Undergraduate Internship Student

**Undergraduate Internship Student**

In the case of a request for placement of a student from another university as an Internship Student at our institute, permission is granted by the Dean of the graduate school concerned based on consultations between the two universities and faculty meeting decisions.

**Application Procedures**

Applicants should submit a typed and completed application, using the attached application form to our International Affairs Division by way of their university.

**Term of Internship**

Ordinarily, the term of internship is from one month to one year.

**Student Identification Card**

In order to issue you a student identification card, please submit a photograph (3.0 cm x 2.4 cm) after admission.

**Personal Accident Insurance for Students pursuing Education and Research**

After the admission, please fill in the application form and pay insurance fee: JPY 1,340 for “Personal Accident Insurance for Students pursuing Education and Research (PAS)” and “Liability Insurance coupled with PAS” which cover the students against physical injuries and legal liability arising from unexpected accidents during their educational and research activities.

**Tuition Fees**

1. No examination or entrance fees are charged.
2. Students from municipal, private or foreign universities must pay the same tuition fees as research students of our institute. However, students from universities that have academic exchange agreements with NAIST may have their tuition fees exempted in some cases. Please contact us for further details.

International Affairs Section: kokusai@ad.naist.jp

**Bringing biological resources to NAIST**

If you plan to bring biological resources from outside Japan (including your country) to NAIST, please inform the following contact point in advance. Procedures are necessary for the transfer of samples to Japan in compliance with any applicable national legislation and international treaties and conventions, such as the Convention on Biological Diversity. (Email: ip-3f@ip.naist.jp)

**Applicant’s Contact Information**

|  |  |
| --- | --- |
| Name |  |
| Postal address |  |
| Telephone number |  |
| Email address |  |

Application Form for Undergraduate Internship Student

To the Dean of the Graduate School of Science and Technology, Nara Institute of Science and Technology

We hereby request that the following person be accepted as an undergraduate internship student at the Graduate School of Science and Technology, Nara Institute of Science and Technology (NAIST).

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| University / institution name |  | | | | |
| Faculty / school / department |  | | | | |
| Year of studies  (e.g. 1st year of undergraduate course) | ( ) year of undergraduate course | | | | |
| Expected date of completion: (Day) / (Month) / (Year) | | | | |
| Student name | First name | Middle name | | Last name | |
| Date of birth: (Day) / (Month) / (Year) | | | | |
| Nationality: | | | | Sex: male / female |
| Address |  | | | | |
| Name of supervising professor  at home university/institution |  | | | | |
| Name of supervising professor  at NAIST | Division of (Information Science / Biological Science / Materials Science) | | | | |
| Term of internship | From:  (Day)/ (Month)/ (Year) | | To:  (Day)/ (Month)/ (Year) | | |
| Research title |  | | | | |
| Research description |  | | | | |
| Internship objective(s) |  | | | | |

|  |  |
| --- | --- |
| Date (Day/Month/Year): |  |
| Name: |  |
| Position: | (Dean or correspondent position) |
| Signature: |  |