



রেজিস্ট্রার

চট্টগ্রাম বিশ্ববিদ্যালয়, চট্টগ্রাম-৪৩৩১

ফোন : পিএবিএক্স ০২৩৩৪৪৬০৭৬৫-৭৪
: ০২৩৩৪৪৬০৭৭৯-৯১
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স্মারক নম্বর: জি-২৬৬/সা. প্রশা./২০২৬/৯৩৩৬

তারিখ: ০৩ ভাদ্র ১৪৩৩ বঙ্গাব্দ
১৮ আগস্ট ২০২৬ খ্রিস্টাব্দ

বিষয়: ২০২৭-২০২৮ সেশনে Nara Women's University (NWU), Japan কর্তৃক প্রেরিত স্টুডেন্ট এক্সচেঞ্জ প্রোগ্রাম গাইডলাইন সংক্রান্ত।

উপর্যুক্ত বিষয়ে সংশ্লিষ্ট শিক্ষার্থীদের অবগতির লক্ষ্যে স্ব স্ব অনুষদভূক্ত বিভাগ ও ইনস্টিটিউটের সভাপতি ও পরিচালকের মাঝে বহল প্রচারের প্রয়োজনীয় ব্যবস্থা গ্রহণের জন্য আদেশক্রমে অনুরোধ করা হলো।

সংযুক্তি: বর্ণনা অনুযায়ী।

(মোঃ হাছান মিয়া)
রেজিস্ট্রার (ভারপ্রাপ্ত)
চট্টগ্রাম বিশ্ববিদ্যালয়।

বিতরণ: ১। ডিন, বিজ্ঞান অনুষদ, চট্টগ্রাম বিশ্ববিদ্যালয়।

২। ডিন, জীব বিজ্ঞান অনুষদ, চট্টগ্রাম বিশ্ববিদ্যালয়।

৩। ডিন, ইঞ্জিনিয়ারিং অনুষদ, চট্টগ্রাম বিশ্ববিদ্যালয়।

স্মারক নম্বর: জি-২৬৬/সা. প্রশা./২০২৬/৯৩৩৬

তারিখ: ০৩ ভাদ্র ১৪৩৩ বঙ্গাব্দ
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সদয় অবগতির জন্য অনুলিপি প্রেরিত হলো (জ্যেষ্ঠতার ক্রমানুসারে নয়):

- ১। পরিচালক, আইসিটি সেল, চট্টগ্রাম বিশ্ববিদ্যালয় (স্টুডেন্ট এক্সচেঞ্জ প্রোগ্রাম গাইডলাইনটি বিশ্ববিদ্যালয় ওয়েবসাইটে আপলোড করার প্রয়োজনীয় ব্যবস্থা গ্রহণের জন্য আদেশক্রমে অনুরোধ করা হলো)।
- ২। ডেপুটি রেজিস্ট্রার, উপাচার্য দপ্তর, চট্টগ্রাম বিশ্ববিদ্যালয়।
- ৩। ডেপুটি রেজিস্ট্রার, উপ-উপাচার্য (প্রশাসন) এর দপ্তর, চট্টগ্রাম বিশ্ববিদ্যালয়।
- ৪। সহকারী রেজিস্ট্রার, উপ-উপাচার্য (একাডেমিক) এর দপ্তর, চট্টগ্রাম বিশ্ববিদ্যালয়।

(মোহাম্মদ আল রিজোয়ানুল ইসলাম)

ডেপুটি রেজিস্ট্রার

জেনারেল শাখা, রেজিস্ট্রার অফিস, চ.বি.।

Application Guidelines for the Student Exchange Program 2027/28

General Section
Circulate in
① Science faculty
② Medical
③ Engineering

We are happy to announce that our guidelines for student exchange program 2027/28 are ready.

If any students at Nara Women's University (NWU)'s partner universities wish to join NWU from April 2027 to March 2028 and study for 6 months or 1 year, please take necessary steps below. The number of students, the duration of the program and degree level we accept is based on our exchange agreement. If you are not sure about the number, please ask us.

NWU was founded to provide female students with the highest learning environment, and our main purpose has been to foster women who can succeed in society through education and research. Therefore, our regular students are all female and most of the exchange students are female as well.

If there are any male students who still would like to take our courses and receive credits or do research with specific academic advisors at our university, understanding our purpose and the environment, please let us know before applying for the program. However, please be aware that there might be some restrictions on taking some courses given the characteristics of the courses.

In addition to that, please be notified that as NWU started to have mutual attendance of liberal arts/ studies among Nara University of Education from 2022, male students from Nara University of Education may attend classes together.

Also, please be advised that in some cases, we might not be able to accept students after considering their major or when they would like to start studying.

I. Nomination and Application Periods

☆ For enrollment from April 1, 2027

(April 1, 2027 — September 30, 2027 or March 31, 2028) :

September 1 to October 30, 2026

☆ For enrollment from October 1, 2027

(October 1, 2027 — March 31, 2028 or September 30, 2028) :

March 1 to April 9, 2027

II. Procedures

1. The coordinator submits the recommendation Excel file to the International Division.
Submit to: (<https://webshare.cc.nara-wu.ac.jp/public/U656guFIXLHeUyzWJ-mpiEcAi8gSCCdrW4VwFG4lQs9v>)
※Please do not share the submission link with students. In addition, nominations must be submitted by the school coordinator only.
2. An invitation email to the enrollment verification system (Speed Visa) will be sent to the nominated student directly.
3. The nominated student completes the online application.
4. After confirmation of the online application, coordinator posts us some of the original paper documents.
5. 3 months before admission, acceptance letters will be issued.
(It will be sent to both the coordinator and the nominated student.)

III. Documents necessary for the application

Necessary forms are available on the online application portal which nominated students can access. Also, you can download them in advance on the following websites:

Japanese: https://www.nara-wu.ac.jp/iec/int/ja/study/foreign_exchange/index.html

English: https://www.nara-wu.ac.jp/iec/int/en/study/foreign_exchange/index.html

*Documents only in either English or Japanese are acceptable. For any other language, please attach translation by the student.

1. Three photos (4cm × 3cm)

*They should be taken within 6 months before admission. No photo editing is allowed.

2. Transcript with grades (at home university)

3. Certificate of Enrollment / Studentship (at home university)

4. Health Certificate issued within a year before enrolling in NWU (Sample forms are available)(A medical certificate issued by home university is acceptable)

In addition to the usual health check-up items (e.g. height, weight, eyesight, hearing.), please have an X-ray and blood test.

5. Recommendation Letter

6. Certificate of Japanese language ability (A copy of results of Official Japanese Language Proficiency Examination or a Recommendation letter from a Japanese language Instructor.)

※Please note that if you student's Japanese proficiency does not meet the N3 level or higher on the Japanese Language Proficiency Test, there are some courses he/she will not

be able to take.

7. Copy of the student's passport (photo page, pages of past visits to Japan and past Japanese visas)
8. Financial statement (This document is required to prove a student can meet their living expenses during their stay in Japan. A bank statement issued from a bank which proves the financial supporter's bank balance is acceptable. If the student finances themselves, their own bank statement is needed.)
*It should be issued within 6 months before admission.
9. TB Clearance Certificate (Students from Philippines, Vietnam, Indonesia, and China)
(Only the TB Clearance Certificate that is issued from the J-IMS is accepted.
Please check the website:
https://www.mhlw.go.jp/stf/seisakunitsuite/bunya/kenkou_iryuu/kenkou/kekaku-kansenshou03/english.html)
※ This certificate is valid for six months.

When all the documents are submitted, we will process the student's application.

Also, with the information provided in the application form and with the submitted certificates, we will apply for the Certificate of Eligibility to the Immigration Bureau. Please note that the other documents may be required in the assessment process at the Immigration Bureau.

IV. Courses

Classes at Nara Women's University are conducted primarily in Japanese. Some classes are taught in English. However, you will have a limited choice of classes if you have no Japanese proficiency.

And the visa type for exchange students is "Student" and it requires the students take classes of at least 10 hours per week by law. It is approximately equivalent to 7 courses per week (Although exchange students may take classes offered in formats such as 「不定期」, 「前期 (後期) 集中」, 「前期 (後期) 前半」, and 「前期 (後期) 後半」, which consist of fewer than 15 lectures during the semester, they are required to maintain at least 10 class hours per week excluding these classes).

V. Housing

There are two university dormitories available for international students. Both dormitories are located near campus, offering easy access.

Exchange students participating under the agreement can apply for a single room in the dormitory; however, assignment is not guaranteed. If a dormitory room cannot be arranged, students will be required to secure their own accommodation (We will provide students with

separate information regarding housing).

※The housing application is included in the recommendation process.

○ Housing (as of July, 2026) ※Prices are subject to change.

International House (For international students and researchers)

Room fee: 5,900 yen/month

Common service expense: 8,000 yen/month (incl. water bill for your room)

Cleaning fee and maintenance fee

(required only upon moving-in and non-refundable): 20,000 yen

*In addition to the above fees, an electricity bill for your own room will be charged every month.

International Student House (Open to both international students and Japanese students)

Room fee: 4,700 yen/month

Common service expense: about 7,000 yen/month (incl. water bill for your room)

Cleaning fee (required only upon moving-in and non-refundable): about 10,000 yen

*In addition to the above fees, an electricity bill for your own room will be charged every month.

○Facilities, Equipment and Fixtures

All rooms are private(11~16 m²)

Room equipment: desk and chair, bed, bookshelf, refrigerator, lamp, air conditioner, bathroom/toilet, balcony etc.

Facilities for common use: kitchenette, lounge, laundry, bicycle-parking lot, mailbox etc.

Please visit our university website for information about dormitories.

<https://www.nara-wu.ac.jp/iec/int/en/life/dormitory/index.html>

VI. Additional Information on Studying at NWU

● Mandatory Insurance

1. National Health Insurance

International students who have student status are required to join the National Health Insurance program while they are in Japan. By this insurance, the policy holders will only have to bear 30% of the expenses required for medical treatments.

- 2. Personal Accident Insurance for Students Pursuing Education and Research (Gakkensai)
 - Liability Insurance coupled with "Gakkensai" (Futaibaiseiki) and Comprehensive
 - Insurance for Students Lives Coupled with "Gakkensai"

All exchange students at NWU are required to purchase 3 types of mandatory insurance. The premiums for the first two together cost JPY 1,340 per annum, and the premium for the last one varies according to the period or coverage you select, which may cost you around JPY 1,000 to 12,000 in total.

● Costs

1. School expenses (Entrance examination fee, Admission fee and Tuition)

Exchange students from our partner universities are exempt from the entrance examination fee, admission fee and tuition.

2. Food (for reference)

About 30,000 yen/month

3. Others (for reference)

About 20,000 yen/month

* Regarding 2 and 3, they vary between individuals.

● Vaccinations

While there are no vaccinations that are absolutely required, please check the URL below to confirm the types of recommended vaccinations and your vaccination history.

<https://www.japan.travel/en/guide/vaccines-for-japan/>

● Contact Information

HP : <http://www.nara-wu.ac.jp/nwu/en/index.html>

Mailing Address : International Division, Nara Women's University Kitauoya-higashimachi,
Nara, 630-8506 JAPAN

Contact Person : YOKOE Moeka (Ms.)

E-mail : ryugakusei@cc.nara-wu.ac.jp

Tel : +81-742-20-3240

FAX : +81-742-20-3309

●Website on International Students and Exchange Programs

(Japanese) https://www.nara-wu.ac.jp/iec/int/ja/study/foreign_exchange/index.htm

(English) https://www.nara-wu.ac.jp/iec/int/en/study/foreign_exchange/index.html