

## Tokyo University of the Arts Faculty of Fine Arts

### Application for student exchange for

- ☐ Spring semester 20  
(1st April – 30th September)
  - ☐ Fall semester 20  
(1st October – 31st March)
- Application deadline  
 Spring semester: 31st October  
 Fall semester: 30th May

Paste your passport  
  
photo taken within  
  
past 6 months

Please attach all of the following documents. Documents 9 and 10 are applicable only to Chinese and Taiwanese.

1. Application for student exchange
  2. Study/research plan or Motivation letter
  3. Recommendation letter from student's adviser
  4. Latest transcript / grade
  5. Portfolio (\*Save a PDF-format to a USB memory stick or a CD-R)
  6. Photocopy of main passport pages
  7. 5 identical photos (ID photo: 4x3cm, recently taken, full face)
  8. Certificate of Language ability (English or Japanese)
  9. Certificate of defrayer's deposit balance, if the person who defrays expenses is living in the other countries  
(For example Certificate of Deposit from 中国工商银行、中華銀行)
  10. A copy of ID (For example ID card, 常住人口登記証, 居民身分証, 戶籍謄本, etc.)
- NOTE : Documents 9 and 10 are applicable only to Chinese and Taiwanese.

### Personal Details    Personal information - type or print clearly

Family name \_\_\_\_\_

First name \_\_\_\_\_

Middle name \_\_\_\_\_

Gender        ☐ Male        ☐ Female

Date of birth(Day/ Month/Year)        /        /        /

Address \_\_\_\_\_ Country \_\_\_\_\_ Postcode \_\_\_\_\_

Address for correspondence(if different)

\_\_\_\_\_ Country \_\_\_\_\_ Postcode \_\_\_\_\_

Telephone number(incl. Code) \_\_\_\_\_

E-mail Address \_\_\_\_\_ Mobile telephone number \_\_\_\_\_

Country of birth \_\_\_\_\_ Nationality \_\_\_\_\_

Country of permanent home address \_\_\_\_\_

**Previous Education**

| Education from high school to present in date order | From<br>month      year | To<br>month      year |  |
|---|-------------------------|-----------------------|--|
|   |                         |                       |  |
|   |                         |                       |  |
|   |                         |                       |  |
|   |                         |                       |  |
|   |                         |                       |  |
|   |                         |                       |  |

**\*Total period of Education (from elementary school to last institution of education) \_\_\_\_\_years**

| Professional background<br>(record any professional experience ) | Nature of work | From<br>month      year | To<br>month      year |
|--|----------------|-------------------------|-----------------------|
|  |                |                         |                       |
|  |                |                         |                       |
|  |                |                         |                       |
|  |                |                         |                       |
|  |                |                         |                       |
|  |                |                         |                       |

**Language Proficiency** (Mother-tongue                      )

| Language        | Reading            | Writing            | Hearing             | Speaking            |
|-----------------|--------------------|--------------------|---------------------|---------------------|
| Japanese        | good/ average/poor | good/ average/poor | good/ average/ poor | good/ average/ poor |
| English         | good/ average/poor | good/ average/poor | good/ average/ poor | good/ average/ poor |
| other languages |                    |                    |                     |                     |

**Please fill in the name of the certificate of language ability you submit us \_\_\_\_\_**

## Disability / special needs

Please provide full details of physical or sensory disability which may in some way affect your ability to work or may require special facilities.

## Any other information you wish to add.

## Dormitory

We have the dormitory for exchange students (“International House”). \*Please see below for the details.  
[http://global.geidai.ac.jp/international/for\\_international\\_students/commuting-and-housing/](http://global.geidai.ac.jp/international/for_international_students/commuting-and-housing/)

If available, would you like to apply for a room in the dormitory? ☐Yes ☐No

**\*We might not be able to meet your request because we only have a limited number of rooms.**

## Intended exchange study programme

Please check the box your desired field.

- ☐Japanese Painting
- ☐Oil Painting
- ☐Printmaking
- ☐Mural Painting
- ☐Oil Painting Technique and Material
- ☐Sculpture
- ☐Metal Carving
- ☐Metal Hammering
- ☐Metal Casting
- ☐Urushi-Art
- ☐Woodworking
- ☐Ceramics
- ☐Glass
- ☐Textile Arts
- ☐Design
- ☐Architecture
- ☐Intermedia Art
- ☐Aesthetics
- ☐Japanese and Asian Art History
- ☐Western Art History
- ☐History of Crafts
- ☐Art and Education
- ☐Artistic Anatomy
- ☐Conservation (Japanese Painting)
- ☐Conservation (Oil Painting)
- ☐Conservation (Sculpture)
- ☐Conservation (Crafts)
- ☐Conservation (Building and Districts)
- ☐Conservation Science

Please check our website for more details of each fields.

<https://www.geidai.ac.jp/english/art>

Please outline below the nature of work you wish to undertake during your exchange period /or the specific programme you intend to follow.

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**Declaration**

I confirm that to the best of my knowledge, all the information I have given on this form is correct.

|           |      |
|-----------|------|
| Signature | Date |
|-----------|------|

## Immigration

Please fill out completely, because the following information is necessary for a certificate of eligibility, with which you will apply for a student visa at the Japanese embassy or consulate general in your country.

A student visa is required to study in Japan.

|   |   |
|---|---|
| 1. Place of birth _____   | 2. Marital status Married/Single  |
| 3. Passport<br>(1) Number _____ (2) Date of expiration(Day/Month/Year)      /      /      /   |   |
| 4. Estimate date of entry (Day/Month/Year)      /      /      /   | 5. Port of entry _____  |
| 6. Intended length of stay _____  | 7. Accompanying person, if any      No • Yes  |
| 8. Intended place to apply for visa (in your country) _____   |   |
| 9. Past entry into/stay in Japan<br>No • Yes _____ time (s) ( The last entry      Day      Month      Year      to      Day      Month      Year  |   |
| 10. Criminal record ( in Japan or overseas )<br>No • Yes ( Details _____ )  |   |
| 11. Date of graduation or expected graduation      Year      Month      Day   |   |
| 12. Method of support and to meet the expenses while in Japan   |   |
| (1) Method of support and an amount of support per month(average)   |   |
| <input type="checkbox"/> Self _____ Yen   | <input type="checkbox"/> Remittance from outside Japan _____ Yen                        |
| <input type="checkbox"/> Carrying from abroad _____ Yen   | (Who _____ when _____ )   |
| <input type="checkbox"/> Guarantor in Japan _____ Yen   | <input type="checkbox"/> Scholarship _____ Yen <input type="checkbox"/> other _____ Yen |
| (2) Supporter (your father, mother and so on)   |   |
| ① Name _____  |   |
| ② Address _____   | Telephone No. _____   |
| ③ Occupation (name of employment) _____   | Telephone No. _____   |
| ④ Annual income _____ Yen   |   |
| (3 ) Relationship with the applicant<br>(If you receive expenses by remittance from outside Japan, carrying from abroad or guarantor)   |   |
| <input type="checkbox"/> father, <input type="checkbox"/> mother, <input type="checkbox"/> grandfather, <input type="checkbox"/> grandmother, <input type="checkbox"/> brother/sister, <input type="checkbox"/> uncle/aunt, <input type="checkbox"/> other( _____ ) |   |
| (4) Organization which provide scholarship (In case that your answer in question (1) is scholarship)  |   |
| <input type="checkbox"/> foreign government, <input type="checkbox"/> local self governing body, <input type="checkbox"/> Public service corporation, <input type="checkbox"/> other ( _____ )  |   |

### 【Note】

It takes long time to get your certificate of eligibility from Tokyo Immigration Bureau.

The estimated date of completion your COE are as follows.

For Spring semester : the middle of March.

For Fall semester : the middle of September.

Please keep that point in mind when you reserve your Air ticket.