



大阪公立大学
Osaka Metropolitan University

2023年度 外国人留学生対象の 学生生活オリエンテーション

CAMPUS LIFE ORIENTATION FOR INTERNATIONAL STUDENTS

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学生課
STUDENT AFFAIRS DIVISION



CONTENTS

1. About the OMU UNIPA
2. About the OMU Website International Student Support Page
3. Tuition fee
4. Scholarships
5. Accommodations
6. Supporters / Tutors
7. Other support for OMU international students
8. Residence status / Residence card

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

(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 OMU UNIPA

● Complete these three steps procedure by September 25, 2023

- Confirmation of your student ID
- Log in OMU UNIPA
- Confirmation of OMU e-mail

***For questions about procedures, etc., please check with your graduate school or supporter/tutor.**

● University email address ([...@st.omu.ac.jp](#))

Important information/announcements will be sent via email (not over the phone).

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

You can search any notice as regards Student Affairs Division and International students support team using keywords such as 【留学生/For International Students】



大阪公立大学
Osaka Metropolitan University

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

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



掲示



掲示承認



時間割承認申請



学籍情報変更承認



希望資格承認



教室予約承認

検索

☒ 学生 ☐ 教員

学籍番号:

氏名:

検索

Advanced検索

リンク

- [ていり・みず \(URL未設定\)](#)
- [Moodle \(URL未設定\)](#)
- [学生Navi \(情報共有サイト\)](#)
- [OMU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](#)
- [羽島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 ▶▶ ▶▶

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]

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

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]

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]

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]

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]

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]

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]

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]

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]

フラグつき

フラグつき情報ははありません。

<input checked="" type="checkbox"/> フラグをつける	<input checked="" type="checkbox"/> 既読にする
<input checked="" type="checkbox"/> フラグをつける	<input checked="" type="checkbox"/> 既読にする
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<input checked="" type="checkbox"/> フラグをつける	<input checked="" type="checkbox"/> 既読にする
<input checked="" type="checkbox"/> フラグをつける	<input checked="" type="checkbox"/> 既読にする
<input checked="" type="checkbox"/> フラグをつける	<input checked="" type="checkbox"/> 既読にする
<input checked="" type="checkbox"/> フラグをつける	<input checked="" type="checkbox"/> 既読にする

reserved.

3

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

- This section provides information on support for international students living in Japan and at the OMU. Please check this 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 \(omu.ac.jp\)](#)



Information for International Students

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

(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:

September 1(Fri) to September 29 (Fri) 2023 *Register by examination no.

November 1 (Wed) to November 30 (Thurs) 2023 *Register by student ID

*If you cannot open Japanese bank account during the period, register in the next period.
For those who have not registered for an account, a payment slip will be sent home.

Debit date : October 27(Fri) 2023 (Fall semester ¥267,900)

※In case you apply for tuition fee exemption, the tuition fee debit will be on December 27(Wed) 2023.

Research Student Tuition Payment due: October 25, 2023 (Wed)

※Research students are not required to register for an account. You will receive a payment slip. Please pay according to the payment slip.

4. 奨学金について Scholarships



Scholarships

- Multiple scholarships are offered by various organizations for privately funded international students who are in need of money.
- Some of these scholarships are given by university recommendation, and others by direct application. Information will be on OMU UNIPA.
- For doctoral students : Research Scholarship Project
Either “Tuition Reduction and Exemption” or “Research Scholarship Project” will be accepted.

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



5. 宿舎について Accommodations



Dormitory

<Student Dormitories and Other Halls of Residence>

- Accommodations for international students include dormitories owned by the university and other accommodations operated by international student support 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 multilingual guarantee company. The Student Affairs Division can introduce you to a guaranteed company.



6. サポーター・チューターについて Supporters and tutors



Supporter/Tutor

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

● Supporters

< Details of support >

- Examples of support with daily life
 - Administrative procedures to be completed at the City Office (residence registration, national health insurance, national pension enrollment, etc.)
 - Opening a bank account
 - Assistance with contract subscription procedures for electricity, gas, water, cell phones, internet, etc.
- Examples of support at university
 - How to login and use the OMU UNIPA and Student Navi
 - Bicycle registration at the university
 - Attend orientation (if necessary)

< Maximum duration of support >

Approximately 1 month after matriculating or entry into Japan.

< Application Methods >

Please check the flyer enclosed with your enrollment documents.

Supporter is primarily
a livelihood support

Available
immediately
after entering
the country!

● Tutors

< Details of support >

Details of supporter's support

in addition to the above

- Advice on class content, etc.
- Guidance on correction of reports 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

< Application Methods >

Please check the flyer enclosed with your enrollment documents.

Tutoring is primarily
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



How to upload residence card
(International Relations Division)

● **Three important procedures at ward office 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 other Japanese organizations must submit “Notification of the accepting organization” to 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 by the expiration date. You can apply for an extension of your period of stay from 3 months before the expiration date.**

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



●How to renew the extension of the period of stay





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Osaka Metropolitan University

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

The screenshot shows the Immigration Services Agency (ISA) website. At the top, there is a dark blue navigation bar with several icons and labels. The 'Various procedures' icon, which depicts a document with a pencil, is circled in red. A red arrow points from this icon down to a similar icon in a lower navigation bar. Below the navigation bar, there is a white banner for the 'Foreign Residents Support Center' (FRESC). The banner includes the center's logo, the text 'Foreign Residents Support Center' and '外国人在留支援センター', and a large Japanese message: '4省庁8機関がワンフロアに入居し、相談対応を行っています！' (Four ministries and eight organizations are housed on one floor to provide consultation services!). Below this, it states: 'Eight organizations from four ministries have offices on one floor to provide consultation services.'

Click on "Various Procedures" from the dark blue bar at the top of the Immigration Service Agency Web site.

 Introduction
to the
Immigration
Services Public
information Various
procedures Residence
support Consultation
counter/Information
reception desk Applicable
laws and
regulations Immigration
policy/statistics Employment/Recruitm
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

Q & A

世界をつなぐ。未来をつくる。
出入国在留管理庁
Immigration Services Agency

to main text Multi language

Font size standard expansion

Introduction to the Immigration Services Public Information Various procedures Residence support Consultation counter/information reception desk Applicable laws and regulations Immigration policy/statistics Employment/Recruitment Information

Home 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 Student " from the list of status of residence (work, study abroad, family stay, etc.) according to the activity you will perform in Japan.

7 Management and administration	8 Legal and accounting services
9 Medical	10 Research
11 Education	12 Engineer/Specialist in Humanities/International Services
13 Intra-company transfer	14 Nursing care
15 Performance	16 skills
17 Specified skills	18 Technical Intern Training
19 Cultural Activities	20 Training
21 study abroad	22 Training
23 Family stay	24 Designated activities

Click on " 21 study abroad "

21 study abroad

Status of residence according to status and position (permanent resident, Japanese spouse or child)



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

The screenshot shows the website's navigation bar with icons for: Introduction to the Immigration Services, Public information, Various procedures, Residence support, Consultation counter/Information reception desk, Applicable laws and regulations, Immigration policy/statistics, and Measurement/Recruitment Information.

Breadcrumbs: [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 form for extension of period of stay.



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Osaka Metropolitan University

Application form for extension of period of stay

This is an application for those who have already stayed in Japan with this status of residence and want to continue the activities of this status of residence.

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 \(Excel:113KB\)](#)

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 the specified standards](#) and attach it to the application form.)

* If an application is made using an inappropriate photo that does not meet the specified standards, the photo will not be accepted.

*Those under the age of 16 do not need to submit a photo. Also, if you wish to change your status of residence, you do not need to submit a photo.

3. Present your passport and residence card

4. Other/required documents

[Notes on application \(PDF: 134KB\)](#)

[Appendix \(PDF: 66KB\)](#)

[Declaration Form for Payment of Living Expenses \(PDF: 109KB\)](#)

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

a. [Institutions that have been notified that they are appropriate schools \(including schools with excellent enrollment management\) \(PDF: 117KB\)](#)

b. [Institutions that have not been notified that they are appropriate schools \(PDF: 122KB\)](#)

(2) Specialized training colleges, miscellaneous schools, institutions equivalent to miscellaneous schools, and organization (excluding those who exclusively receive Japanese language education)

a. [Institutions that have been notified that they are appropriate schools \(excellent enrollment management\) \(PDF: 114KB\)](#)

b. [Institutions that have been notified that they are appropriate schools \(PDF: 117KB\)](#)

c. [Institutions that have not been notified that they are appropriate schools \(PDF: 117KB\)](#)

②

Download **"a .Institutions that have been notified that they are appropriate schools (including schools with excellent enrollment management) (PDF: 117KB)"**

Documents to be submitted

Application For Extension Of Period Of Stay

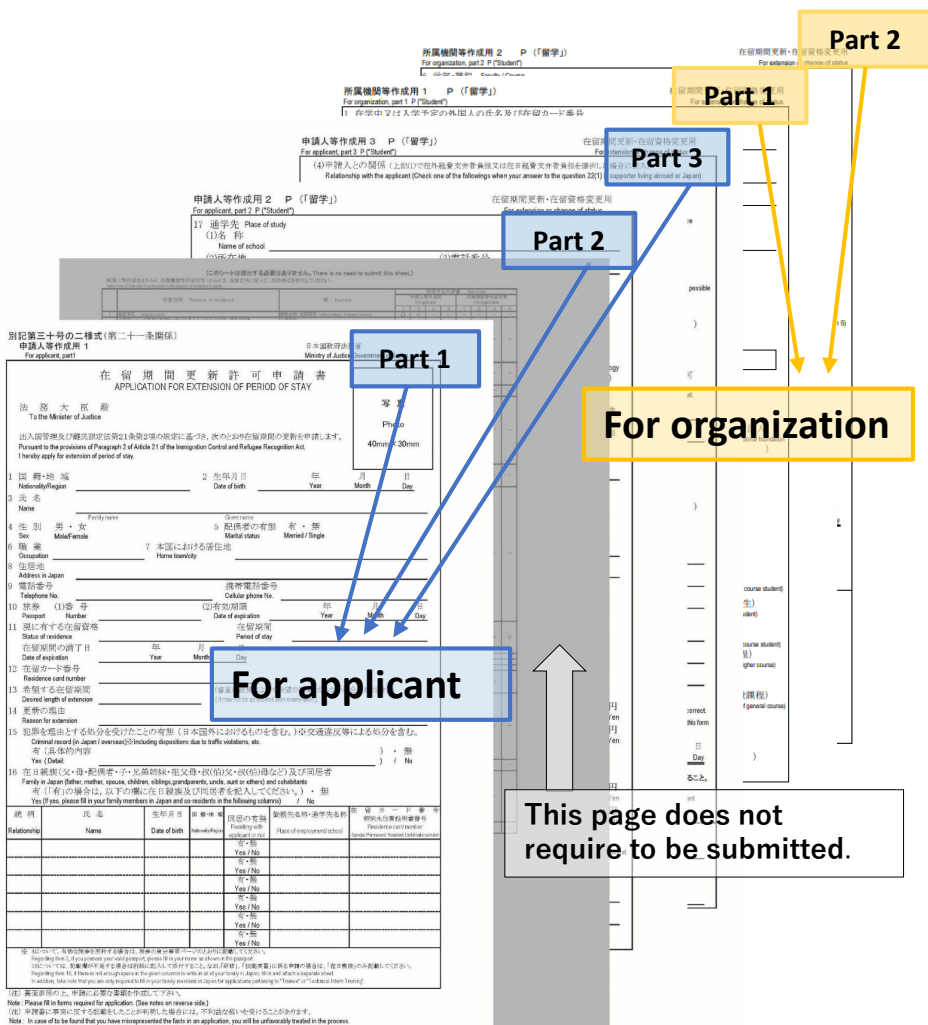
The application consists of five pages:
1 to 3 pages for the applicant and 1 to 2 pages for the organization to which the applicant belongs.

About the page for applicant creation:

- The second 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 page for creating your organization:

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



The diagram illustrates the structure of the application form, which consists of five pages. The pages are labeled as follows:

- Part 1**: The first page, which is the main application form for the applicant. It includes sections for personal information, family information, and reasons for extension.
- Part 2**: The second page, which is a separate sheet that does not need to be filled out.
- Part 3**: The third page, which is a separate sheet that does not need to be filled out.
- For organization**: The fourth and fifth pages, which are the forms for the organization to which the applicant belongs.

The diagram also shows the following labels:

- For applicant**: Points to the first page (Part 1).
- For organization**: Points to the fourth and fifth pages.
- This page does not require to be submitted.**: Points to the second page (Part 2).

The application form is titled "在留期間更新許可申請書" (Application for Extension of Period of Stay) and is submitted to the Ministry of Justice. It includes sections for personal information, family information, and reasons for extension.

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

【 Issue Request Contact 】

Sugimoto Campus *Including Umeda Satellite students	Educational Coordination Service, Academic Affairs Division 【Student Support Center1F】
Nakamozu Campus	Student Affairs Division 【A3 Building 1F No.2 Counter】
Abeno Campus	Educational Affairs Division
Habikino Campus	Educational Affairs Service, Student Affairs Group 【L Building 1F Office】
Rinku Campus	Student and Educational Affairs Service 【1F Office】

a .Institutions that have been notified that they are appropriate schools (including schools with excellent enrollment management)

About “a .Institutions that have been notified that they are appropriate schools (including schools with excellent enrollment management)”

※ 適正校（在籍管理優良校を含む）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	提出期限		備考
			いずれか	選択	
1	在籍期間更新許可申請書	○	有	無	
2	提出書類一覧表（本文）	△ (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	出席証明書(発行可能な場合)、成績証明書及び卒業証明書（直近の在籍申請申請時に在籍した全ての教育機関に係る証明書）	○	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、専ら研究に専ら研究している場合
5	履修録の写し又は履修科目及び履修時間を証する文書	△ (備考欄参照)	有	無	大学等において、専ら研究に専ら研究している場合、専ら研究による研究として受け入れられる場合で、申請時に決定している場合
6	大学の管理体制を説明した文書	△ (備考欄参照)	有	無	大学の夜間において授業を行う大学院の研究科において、専ら夜間進学し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	直近の在籍期間更新許可申請時に、資格外活動許可に係る指導を受けている場合
滞在費を本人支弁とする場合					
9	直近の住民税の課税（又は非課税）証明書及び納税証明書（アルバイトを1年以上行っている場合） ※1年度の総収入及び納税状況の両方が記載されている又はアルバイトによる収入等に係る記載がある預金通帳の写し、Web通帳の画面の写し等（取引履歴が分かるもの）でも可	△ (備考欄参照)	有	無	直近の在籍期間更新許可申請時に、資格外活動許可に係る指導を受けている場合、かつ、本邦での資格外活動許可により得た収入や報酬を滞在費支弁に充てている場合
10	給与明細書の写し（アルバイトを行ったのが1年未満である場合） ※アルバイトによる収入等に係る記載がある預金通帳の写し、Web通帳の画面の写し等（取引履歴が分かるもの）でも可	△ (備考欄参照)	有	無	直近の在籍期間更新許可申請時に、資格外活動許可に係る指導を受けている場合
11	本邦での収入又は資産の額を証明する資料	△ (備考欄参照)	有	無	直近の在籍期間更新許可申請時に、資格外活動許可に係る指導を受けている場合
滞在費を他人支弁とする場合					
12	送金証明書	△ (備考欄参照)	有	無	直近の在籍期間更新許可申請時に、資格外活動許可に係る指導を受けている場合
13	携行者の身分を証する資料	△ (備考欄参照)	有	無	直近の在籍申請時から変更が生じている場合
14	経費支弁者との関係を明らかにする資料	△ (備考欄参照)	有	無	直近の在籍申請時から変更が生じている場合
15	経費支弁者の収入を証明する資料	△ (備考欄参照)	有	無	本邦に居住するものが経費支弁者となる場合、かつ、直近の在籍期間更新許可申請時に、資格外活動許可に係る指導を受けている場合
16	奨学金の給付に関する証明書	△ (備考欄参照)	有	無	直近の在籍申請時に、新たに奨学金の給付を受ける場合、貸与型奨学金の場合は、留学生の奨学金及び日本語で作成された契約書等が必要。前年度利用から奨学金の給付を受けていた場合は更新申請に関するもの。

審査機関の名称

申請人の氏名

- The university is accredited by the Immigration Agency Service as an appropriate school.
- The application process is smoother for institutions that are accredited by the Immigration Agency Service and require fewer documents than institutions that are not accredited by the Immigration Agency Service.
- Please check the list, prepare the documents marked with ○ (must be submitted) and the other documents marked with △ (must be submitted), and submit the complete set to the Immigration and Residence Office in Osaka.
- 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 extended in certain circumstances, only if you commit an offense such as engaging in illegal work (working longer than the designated maximum working hours, engaging in prohibited work, etc.) and if 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 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 of living in Japan, refer to Immigration Services Agency of Japan website.

<https://www.moj.go.jp/isa/support/portal/index.html>

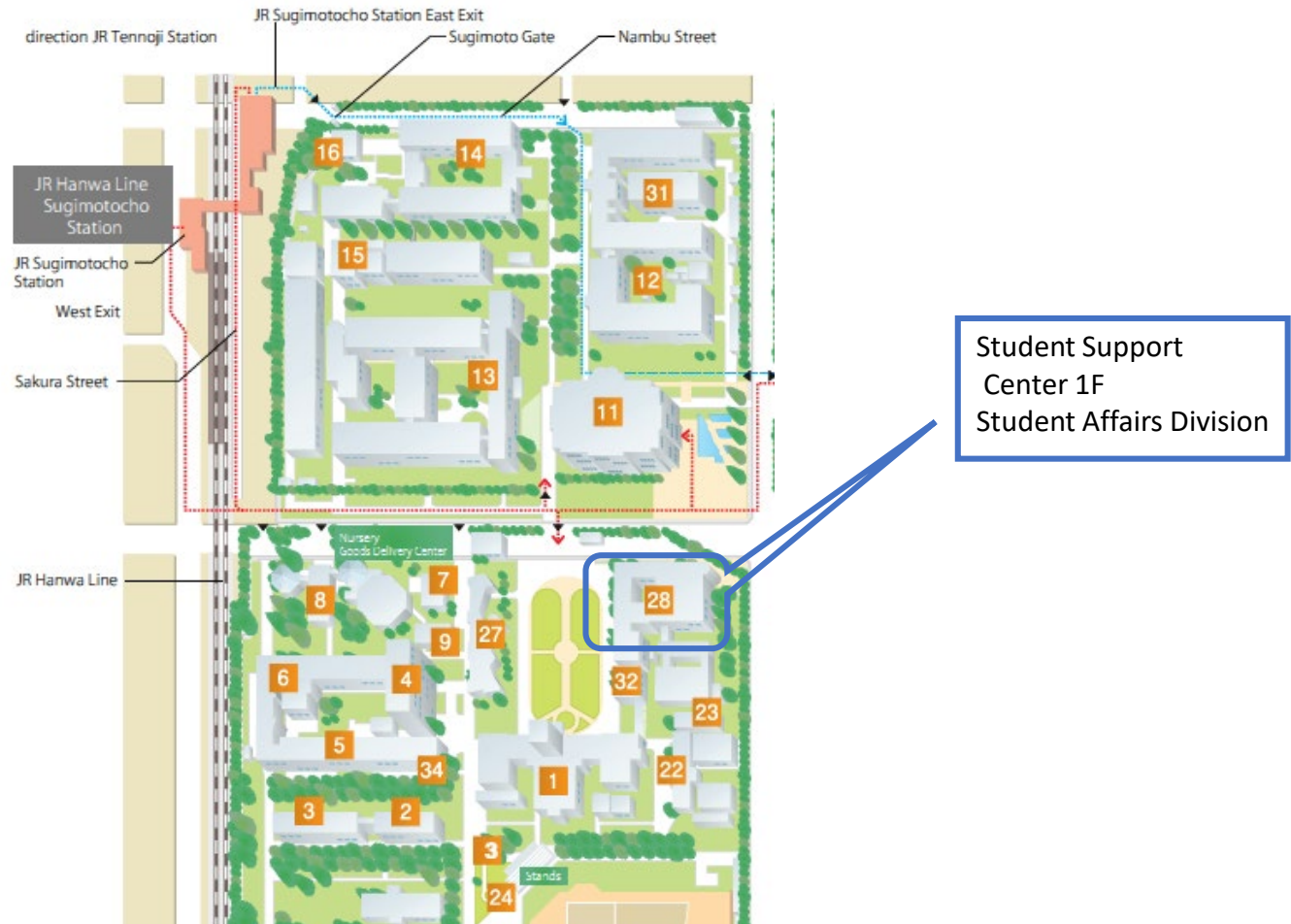
You are always welcomed to Student Affairs Division, if you need any help!!

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

Nakamozu Campus, A3 Building 1F TEL: 072-254-6243

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

SUGIMOTO Campus Map



NAKAMOZU Campus Map

