

Application deadline

Spring admission: October 31

Fall admission: March 31

***You need to upload all the required documents by the application deadline.**

How to complete the application

1. See the link below and click “New Registration”.

<https://nmes.jp/en/app/EB397110>

NUFS
NAGOYA UNIVERSITY
OF FOREIGN STUDIES

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[Japanese](#)

Contact

International Office

Email:
incoming_gg@nufs.ac.jp

[Office Hour]
Monday-Friday
9am-5pm (JST)

Nagoya University of Foreign Studies

Online Application for the International Exchange Program

If you are a first time user, please click “New Registration” on the left and register your name and email address. A login password will be sent to your registered email address.

To apply for the NUFFS exchange program, please login with your registered email address and password, and complete your application.



※Email will be sent from the following address. “info@nmes.jp”

If you are using junk mail filter by setting specific domain, please set “nmes.jp” at the domain address column.

※We recommend that you use the latest version of Google Chrome  to use our website safely.

2. Enter your name and email address, and click “Confirm”.

*For your family name/surname, please enter it in CAPITAL LETTERS.

Nagoya University of Foreign Studies Online Application for the International Exchange Program

Registration of Applicant Information

Please register the applicant information first.

Fields marked with * are required.

Name*	(as it appears on your passport)
	Family name / surname NAGOYA
	First name Hanako
	Middle name(s) Gaidai
Email address*	nagoyahanako@nufs.com
Email address (confirmation) *	nagoyahanako@nufs.com

Handling of personal information

Please read "Handling of personal information" below. If you agree with the provisions, place a check mark in the box next to "I agree".

Handling of personal information

☒ I agree

Confirm

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 Japanese

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3. Click "Register".

Nagoya University of Foreign Studies Online Application for the International Exchange Program

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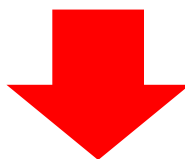
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 Japanese

Confirmation of Applicant Information

Name	(as it appears on your passport)
	Family name / surname NAGOYA
	First name Hanako
	Middle name(s) Gaidai
Email address	nagoyahanako@nufs.com

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Nagoya University of Foreign Studies Online Application for the International Exchange Program

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Registration Completed

Thank you for your registration.

We will send you a confirmation email.

Please apply from the URL in the confirmation email.

You have not completed your registration yet.

Please follow the steps in the confirmation email to complete your registration.

4. A password will be sent to your registered email address.

[Temporary] NUFS Online Application for the International Exchange Program confirmation email

Dear

--■Nagoya University of Foreign Studies Online Application for the International Exchange Program
Please go to the following URL to complete your registration.
<https://nmes.jp/ja/app/EB33854201/login>

Your registered email address and the following password are required to log in.

--Password
●●●●●●●● ← **Your password is here!**

You can change your password by clicking "Change Password".

*Please contact us via email if you have any questions.

International Office
Nagoya University of Foreign Studies
57 Takenoyama, Iwasaki, Nisshin, Aichi, 470-0197 Japan
Email: incoming_gg@nufs.ac.jp

5. Enter your registered email address and password, and click "Login".
Start filling out the form!

Nagoya University of Foreign Studies
Online Application for the International Exchange Program

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of FOREIGN STUDIES

Login

Enter your registered email address and a password you have received via email.

▶HOME

▶New Registration

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▶Logout

Japanese

E-mail

password

Login

Forgot your password

*Passport information

Please leave it blank if you have not received your passport yet.

Passport number	
Passport expiration date	 YYYY/MM/DD

*Place of embassy and consulate of Japan

Please refer to the following website and find the nearest one in your country.
Do not enter “Nagoya” or “Japan” here.

https://www.mofa.go.jp/about/emb_cons/mofaserv.html

e.g. Intended place to apply for student visa in your country*	(nearest Embassy or Consulate of Japan) City London Country UK
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*Past entry into Japan

If “Yes”, enter the date of your latest entry into Japan and departure from Japan.
There should be Japanese visa stamps (entry and departure stamps) in your
current/old passport.

Past entry into Japan?*	☐ No ☒ Yes **If “Yes”, how many times? 2
e.g. Latest entry into Japan	From 2024/05/15 YYYY/MM/DD To 2024/05/31 YYYY/MM/DD

*Japanese Language Proficiency Test (JLPT)

A JLPT certificate is not required for applicants to the “Global Japan Program”, but if you have passed the JLPT before, please upload a copy of your certificate here.

e.g.
Japanese-
Language
Proficiency Test
(JLPT)*

Have you passed the JLPT?
☐ No
☒ Yes → Please fill in the blank below.

Level of the JLPT
N4 ▼

Date of the JLPT
2024/07/15
YYYY/MM/DD

Please upload a copy of your JLPT certificate below.
[ファイルを選択] 選択されていません

*Uploading required documents

Click the red circle to upload documents. Please combine your documents into one file as only one file can be uploaded for each section.

If it takes time to prepare some documents such as a passport copy and the Medical Information Form, please submit this online application without these documents. You can upload them later but please be sure to upload all the required documents by the application deadline.

Uploading required documents

Passport Copy
(photo page)

Notes
[ファイルを選択] 選択されていません

- If you are still in the process of obtaining your passport, please upload a copy of your driver's license or other ID. Once you receive your passport, please send a copy of it to the International Office (incoming_gg@nufs.ac.jp) by email.

Passport Copy (entry records into Japan)	Notes ファイルを選択 選択されていません
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To those who have visited Japan before,

Please upload a photo of the entry and departure stamps of Japan in your passport. If the stamps are in your old passport, please also upload a photo page of your old passport. Please be sure to submit **ALL the stamps (both entry and departure)** in your passport(s) if you have entered Japan multiple times.



To those who have visited Japan before but went through an automated gate and did not get a departure stamp when you left Japan,

Instead of the departure stamp, please upload a copy of your **flight itinerary or e-ticket that proves the departure date**.

Portrait Photograph (jpg)	Notes ファイルを選択 選択されていません
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- This photo will be used for your NUFFS student ID card and the CoE application.
- Do not upload a scan of the actual photo.

Photo requirements

- The image should be clear and in color.
- Only the applicant should be in the photo.
- Must be taken within the past 3 months, showing current appearance.
- Do not wear a hat or headgear that obscures the hair or hair line.
- Full face, front view with a **plain white** or **off-white background**.
- There should be spaces above and beside the face.
- Must be saved as a **jpg** file.
- Photo size: under 50KB, 330 pixels wide x 440 pixels in height (3:4)

Transcript
in English

Notes

ファイルを選択 選択されていません

- Please upload a full academic transcript from your home institution including grading scale.
- Your academic record showing **the total number of credits** you have earned to date in your current institution is required.

Bank Statement
in English

Notes

ファイルを選択 選択されていません

- Please provide a bank statement, a letter from the bank confirming your funds or a certificate of deposit. This document is required to show that you have adequate funds for your stay in Japan and it must be issued within 3 months prior to the application deadline.
- If your parents pay for your living expenses during your stay at NUFS, a bank statement of your parents' account will be acceptable. In this case, please upload a document certifying parent-child relationship (e.g. birth certificate) as well.

< Students who apply for the NUFS scholarship >

The minimum required balance should amount to 40,000 yen for each month.

- Study period of 1 semester: 40,000 yen x 5 months = **200,000 yen**
- Study period of 1 academic year: 40,000 yen x 10 months = **400,000 yen**

< Students who do NOT apply for the NUFS scholarship >

The minimum required balance should amount to 100,000 yen for each month.

- Study period of 1 semester: 100,000 yen x 5 months = **500,000 yen**
- Study period of 1 academic year: 100,000 yen x 10 months = **1,000,000 yen**

Medical Information Form	Notes
	ファイルを選択 選択されていません
	Please refer to the attached file.
	Medical Information Form ← You can download the form from here.

- This form must be filled out and signed by a physician. Please upload the scan of the completed form.
- Students with pre-existing medical conditions should stay in touch with the physician in charge of their treatment in their home countries, as some medical services or treatments may not be available in Japan.

Medical Liability Release Agreement	Notes
	ファイルを選択 選択されていません
	Please refer to the attached file.
	Medical Liability Release Agreement ← You can download the form from here.

- Please upload a written agreement for the medical condition, treatment, medication and medical history listed on the Medical Information Form.
- You do not need to submit this agreement in case no condition, treatment, medication or medical history has been mentioned in the Medical Information Form.

Personal Reference form	Notes
	ファイルを選択 選択されていません
	Please refer to the attached file.
	Personal Reference form ← You can download the form from here.

- This form must be filled out by your instructor, academic/student advisor or coordinator at your home institution.
- If your teacher would prefer to send it directly to NUFFS International Office, please ask him/her to send it to incoming_gg@nufs.ac.jp.

NUFS Scholarship Application	Notes
	Do you apply for the NUFS scholarship?*
	☒ Yes ☐ No
	Yes → Please upload the application form below.
	ファイルを選択 選択されていません Please refer to the attached file. NUFS Scholarship Application ← You can download the form from here.
No → If you don't mind, please tell us why you decline the scholarship offer.	

- Please read "Regulations Governing Nagoya University of Foreign Studies Non-Degree Exchange Student Scholarships" in the link below before applying for the scholarship.
<https://www-e.nufs.ac.jp/interchange/incoming/scholarships/>
- If you would like to apply for the NUFS scholarship, please upload the application form.

Pre-Entry Tuberculosis Screening TB Clearance Certificate	Notes
	ファイルを選択 選択されていません
	* Only for nationals of the Philippines, Viet Nam and Nepal

- Nationals of the Philippines, Vietnam and Nepal who live in these countries are required to get a chest X-ray at medical facilities designated by the Japanese government and obtain the TB Clearance Certificate. For more details, please refer to the website of the Ministry of Health, Labour and Welfare below.
<https://jpets.mhlw.go.jp/index.html>
- Please note that the certificate has an expiration date.
 - **Spring intake:** please get the certificate after August and upload a scan of it on the application by the end of October.
 - **Fall intake:** please get the certificate after January and upload a scan of it on the application by the end of March.

6. Read the "Handling of personal information" at the bottom of the page and click "Confirm".

Handling of personal information

Please read "Handling of personal information" below. If you agree with the provisions, place a check mark in the box next to "I agree".

Handling of personal information

☒ I agree

Temporarily save **Confirm**

7. Check for errors/typos and click "Register".

Confirmation of Application Form

Student Information

Program	Global Japan Program
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Pledge*

To: The Director of NUFS International Office

I hereby agree to obey all the rules and the regulations of NUFS dormitory during the period of my stay.

Please read the ["Housing Handbook"](#) and place a check mark in the box below. Students are responsible for abiding by all information covered in the handbook, and conveyed by NUFS staff, caretakers and RAs.

☐ Agree

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You have completed the application!

Nagoya University of Foreign Studies

Online Application for the International Exchange Program

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Reception completed

The reception is complete.

Your registration number is "".

Please confirm that your registration details have been sent to you via email.

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