



Application procedures for Visiting Students

Coming to KYOTO INSTITUTE OF TECHNOLOGY

Secure a nomination from your university to apply to come to KIT as a Visiting Students. Let us know who has nominated you and we will supply you with an ID and password for accessing the KIT Online Application System. Your application materials should be sent via the KIT Online Application System. Follow the instructions below and submit the necessary materials by the deadline.

STEP 1: Log in to the KIT Online Application System and submit an "Application for Admission (Form A)" (#1) online.

STEP 2: Upload completed documents (#2, 3, 5, 6) to the online application system by clicking "Upload Files."

STEP 3: Email Student Exchange Services at KIT International Affairs at ses@jim.kit.ac.jp to inform us that your application has been submitted.

STEP 4: Purchase and upload a copy of your overseas travel insurance (#4) to the online application system before departure following the procedures above STEPS 2 and 3.

[KIT Online Application] : <https://www.international.kit.ac.jp/>

[Form Downloads] :
https://www.kit.ac.jp/en/prospective_student/visiting-students/

- APPLICATION: all of the following documents are necessary -

1. Application for Admission (Form A)
(This form will appear when you log in to our online application system. Fill in the blanks and click "Submit.")
2. Certificate of Enrollment
(This certifies that the applicant is registered as a regular student at his/her home institution.)
3. Photocopy of Passport
(Submit a copy of the personal details page. If it is unavailable at the time you are applying, please tell us when you expect to submit it.)
4. Photocopy of Overseas Travel Insurance
5. Academic Transcript *(If applicant is applying for KIT Global Human Resource Development Program funding).*

- ACCOMMODATION -

6. Application for KIT International House (Forms 1, 2 and 3)
*(If applicant wishes to live in a dormitory for international students, please submit this application.
Rooms will be assigned as they become available.)*

[APPLICATION DEADLINES]

3 months prior to the start of your internship/workshop.

Note: Photocopy of Overseas Travel Insurance may be sent at a later time provided it reaches us before your departure.

Should you have any questions or concerns, please do not hesitate to contact us.

Student Exchange Services

International Affairs

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