

December 6, 2012

Universidad de la Republica,
Dear Sirs,

This letter is to inform you about the exchange program of the academic year 2013. We believe that this program will make a great contribution to further development of our friendly ties and we will be very pleased to have one of your students coming to Osaka University of Economics and Law in September 2013. We would appreciate it if you recommend one applicant for this program.

Because most of the courses are given in Japanese, proficiency in the Japanese Language is desirable when applying to the program. However, we also welcome English proficient students even if they do not have previous knowledge of the Japanese language. In this case, while the study the Japanese language they may attend to many of the courses which are in English (Business Economics, Business and Investment, Japanese Economy, International Business, etc.). They may also learn other languages like Chinese, Korean and French as well.

Student selection :

The home institution shall initially select exchange students and then nominate them for admission to OUEL. Application documents will be screened by OUEL.

The Condition to be offered:

- 1) The tuition fees shall always be exempted on a reciprocal basis
- 2) Accommodation: 11,000JPY ~ 27,000JPY per month
 - * Accommodation fee shall always be exempted in case the equivalent accommodation condition will be arranged for our students in exchange on a reciprocal basis.
 - * Please note that apart from the accommodation fee the student must pay heating and electricity charges by their own.
 - * All fees and charges are subject to change without further notice.
- 3) Scholarship (**important!**)
 - * Scholarships are not guaranteed for all the exchange students.
 - * Scholarships will be offered after Student selection by OUEL.

■ Further information will be given after student selection.

Necessary Documents

- 1) Application form
- 2) Resume
- 3) A certificate of student status
- 4) Transcript
- 5) Three passport-size photos taken in the last 3 months
- 6) Copy of passport identification page
- 7) Proof of Japanese language proficiency
- 8) Letter of recommendation (academic advisor or teaching support)
- 9) Application for Certificate of Eligibility (*VISA documents)

Important! – Please refer to the **SAMPLE** before you complete this form
(for applicants part 1,2,3).

- Giving false or misleading information is a serious offence.
- Please send the data (EXCEL only) to us by e-mail to the following
e-mail address: **kokusai@keiho-u.ac.jp**

* The documents must be received by the office no later than **March 31, 2013.**

If you need any further information please do not hesitate to contact us.

We look forward to hearing from you soon.

Yours truly,

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