

# Application Procedure SPRING 2022

## 1. Nomination \*We accept nomination only from student exchange program coordinator.

If you would like to nominate a student from your university, please send us your student's information from the following link.

\*If you have more than one student to nominate, use a different form for each student.

**Nomination deadline is October 8, 2021.**

Once we receive a nomination from your institution, we will email you to confirm the receipt of your nomination.

<Nomination form>



<https://forms.office.com/r/jHzGrLq651>

## 2. Application

Following documents are required to be submitted : 1)Application Form 2)Student Information Form 3)Application for Certificate of Eligibility 4)Financial Statement 5)Tuberculosis Clearance 6)Statement of Purpose 7)Academic Reference 8)Official Academic Transcript 9)Passport Copy 10)Digital Color Picture Photo 11)Official Language Proficiency Score Report Copy

All documents (except for Nos. 2&3) are to be submitted by uploading to the provided link by the coordinators. Specific link used only for your university will be provided in our confirmation mail of nomination. Nos. 2&3 are to be submitted by the students through the provided link (refer to the application form). We ask you to complete the submission **no later than November 1, 2021**. Original hardcopies of application documents are NOT required to be post mailed.

## 3. Visa and Letter of Acceptance

As soon as being issued by Immigration Bureau, we will send Certificate of Eligibility (CoE) and Letter of Acceptance to your institution in January or February.

## 4. Check out our videos!!

Our students have created videos to introduce Saitama University for STEPS.

Imagine your life in Saitama before coming to Japan!!

*You Can Expect Anything  
In Saitama*



<https://www.youtube.com/watch?v=W0bH2x5B1ag>

*Student Support by  
Saitama University*



<https://youtu.be/BrTjAOLRSHI>

## -Contact Information-

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