



大阪公立大学
Osaka Metropolitan University

2024年度外国人留学生対象 学生生活オリエンテーション

Student Life Orientation for International Students Enrolling in Spring 2024

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学生課

STUDENT AFFAIRS DIVISION



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9. Residence Status / Residence Card

You can learn more about your studies/classes at the orientation that will be conducted by your respective departments/graduate schools.

(If you still have any questions, please contact the Academic Affairs Division.)

1. 大学のポータルサイトについて

About the Student Portal (UNIPA)

- Please confirm the necessary procedures (e.g., confirmation of your student ID number, procedures for using the student portal (UNIPA), confirmation of OMU reception method, etc.) before the start of classes at the orientation of each graduate school you belong to.
- University email address (...@st.omu.ac.jp)
Important information/announcements will be sent via email (not over the phone). Please be sure to complete the setup.

If you have any questions on how to use it, please ask your [supporters/tutors](#)

You can search any notice from the Student Affairs Division and International Students Support Team using keywords such as 【留学生/For International Students】

ポータルトップ ▶ 掲示一覧

キーワードは、件名・差出人・本文から検索します。

キーワード

部分一致で検索

授業科目

コード、名称から検索

グループ

全表示

既読

未読

新着

重要

申込

フラグつき

重要 期限あり 未確認

重要情報はありません。

トピック

インフォメーション

スケジュール



検索

●学生 ○教員

学籍番号:

氏名:

検索 Advanced検索

リンク

- ☑ [いろいろ・みず \(URL未設定\)](#)
- ☑ [Moodle \(URL未設定\)](#)
- ☑ [学生Navi \(情報共有サイト\)](#)
- ☑ [QMUメール\(URL未設定\)](#)
- ☑ [中百舌島キャンパスマップ](#)
- ☑ [杉本キャンパスマップ](#)
- ☑ [阿倍野キャンパスマップ](#)
- ☑ [羽曳野キャンパスマップ](#)
- ☑ [りんくうキャンパスマップ](#)
- ☑ [大阪公立大学Webサイト \(URL未設定\)](#)

2022/03/16(水)

◀前週 ◀前日 今日 翌日 ▶翌週 ▶

終日

予定はありません。

時間別

予定はありません。

掲示板

新着

2022/03/11 [\[自動配信\]掲示承認](#) [システム管理者]

フラグをつける 既読にする

2022/03/11 [\[自動配信\]掲示申請](#) [システム管理者]

フラグをつける 既読にする

2022/03/11 [\[自動配信\]学籍情報変更申請\(一次承認済\)](#) [システム管理者]

フラグをつける 既読にする

2022/03/11 [\[自動配信\]学籍情報変更申請\(一次承認済\)](#) [システム管理者]

フラグをつける 既読にする

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フラグをつける 既読にする

2022/03/11 [\[自動配信\]学籍情報変更申請\(再申請\)](#) [システム管理者]

フラグをつける 既読にする

2022/03/11 [\[自動配信\]学籍情報変更申請\(再申請\)](#) [システム管理者]

フラグをつける 既読にする

2022/03/11 [\[自動配信\]学籍情報変更申請\(再申請\)](#) [システム管理者]

フラグをつける 既読にする

2022/03/11 [\[自動配信\]学籍情報変更申請\(再申請\)](#) [システム管理者]

フラグをつける 既読にする

フラグつき

フラグつき情報はありません。

2. OMU Webサイト外国人留学生支援ページについて

About the OMU Website International Student Support Page

- The international student support page provides information on support for international students living in Japan and studying at OMU. Please check the following website or the OMU UNIPA bulletin board for necessary information.

[外国人留学生向け情報 / For International Students | 教育・学生生活 | 大阪公立大学 \(omu.ac.jp\)](https://omu.ac.jp)



Information for International Students

You can learn more about your studies/classes at the orientation that will be conducted by your respective departments/graduate schools.

(If you still have any questions, please contact the Academic Affairs Division.)

3. 授業料について

Tuition Fee



Online registration

● Online Registration For Your Tuition Fee Debit Account (Regular Students Only)

Registration period:

March 12 (Tue.) to 31 (Sun.), 2024 *Register by using your examinee's No.

April 1 (Mon.) to 30 (Tue.), 2024 *Register by using your student ID

- * If you cannot open a Japanese bank account during the period, register in the next period. The next registration period can be found through the QR code above.
- * For students who have not registered an account, a payment slip will be sent to their home.

Debit date: May 27 (Mon.), 2024 (Spring semester ¥267,900)

* In case you apply for tuition reduction/exemption, the tuition fee will be debited on August 27 (Tue.), 2024.

Research Student Tuition Payment due: April 25 (Thu.), 2024

* Research students are not required to register an account. As you will receive a payment slip, please pay according to it.

If you have any questions, please ask [the Student Affairs Division](#).

4. 授業料減免について

Tuition Reduction / Exemption

【Application Period】

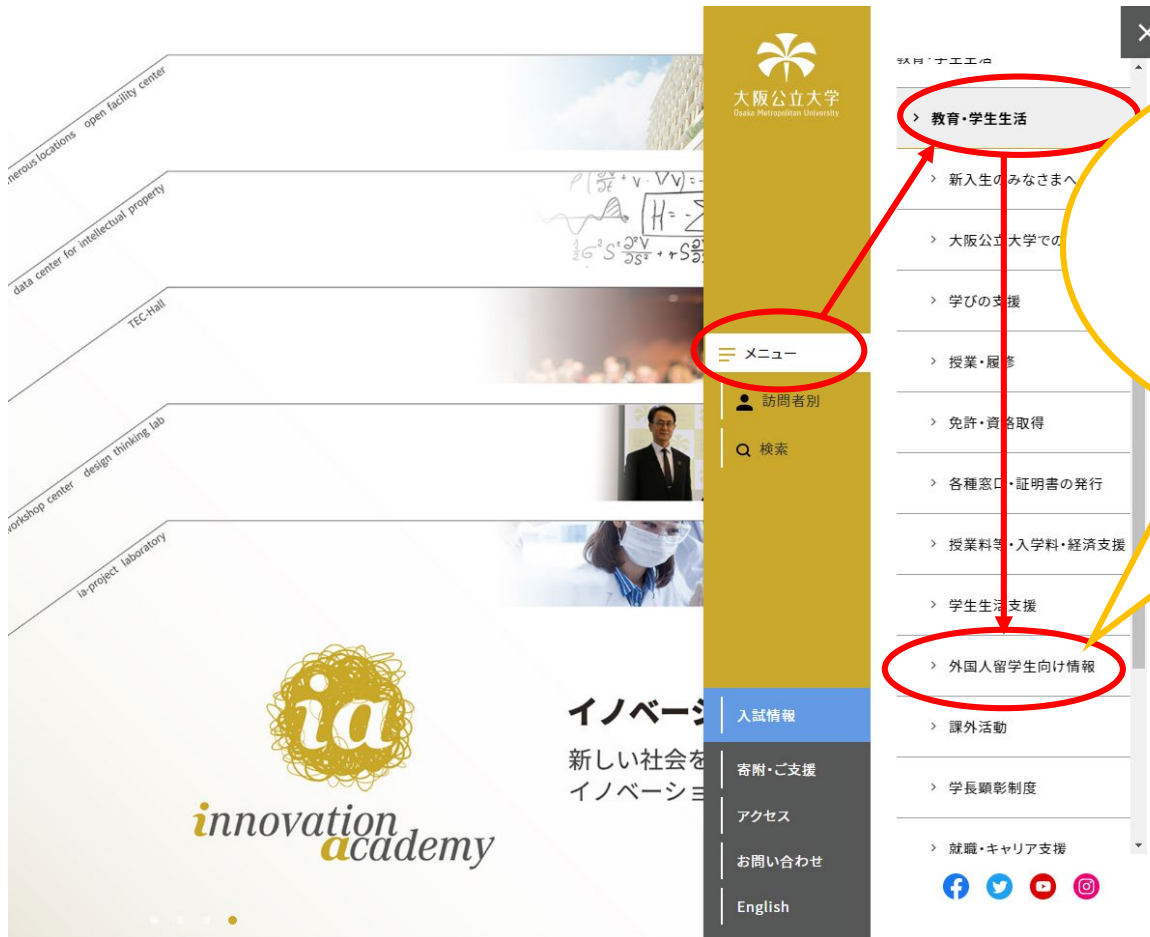
April 3 (Wed.) - 19 (Fri.), 2024 at 15:00
(Japan Time)



Tuition Reduction / Exemption

If you have any questions, please ask [the Student Affairs Division](#).

● Where to download the application form for tuition reduction/exemption
Website of OMU (<https://www.omu.ac.jp/>)



- ①OMU's website >
②メニュー >
③教育・学生生活 >
④外国人留学生向け情報
Please proceed in the order
of ① ~ ④.

外国人留学生向け情報 / For International Students

ホーム > 教育・学生生活 > 外国人

Click on
“授業料減免 Tuition reduction/exemption”

2023年4月入学留学生向けオリエンテーション
2023 Spring Entry International Students LIFE ORIENTATION >
FOR INTERNATIONAL STUDENTS

授業料減免 Tuition reduction / exemption >

奨学金 Scholarships >

宿舎 Dormitories >

チューター・サポーター Tutors and Supporters >

各種証明書 Certificates >

留学生生活 International Students Life in Japan >

If you have any questions, please ask **the Student Affairs Division.**

2024年度 私費外国人留学生授業料減免申請について Year 2024 Application for Tuition Reduction / Exemption for Privately Funded International Students

2024年度の授業料減免申請について、下記のとおり実施いたします。申請を希望される方は申請期間内に所定の手続きを行ってください。

We will accept applications for AY2024 tuition reduction/exemption as follows. If you would like to apply, please complete the prescribed procedure by the deadline.

1. 申請資格

学業に精励する私費外国人留学生(在留資格が「留学」の者に限る。修業年限を超える者、研究生、科目等履修生は申請不可。)で、次の条件全てに該当する者。

- 大阪公立大学、大阪府立大学、大阪市立大学のいずれかに在籍する私費外国人留学生。または、大阪公立大学、大阪府立大学、大阪市立大学いずれかの大学院に在籍する私費外国人留学生。
- 経済的理由のため、授業料を納付することが困難な者。



3. Application Documents ***You need to both enter your information in Microsoft Forms and submit the necessary physical documents.**

***For the application procedure and documents, check the application guidelines.**

*If you have any questions about your application, contact us via the following e-mail: [gr-gks-intlstu\(at\)omu.ac.jp](mailto:gr-gks-intlstu(at)omu.ac.jp) (Please replace (at) with @.)

Click the links here to download the application guidelines, application documents, etc.

 [1【日本語】2024年度私費外国人留学生授業料減免申… \(343.6KB\)](#)

 [2 AY2024 Application for Tuition Reduction and Exemption for Privately Funded… \(274.6KB\)](#)

 [3様式2 提出書類確認票 Submission Document Checklist \[Form2\] \(18.1KB\)](#)

 [4様式1 2024家庭状況調査書 Household Situation Record \[Form1\] \(39.2KB\)](#)

To respond to the Family Status Report (Microsoft Forms), please complete the form at the URL below.

★こちらから申請してください。/Please apply from here★

➡ > <https://forms.office.com/r/UYfJf9W4Et>

● Documents to be submitted for tuition fee reduction / exemption

【 Documents that must be submitted by all applicants 】

Family Status Report (Form 1)

You will only need to fill out Microsoft Forms to complete the submission of this document.

Due to there being a wide variety of questions, download the document and enter the information first, and then fill out Microsoft Forms while referring to the entered information.

Each person is allowed to fill out Microsoft Forms only once. Be careful not to make any mistakes.

Checklist for Documents to Be Submitted (Form 2)

Please prepare the documents you need by looking at this list.

Certificate of Residence

- The certificate to be submitted must include information on all persons living with the applicant.

- A certificate including only information on the applicant is not acceptable, even if the applicant has other persons living with him/her.

- The certificate must be issued on or after April 1, 2024.

- The certificate must clearly indicate the applicant's residence status and period of stay in Japan.

If you have any questions, please ask [the Student Affairs Division](#).

【 Documents that must be submitted by all applicants 】

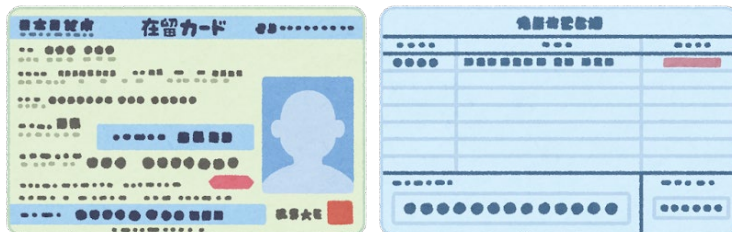
National Health Insurance card

If you are in the middle of applying for National Health Insurance, submit the application acceptance slip (copy) given by the municipal office. After you obtain your National Health Insurance card, be sure to submit a copy of it at a later date.

Residence card

- Tuition reduction / exemption for privately funded international students is **available only to students whose residence status is “Student.”**
- **Students whose residence status is “Dependent,” “Permanent Resident,” or other are not eligible to apply.**
- If you are in the middle of extending the validity period of your residence card and do not have it, submit a copy of a document showing that you are currently in the process of extending the period.
- If you are in the middle of applying for a Certificate of Eligibility (CoE) and do not have your residence card, submit a document showing that your residence status is “Student” and you have applied for a CoE.

After you obtain a residence card, submit a copy of its front and reverse sides.



If you have any questions, please ask [the Student Affairs Division](#).

【Documents that must be submitted by applicable applicants】

If the applicant has a part-time job

The most recent payment slip or the passbook of the account to which the applicant's wage was transferred (for 3 months)

If the applicant pays rent

All pages of the rental contract

(The term of the contract, the name of the contractor, the amount of rent, and whether or not there is any person living with the applicant must be indicated in the contract.)

* No need to submit such contract if the applicant lives in Osaka Metropolitan University's dormitory for international students, Orion International House, or Ono Women's Dormitory.

If any of the applicant's family members living in Japan has salary income

* Please submit any of the following documents.

- Withholding slip for previous year's income
- Payment slip at the time of application
- Certificates of the previous year's municipal tax and prefectural tax
- Another document showing monthly income at the time of application

【 What you need to do to apply for tuition reduction / exemption 】

- (1) Download documents
- (2) Fill out Microsoft Forms (Family Status Report)
- (3) Submit application documents

【 Intensive Reception Period 】

- April 10 (Wed.) to 16 (Tue.)

Nakamozu Campus :

Counter reception No. 2 of the Student Affairs Division
Building A3 1F

- April 17 (Wed.) to 19 (Fri.) From 12:00 to 15:00

Sugimoto Campus :

Meeting Room No. 1, Student Support Center 2F

*** No counter service will be available at the Sugimoto Campus.
Please be sure to submit the documents to the designated place
during the reception period.**

4. 奨学金について

Scholarships



Scholarships

- Multiple scholarships are offered by various organizations for privately funded international students (regular students) who are in need of money.
- Some of these scholarships are given through university recommendation, and others through direct application by the applicant to an organization. Information will be available on OMU UNIPA.

- **For doctoral students (international students are also eligible):**

① Research Scholarship/Special Research Scholarship Project
* Either “Tuition Reduction / Exemption” or “Research Scholarship Project” will be accepted.

② University Fellowship Program for Science and Technology Innovations and Support for Pioneering Research Initiated by the Next Generation



5. 宿舎について

Dormitories



Dormitory

- **Dormitories for international students include dormitories managed by OMU and other dormitories managed by external foundations.
For more details, please check the university website.**
- **Note that the university does not introduce apartments or other private properties. When renting a room, please make a contract with a real estate agency by yourself. If you cannot find a cosigner, consult a multilingual guarantee company. The Student Affairs Division can introduce you to a guarantee company.**

6. サポーター・チューター制度について Supporter and Tutor System



Supporter/Tutor

If you have any concerns about life in Japan or student life, there is a system in place to receive support from seniors.

● Supporter system

< Details of support >

- Examples of support at OMU
 - Giving international students advice on how to log in to and use OMU UNIPA and Student Navi
 - Helping international students register their bicycles at OMU
 - Attending orientation sessions together with international students (if necessary)
- Examples of support with daily life
 - Helping international students complete administrative procedures at the City Office (for residence registration, application for national health insurance and the national pension program, etc.)
 - Helping international students open bank accounts
 - Assisting international students in contracting for electricity, gas, water, cell phones, the internet, etc.

< Maximum duration of support >

Approximately 1 month after matriculating or entry into Japan

< Application Method >

Please apply through the University's website. (QR code on the upper right)

Supporters primarily provide **a livelihood support**

Available immediately after entering the country!

● Tutor system

< Details of support >

Support available in the Supporter System

in addition to the above

- Giving advice on class content, etc.
- Correcting and giving instruction on papers written in Japanese, etc.

< Maximum duration of support >

- Undergraduate and graduate students may receive support for up to two semesters (maximum 1 year) during the prescribed period in which they must complete their studies after matriculating.
- Research students and exchange students may receive support for the first two semesters after matriculating (maximum 1 year).

[Note] Applications are accepted on a semi-annual basis

< Application Method >

Please apply through the University's website. (QR code on the upper right)

Tutors primarily provide **a support for learning.**

Available 1-1 1/2 months after enrollment!

7. その他外国人留学生の支援について

Other Support for OMU International Students



Students
Counseling Center

- If you are considering finding a job in Japan, do not hesitate to visit the Career Center of the Student Affairs Division. A career consultant will advise you on how to proceed with job hunting/interviews.
- If you have any other problems and do not know where to consult, first ask the “Students Counseling Center.” Also, the Mental Health Center provides students with counseling by clinical psychologists. If you have difficulty using Japanese, we can arrange an interpreter.

If you have any questions, please ask the Student Affairs Division.

8. 在留資格・在留カード Residence Status/Residence Card

- Your status of residence is “Student.” Thus, if you take leave from, quit, or graduate from OMU, you will forfeit your status of residence.



- Your status and period of residence need to be confirmed by the university. [Please upload a copy of your residence card \(both front and back\) to OMU UNIPA](#)

- You must carry your residence card with you at all times.



How to upload your residence card

● **Three important procedures at the city (ward) office of your residence after your arrival in Japan or moving in to new address**

- **Resident Registration**

Your address will be indicated at the back side of your residence card.

- **National Pension**

International students aged 20 or older must enroll in this system.

- **National Health Insurance**

International students who live in Japan for more than 3 months must join the National Health Insurance, together with their family members living in the same household. You will only have to pay 30% for medical treatment. (Certain types of special treatment are out of the scope of coverage.)

Supporters/Tutors will help you.

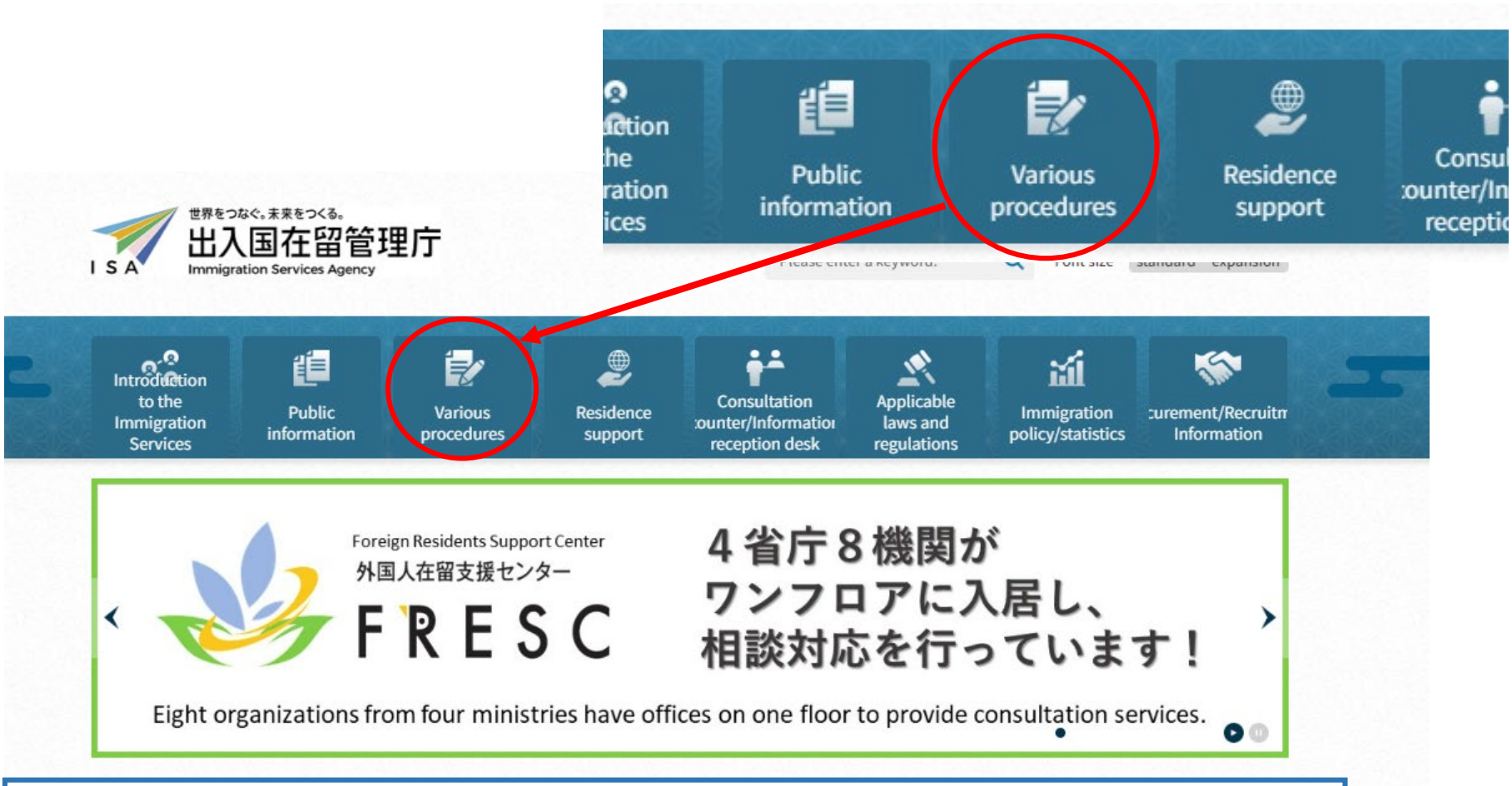
- **Students who enrolled in OMU from Japanese language schools or other organizations must submit “Notification of the accepting organization” to the Immigration Services Agency of Japan. * Notification of leaving or transferring from the affiliated organization.**
https://www.isa.go.jp/en/applications/procedures/nyuukokukanri10_00014.html
- **Complete the procedure for extending your period of stay in Japan by the expiration date. You can apply for an extension of your period of stay from 3 months before the expiration date. Make an application for extension as early as possible.**

The following pages explain the application for permission to extend the period of stay.



● How to extend the period of stay

[出入国在留管理庁ホームページ \(moj.go.jp\)](http://www.moj.go.jp)



Click on "Various procedures" on the dark blue bar at the top of the Immigration Services Agency website.

Introduction
to the
Immigration
Services

Public
information

Various
procedures

Residence
support

Consultation
counter/Information
reception desk

Applicable
laws and
regulations

Immigration
policy/statistics

Employment/Recruit
ment Information

[top page](#) > Various procedures

Various procedures

Immigration Control and Refugee Recognition Law Procedures

If you want to check the necessary documents from the procedure you want to do (change of status of residence, change of period of stay, etc.) [Search by type of procedure](#) Please check from

If you would like to check the required documents from the status of residence of the foreigner who will carry out the procedure, please refer to "[Search by status of residence](#)" Please check from

Search by type of procedure

Search by status of residence

Click on
"Search by status of residence"

After moving to the Various procedures page, click on "Search by status of residence" in the Immigration Control and Refugee Recognition Law Procedures section.



ISA Page > Various procedures > Search by status of residence

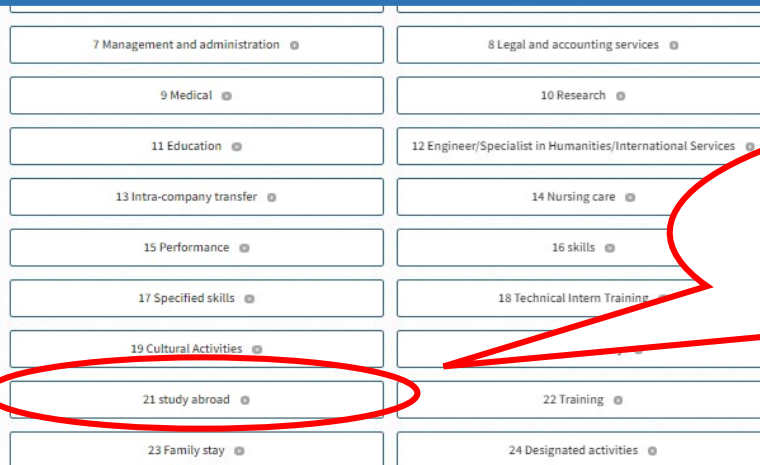
Search by status of residence

Activities that can be done in Japan, applicable cases, period of stay [Status of residence list](#) Please check

*For questions about how to fill out the application form, required documents, etc. [Immigration Information Center](#) Please contact us.
TEL: 0570-013904 (IP phone, from overseas: 03-5796-7112)

*Please select the status of residence you wish to obtain or change from the following.

Once you are on the "Search by status of residence" page, click on "21 study abroad" from the list of status of residence (work, study abroad, family stay, etc.) according to the activity you will perform in Japan.



Click on "21 study abroad"

21 study abroad



If you go to the page where the status of residence is "Student," you will find a list of applications related to the status of residence "Student."
If you wish to extend your period of stay, click on **"Application form for extension of period of stay."**

top page > Various procedures > Search by status of residence > Status of residence "Student"

Status of residence "Student"

Activities applicable to this status of residence	Universities, technical colleges, high schools (including upper secondary courses of secondary education schools), upper secondary schools of special support schools, junior high schools (including upper secondary courses of compulsory education schools and lower secondary courses), or special education schools in Japan Activities to receive education at junior high schools, elementary schools (including the first half of compulsory education schools), elementary schools for special needs schools, vocational schools, miscellaneous schools, or institutions equivalent to these in terms of facilities and organization. Examples include students of universities, junior colleges, technical colleges, high schools, junior high schools and elementary schools.
Period of stay	The period specified by the Minister of Justice (not exceeding 4 years and 3 months)

- Application for Certificate of Eligibility
- Application for change of status of residence
- Application form for extension of period of stay**
- Application form for permission to acquire status of residence
- Required notifications for those currently residing in Japan with this status of residence
- Reference material

Please check the list and download the documents required for the application for extension of period of stay.



Application form for extension of period of stay

This application is for those who are already staying in Japan with this status of residence and wish to continue the activities with this status of residence.

1. Application form for extension of period of stay (1 copy)

It can be downloaded from below.

[Application for extension of period of stay \(PDF:241KB\)](#)

[Application for extension of period of stay \(Excel:113KB\)](#)

① Download "Application for Extension of Period of Stay"

1. Application for extension of period of stay 1 copy

You can download it from below.

[Application for Extension of Period of Stay \(PDF:241KB\)](#)

[Application for Extension of Period of Stay \(Excel:113KB\)](#)

2. Photo 1 leaf (Photos that meet specified standards (prepare and submit by attaching it to the application form))

*If an application is submitted using an inappropriate photo that does not meet the specified standards, you will be asked to retake the photo.

*If you are under 16 years old, you do not need to submit a photo. Also, if you wish to change your status from short-term to medium- to long-term resident status, you do not need to submit a photo.

3. Presentation of passport and residence card

4. Other/required documents

[Points to note when applying \(PDF: 149KB\)](#)

[Attached table \(PDF: 66KB\)](#)

[Declaration regarding payment of accommodation expenses \(PDF: 109KB\)](#)

Documents to be submitted

(1) Universities (including junior colleges and graduate schools), institutions equivalent to universities, and technical colleges

a. [Institutions that have received notification that they are an appropriate school \(Class I or Class II\) \(PDF: 117KB\)](#)

b. [Institutions that have not received notification that they are an appropriate school \(PDF: 121KB\)](#)

(2) Vocational training schools, various schools, institutions equivalent to various schools in terms of organization (excluding those that receive Japanese language education exclusively)

a. [Institutions that have received notification that they are an appropriate school \(Class I\) \(PDF: 113KB\)](#)

b. [Institutions that have received notification that they are an appropriate school \(Class II\) \(PDF: 117KB\)](#)

c. [Institutions that have not received notification that they are an appropriate school \(PDF: 117KB\)](#)

(3) Japanese language educational institutions, preparatory educational institutions

a. [Institutions that have received notification that they are an appropriate school \(Class I\) \(PDF: 105KB\)](#)

b. [Institutions that have received notification that they are an appropriate school \(Class II\) \(PDF: 110KB\)](#)

c. [Institutions that have not received notification that they are an appropriate school \(PDF: 110KB\)](#)

(4) High school, junior high school, elementary school

[High school, junior high school, elementary school \(PDF: 75KB\)](#)

②

Download "[a. Institutions that have received notification that they are an appropriate school \(Class I or Class II\) \(PDF: 117KB\)](#)"

① Application for Extension of Period of Stay

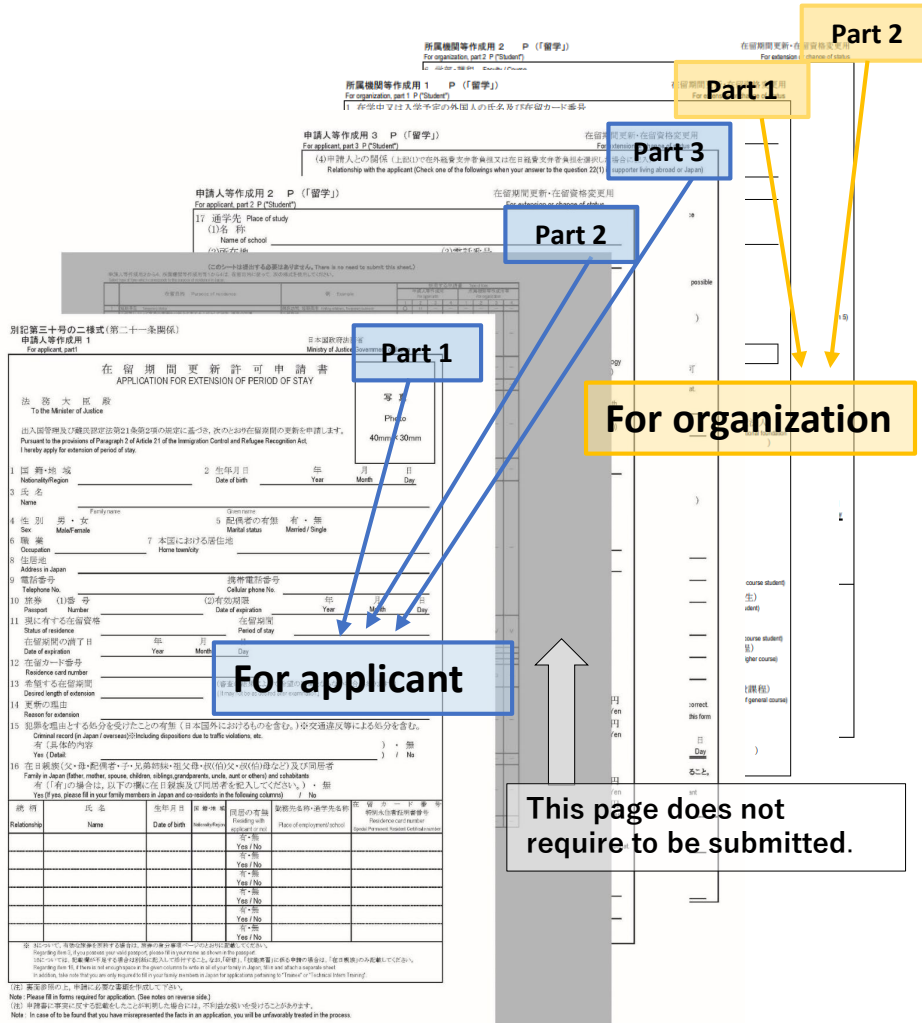
The application form consists of five pages: the first 3 pages for the applicant and the latter 2 pages for the organization to which the applicant belongs.

About the pages to be filled out by the applicant:

- The second sheet (the reverse side of the first sheet) does not need to be filled out. It is not required.
- The applicant is required to complete three pages in total. The applicant is responsible for completing this form; therefore, please check the items and complete the form by yourself.

About the pages to be filled out by your organization:

- The part for your institution in the form is two pages long. The department that issues these pages differs from campus to campus. For issuance requests, please contact any of the offices listed on the next page.



The image shows a multi-page application form for extending the period of stay. It is divided into several sections:

- Part 1:** Applicant's personal information, including name, date of birth, sex, marital status, occupation, and address in Japan.
- Part 2:** Information about the applicant's current stay, including the date of application, date of arrival, and date of expiration of the current stay.
- Part 3:** Information about the applicant's family members in Japan, including names, dates of birth, and relationships.
- For organization:** A section for the organization to complete, including the name of the organization, the name of the applicant, and the date of application.

Callouts indicate that the second sheet (reverse side) does not need to be filled out, and that the organization's part is two pages long.

**“APPLICATION FOR EXTENSION OF PERIOD OF STAY (For organization)”
is issued by the following offices.**

【 Issuance Request Contact 】

Sugimoto Campus *Including Umeda Satellite students	Educational Coordination Service, Academic Affairs Division 【Student Support Center 1F】
Nakamozu Campus	International Students Support Team, Student Affairs Division 【Building A3 1F No. 2 Counter】
Abeno Campus	Educational Affairs Division
Habikino Campus	Educational Affairs Service, Student Affairs Group 【Building L 1F Office】
Rinku Campus	Student and Educational Affairs Service 【1F Office】

② a . List of documents to be submitted in the case that the applicant is or will be enrolled in a university (including junior college and graduate school), an institution equivalent to a university, or a college of technology that have received notification that they are an appropriate school (Class I or Class II)

About “a. Institutions that have received notification that they are an appropriate school (Class I or Class II)”

※ 適正校（クラス I 又はクラス II）である旨の通知を受けた大学（短期大学、大学院を含む。）、大学に準ずる機関、高等専門学校に入学する又は在籍している場合の提出書類一覧表 <更新用>

番号	必要書類	提出の要否	提出機関 いすかの 選択	備考
1	在留期間更新許可申請書	○	有 無	
2	提出書類一覧表（未送）	△ (備考欄参照)	有 無	所属機関が申請を提出する場合は任意
3	在学証明書(発行可能な場合)、成績証明書及び卒業証明書 (直近の在籍申請時以降に在籍した全ての教育機関に係る証明)	○	有 無	
4	研究内容を証する文書	△ (備考欄参照)	有 無	大学等において、専ら職業に専ら従事する者として受け入れられる場合
5	履修科目の写し又は履修科目及び修習時間を証する文書	△ (備考欄参照)	有 無	大学等において、職業に専ら従事する者として受け入れられることが明確に示されている場合
6	大学の管理体制を説明した文書	△ (備考欄参照)	有 無	大学の機関において履修を行う大学等の研究科において、専ら長期間にわたって教育を受ける場合
7	在学証明書（入学前に申請する場合は入学許可書）	○	有 無	
8	滞在費支弁に関する申告書	△ (備考欄参照)	有 無	直近の在留期間更新許可申請時において、資格外活動許可に係る届書を受けている場合

3. Certificate of attendance (if issuable), academic transcript, and graduation certificate (most recent...)

If this is your **first year** at OMU, you do not need to submit an academic transcript. If you have been enrolled in any Japanese language school or another university prior to OMU, you are required to submit the documents.

- The university is accredited by the Immigration Services Agency as an appropriate school.
- The application process is smoother for institutions that are accredited by the Immigration Services Agency and require fewer documents than institutions that are not accredited by the Agency.
- Please check the list, prepare the documents marked with a circle (○) (required to be submitted) and other documents marked with a triangle (△) (if applicable), sign them, and submit the complete set to the Regional Immigration Services Bureau in Osaka.
- In order to be accredited as an appropriate school, it is essential for international students to live their student life in a dignified manner. Please be sure to submit the appropriate documents for the appropriate school. Please be aware of your status as an international student at this university, and be sure to study hard, graduate within the term of study, and remember to renew your residence card.

- **If you want to work part-time, make sure to obtain authorization from the Immigration Services Agency of Japan.**
You are strictly prohibited from working in any adult entertainment business, including bars.
- **Even with the Agency's authorization, you are not allowed to work longer than the designated maximum working hours. Generally, the maximum working hours per week are 28. During the periods from March 20 to April 7 (spring vacation), August 10 to September 23 (summer vacation), and December 24 to January 7 (winter vacation), the maximum working hours are eight per day and 40 per week.**

[Important Notice]

Your status of residence may not be renewed in certain circumstances, including where you commit an offense such as engaging in illegal work (working longer than the designated maximum working hours, engaging in prohibited work, etc.) or where your academic performance is poor.

To enjoy your student life, be sure to comply with the laws and study hard.

<When Leaving Japan temporarily>

- **Submit a “notification of temporary leave” online to the Student Affairs Division.**

学生Navi > 学生生活 > 一時出国届（留学生用）

https://portal.omu.ac.jp/stu_information/Lists/seikatsu/AllItems.aspx

- **Check your period of stay before your departure.
(If your period of stay expires before your return to Japan, you will need to obtain a status of residence again.)**
- **If you plan to re-enter Japan within 1 year, you can leave the country with a special re-entry permission. For more details, please check the website of the Immigration Services Agency of Japan.**
- **If you do not re-enter Japan within 1 year after the date of your last departure, you will forfeit your status of residence.
Be sure to manage your travel schedule carefully.**



Student Life Guidebook

Thank you for your attention.

(Please be sure to read the Student Life Guidebook.)

- For general information on living in Japan, refer to the Immigration Services Agency of Japan website.
<https://www.moj.go.jp/isa/support/portal/index.html>

You are always welcomed to the Student Affairs Division, if you need any help!!

Sugimoto Campus, Student Support Center 1F TEL: 06-6605-3608

Nakamozu Campus, Building A3 1F

TEL: 072-254-6243

E-mail: gr-gks-intlstu@omu.ac.jp

SUGIMOTO Campus Map

