

WELCOME GUIDE 2025

PDF Ver.







for newly enrolled International Students of Engineering

Information for New International Students


	<p><input type="checkbox"/> HANDBOOK for All International Students The handbook contains important information on various procedures from admission to graduation at the University. Contents : [Necessary procedures] [Residence Card/Extension/Re-entry] [Academic Records and Certificate] [Procedures after Graduation] etc</p>
	<p><input type="checkbox"/> Orientation for New International Students You will find important information for international students. Contents : [MAP] [Tips for Student Life] [Rules and Manners in Daily Life] [Emergency Procedures, Health Care] [Shopping info] etc</p>
	<p><input type="checkbox"/> University website You can find important information for international students including following procedures 【1】 ~ 【3】 on university website, as well. Contents : [Useful Links] [“My Number” (Individual Number)] etc ※日本語の大学 website はこちらから⇒ (下の 【1】 ~ 【3】 の説明もあります)</p> 

Necessary procedures after arriving in Sapporo **【1】 ~ 【3】**

<p>【1】 Procedures at the ward offices →</p> <ul style="list-style-type: none"><input type="checkbox"/> Submitting a “Address Change Notification” to the ward office to register your residence.<input type="checkbox"/> Enrolling in National Health Insurance (mandatory to all who stay in Japan for over 3 months)<input type="checkbox"/> Enrolling in National Pension System (mandatory to all the residents in Japan aged over 20 years old) <p>【2】 Procedures at the post office</p> <ul style="list-style-type: none"><input type="checkbox"/> Submitting a “Change of Address Notice” to the Post office to start your postal service.<input type="checkbox"/> Payment of Student Insurance* (GAKKENSAI and FUTAIBAISEKI-Course A). <p>【3】 Procedures at the bank →</p> <ul style="list-style-type: none"><input type="checkbox"/> Opening a bank account (MEXT: Required /Self-Supported: Optional)	  
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	<p><input type="checkbox"/> Three types of Insurance for Students It's mandatory for all HU students to have following two insurances! “GAKKENSAI/学研災(PAS)” and “FUTAIBAISEKI-Course A/付帯賠償-コース A” It's optional, but strongly recommended to have “Inbound Futai-Gakuso/インバウンド付帯学総”.</p>
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Must be submitted to IAOE after processing.

<p><input type="checkbox"/> Submission to IAOE. ※Required for all Please submit the required documents within 1 month of your arrival.</p> <p>【1】 Passport (①Face photo page ②Permission of Landing Page) 【2】 Residence Card (both sides) * After registering your address at the ward office. 【3】 Japan National Health Insurance Card *It will be post-mailed after enrollment. 【4】 Contact Information Sheet *Please <u>submit a hard copy</u> to IAOE.</p>	<p>Sample of 【1】 ~ 【3】</p> 
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Scan the QR code to see the map in your preferred language



日本語
Japanese
日语
일본어



英語
English
英語
영어



中国語
Chinese
中文
중국어



韓国語
Korean
韩语
한국어

◆**Student Communication Station**
You can get the Hand Book for All Int'l Students at Student Communication Station (1st floor, room 109).

◆**International Student Support Desk**

[Major Initiatives]

- Support to international students in their daily lives
- Assistance with paperwork
- Translation or interpretation in Japanese on behalf of international students



[Location]
1st floor, Student Communication Station

[Open on]
Monday to Friday

[Hours]
12:00~16:00

[How to Use]

No appointment necessary. Just stop by while we are open. You can also inquire by phone or email.



You are here!
School of Engineering
#A1-05

[Access guide]

By JR line:

Get off at Sapporo Station, 7 minutes walk to the Main Gate.

By Sapporo subway:

If you take Namboku line or Toho line, get off at Sapporo Station, 10 minutes walk to the Main Gate.

If you take Namboku line, get off at Kita juni jo Station, 4 minutes walk to North 13 Gate, or get off at Kita juhachi jo Station, 7 minutes walk to North 18 Gate.

- Information center
- Cafe
- Cafeteria
- Merchandise shop
- AED station



●**Hokudai Co-op Kiyosai Counter, Clark Memorial Student Center 2F**
You can receive a payment slip (Payment is made at the post office). After you pay, you can get these insurance brochures/加入者のしおり by showing the payment slip to the Co-op Kiyosai Counter.

◇ The names for graduate schools located in the same building as the faculty are omitted
◇ () indicates other faculty

For Otaru

JR Hokkaido Line

For Asahikawa /

JR & Subway
Sapporo Station

For Makomanai