H: Home University
S: Students *Requirements for students in RED
K: Kyoto Institute of Technology

Process	Outline	[Nomination Period] Jul. 2025 – Mid-Aug.	[Nomination Period] Dec. 2025 – Mid-Feb.	[Nomination Period] Jul. 2026 – Mid-Aug.	[Nomination Period] Dec. 2026 – Mid-Feb.
		Starting in the 2026 Spring semester	**Starting in the 2026 Fall semester**	**Starting in the 2027 Spring semester**	**Starting in the 2027 Fall semester**
Nomination (H)	Applicants for Exchange Program should be officially nominated by the International Office of their home university.	~~Deadline: August 21, 2025~~	Deadline: February 12, 2026	Deadline: August 21, 2026	Deadline: February 13, 2027
Application (S)	Eligible students will receive an email from KIT and follow the instructions to complete the application process.	~~Deadline: September 4, 2025~~	Deadline: February 26, 2026	Deadline: September 3, 2026	Deadline: February 25, 2027
Correcting application errors (S)	Students should correct any errors in their application documents as they are notified by KIT.	~~September to October~~	February to April	September to October	February to April
Coordination of laboratories (K)	KIT coordinates host faculty members based on student preferences Note: Depend on the condition of lab, the application may not be accepted.	October to November	March to May	October to November	March to May
Acceptance Approval and Guide to obtaining a student visa (K)	KIT sends a letter of acceptance to each student and an application guide of CoE (Certificate of Eligibility), which is required for student visa application.	November to December	April to May	November to December	April to May
Submission of CoE application documents (S)	Students sbumit the necessary documents for CoE application to KIT and make corrections of them after KIT reviews, if necessary.	November to January	May to June	November to January	May to June
Submission of CoE application to the Immigration Office in Japan (K)	KIT apply for CoE to the Immigration office. (It takes usually one or two months after submission to be issued) Note: KIT adjusts the timing of submission to best fit when the students arrive in Japan, as the CoE validity period is only 3 months.	Mid-December to late January	June to July	Mid-December to late January	June to July
Scholarship application （S） *Eligible students only	Eligible student for scholarship receives the instructions from KIT and follow them. Note: Eligibility changes depending on the budget for the year and the type of programme the student is participating in.	Due mid-March	Due mid-July	Due mid-March	Due mid-July
Sending the CoE （K）	Once the CoE issued, KIT send it to each student by mail.	February to March	August	February to March	August
Apply to the Japanese Embassy/Consulate for visas (S)	After receiving CoE, students should apply for an entry visa (Student) at the near Japan Embassy/Consulate.	February to March (Immediately after receiving your CoE)	August	February to March (Immediately after receiving your CoE)	August
Air tickets and overseas travel insurances (S)	After obtaining the entry visa, students should purchase the followings: - Air ticket to Japan - Overseas travel insurance which covers the period from the departure date from their home country to the start date of the semester Note: If these arrangements are made early before receiving the visa, the students may be required to repurchase them due to the delays in visa issuance. KIT is not responsible for this.	February to March (Immediately after receiving your entry visa)	August	February to March (Immediately after receiving your entry visa)	August
Notification of Admission to Marikouji Kaikan (K)	KIT provides each student with detailed move-in information for Marikoji Kaikan, including a room number, approximately one month prior to enrollment.	Late February to early March	End of August	Late February to early March	End of August
Arrival in Japan and move into the Marikoji-Kaikan (S)	Students move into Marikoji Kaikan on the designated date informed in advance. Any move-ins prior to this date are not be accepted.	Early April	Late September	Early April	Late September
International student orientation and Administrative procedures (S)	All new international students must attend the orientation. The schedule and other details are notified in advance of the arrival.	Early April	Late September	Early April	Late September
Course Registration (S)	Students must complete online course registration during the registration period. (Registration during any other period will not be accepted.)	Early April	Late September	Early April	Late September

* The above information for 2026 is a tentative schedule.
* A crossed out date indicates that the process has been completed.