must be kept and submitted to the University promptly after the student delegates’ return to Japan. Please be aware of the fact that it is possible that expenses without documentary evidence will not be considered for financial support by the UoA. (However, submission of receipts for domestic transportation is not necessary.)

9) Application Method

Students applying to the program must submit the following documents to OSIP (located in Room #123 on the 1st floor of the Research Quadrangles)

- a. Application form-1 (Using the designated form, students must describe what they wish to study overseas, and the contents of their plans in English.)
- b. Application form-2 (Using the designated form, students must describe your main activities to date and future plans in English.)
- c. Application form for acceptance or documents required by the university to study abroad. Regarding the application form, please contact the OSIP.
- d. Proof of language proficiency (Certificate of TOEFL or TOEIC results from within two years of the application deadline, or a certificate of results from any other well-known English examination from which a TOEFL or TOEIC score can be calculated)
- e. A letter of recommendation from the relevant supervisor (Sealed)
  - \*Any faculty member who can provide opinion on applicants’ academic skills and grades are eligible to write said letter. In case applicants see difficulty to obtain the letter, contact OSIP in advance.

10) Selection Method and Announcement of Successful Applicants

Selection of students and announcement of successful applicants will be implemented as follows:

- a. OSIP will conduct a preliminary review, taking into consideration application forms and certified transcripts. Applicants will be notified of the results of the preliminary reviews by OSIP. Applicants who pass the initial screening will be registered as candidates for dispatch.

\*After initial screening, students who wish to attend Rose-Hulman Institute of Technology must take a designated language test at the UoA.

- b. Interviews for applicants who passed the preliminary review conducted by the OSIP, the Student Affairs Division, the Center for Language Research and etc. will be implemented in English.
- c. For students who are accepted by the IPU, the OSIP will submit a list of finalists to the President of the UoA, and the President will make the final decision in regards to applicants to be accepted to the program.
- d. The result of the final interview will be announced to applicants who passed the first interview.

## 11) Schedule

- Explanatory session April 5 and April 6
- Recruitment period: April 8 ~ April 22 (By 5:00 PM)
- First screening (document): April 25 ~ April 26
- Interview: Middle of May
- Final determination: End of May
- Preparation: Beginning of June ~
- Departure: End of August ~

The UoA reserves the right to modify, suspend or cancel any university sponsored program should such decision be warranted by the following conditions: In these cases, the UoA may require the relevant students to return all or partial portion of financial support funds distributed from the UoA.

- a. In cases when a falsified item is found in application documents.
- b. In cases when a relevant student has unfavorable circumstances in study, health, or attitudinal problems, or receives official disciplinary punishment, etc. from IPUs.
- c. In cases when a student withdraws from the UoA
- d. In cases when the UoA decides to cancel the program due to unavoidable circumstances, such as the spread of a new coronavirus infection or other situations where the safety of students cannot be assured.
- e. In case that insufficient preparation is granted before departure.
- f. Expenses related to cancellation procedure and prepaid fees will be burdened to participant herself/himself in case of a cancellation due to his/her own request.

## 12) Contact

The Office for Strategy of International Programs, Center for Globalization, the University of Aizu.

Office: Room#123, 1st floor of the Research Quadrangles

Office hours: 9:00a.m.-5:15p.m.

E-mail: [osip @u-aizu.ac.jp](mailto:osip@u-aizu.ac.jp)

Tel : 0242-37-2761