

International Student Handbook



2023-2024

Kumamoto Gakuen University
Office of International Education

Table of Contents

Staff at Office of International Education	4
Academic Calendar	5
Things to Do Prior Upon Your Arrival to Kumamoto	6
Things to Do Prior to Your Departure	7
I. Immigration	8
a. Resident Registration	
b. Immigration Bureau	
c. Permission for Part-time Job (<i>arubaito</i>)	
II. Medical Information	10
a. Japanese National Health Insurance Policy	
III. Student Information	12
a. Accommodations	
b. Student Identification Card	
c. Bicycle	
d. Prepare for Emergency	
e. Health Services	
f. Counseling	
g. Important Notice	
h. Club Activities	
i. Information about Kumamoto	
IV. Campus Facilities & Services	20
a. e-Campus Center	
b. Cafeteria	
c. Campus Bookstore “Maruzen”	
d. LAWSON (Convenient Store)	
e. Photo Service ”Shashin no Hamaya”	
f. Beauty Parlor Hairmake Amore	
g. Green Campus Counter	
h. ATM Service	
i. Language Laboratory	
j. Library Information	
V. Everyday Life	23
a. Mobile	
b. Bank	
c. Transportation	
d. Post Office	
e. Garbage Disposal	
f. National Holidays and Local and National Events	
VI. Culture Shock	31
Common Symptoms of Culture Shock	
1 How to Cope with Culture Shock	
2 Reverse Culture Shock	
VII. Others	33
a. Club List	
b. Medical Care & Medical Terms	

国際教育課スタッフ



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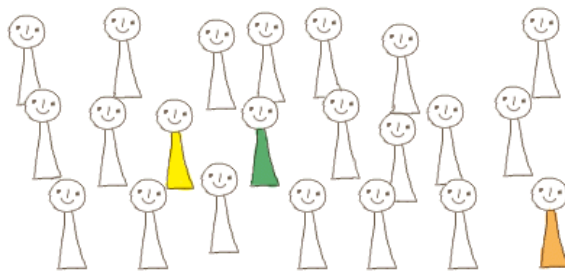
Academic Calendar 2023

Spring Semester 2023

April 3	Entrance Ceremony
April 10 - July 28	Classes
July 31 - August 8	Finals
August 9 – September 20	Summer Break

Fall Semester 2023

September 21– January 26	Classes
November 2 – November 4	KGU Campus Festival
December 26– January 4	Winter Break
January 27 – February 5	Finals
February 6 – March 31	Spring Break
March 22	Commencement (Tentative)



If you have questions on academic matters and your daily life while at KGU, please feel free to come to Office of International Education anytime.

Things to Do Upon Your Arrival to Kumamoto

Things to do at the Chuo ward within 14 days of your arrival

1. Notification of place of residence

Once you settled, you need to submit the notification of place of residence to the Chuo ward office within 14 days of finding a place to settle down.

2. Enrollment in the Japanese National Health Insurance (*Kokumin Kenko Hoken*).

All students who enroll Japanese college must enroll in the Japanese National Health Insurance. You must enroll in this insurance at the Chuo ward office within 14 days of your arrival in Japan. Please refer to page 10.

3. Enrollment and Exemption of the Japanese National Pension Plan

All registered residents of Japan over 20 years of age have to enroll in the Japanese National Pension, but all exchange students can be exempted from contribution of payment.

Things to do at the Immigration Bureau

1. Work permit

To work part time, you have to obtain this permission beforehand.

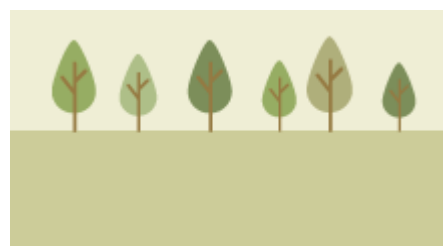
Others

1. Opening a bank account

To open a bank account, you need to have your passport, Residence Card, inkan, cash and Notification of your individual number. Please refer to page 24.

4. Submit a copy of your passport and the proof of your medical insurance.

Please bring your passport and the proof of your medical insurance so that we can make a copy of them for our file.



Things to Do Prior to Your Departure

1. Cancel your Japanese National Health Insurance.

Cancel the National Health Insurance at the Chuo ward office. If you do not cancel your health insurance, the invoice will be sent to you continuously. Take your Health Insurance Card to the Insurance section of the Chuo ward office and complete the payment.

2. Cancel the Japanese National Pension.

Take your Pension handbook to the Insurance section of the Chuo ward to cancel.

3. Close your Bank or Post Office Account.

If you have a bank or post office account in Japan, you must take procedures of closing the account at the bank or post office. Withdrawing all money from the account does not mean closing the account. Special procedures must be taken to close your bank or post office account. Take your inkan, Bank Book (passbook), Cash Card and Residence Card to the bank or post office.

4. Complete all the Payments. Do not leave any debts unpaid.

5. Clean your room. Please clean your room and have it checked by the residence staff.

6. Return the key(s). Please return your room key, card key and desk key to the residence staff before your departure of the residence.

7. Please return your bicycle and its key.

Please clean your bike beforehand and give it and its key.

8. Return all borrowed books to the University Library.

9. Return the Residence Card.

Please return the Residence Card to an Immigration Officer at the port of entry/departure you're leaving Japan from.

10. Write your contact address in your home country on the international student card in our office.

Immigration

a. RESIDENT REGISTRATION

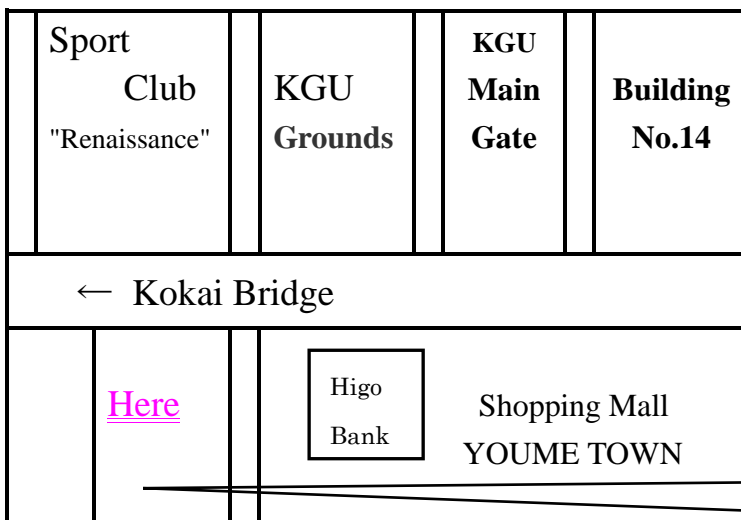
A new residency management system is applied to all foreign nationals residing legally in Japan for mid- to long-term with resident status under the Immigration Control Act.

Those who have received a residence card have to visit the Chuo ward office and notify them of the place of your residence within 14 days of your arrival in Japan.

The card is valid until the expiration date of the period of stay, and must be carried at all times as an ID. When a foreigner finally leaves Japan, the card must be returned to the Immigration at the port where you leave from.

b. IMMIGRATION BUREAU

The Immigration Services Agency of Japan (SYUTSUNYUKOKU KANRI KYOKU 出入国管理局) handles all matters related to immigration status, visas. In Kumamoto City, such matters are handled at the local branch of the Fukuoka Immigration Bureau (FUKUOKA NYUKOKU KANRI KYOKU 福岡入国管理局) at the following location. The office is open Monday through Friday between 9 am and 4 pm except for the lunch break between 12 pm and 1 pm.



Kumamoto Branch, Immigration Bureau 1st Floor, Joint Government Office Building #2
3-1-53 Oe Chuo-ku
Kumamoto-shi
862-0971 Phone:096- 362-1721

The immigration Office is on the **1F**

c. WORK PERMISSION

As a general rule of Immigration-Control and Refugee Recognition Act, the activities of foreign nationals residing in Japan shall be limited to the activities permitted under the residence status granted. ‘An Activity other than that permitted by the residence status previously granted’ means an activity involving the management of business or receipt of the remuneration from a source other than that permitted under his/her present residence status.

To engage in an activity other than authorized, he/she must apply for and obtain a permission to do so in advance. Most applications for the permissions are from college students, and a part-time job that meets certain prescribed conditions is considered a part of school life, so a student can generally obtain the permission. The prescribed conditions are as follows:

- A. The work activity is for the purpose of making up for his/her school fees and other expenses.
- B. The work activity does not take place at a business that violates public morals.
- C. The work activity is limited to the following hours.
 - Up to 28 hours per week during the semester
 - Up to 40 hours per week (8 hours a day) during the semester breaks



Other special cases which do not fall within the general rules provided above can be examined on a case by case basis.

*Those who engaged in an activity to receive money without obtaining this permission is illegal and must pay the fine of ¥2,000,000. Therefore, please make sure to obtain this permission before you engage in any kind of activities involving receipt of money.

***In order to obtain this permission, you can submit the application at Sapporo (ShinChitose), Narita, Haneda, Chubu, and Kansai, Hiroshima, Fukuoka Airports as your entry in Japan. We will give you the application before your arrival so that you can fill it in advance.**

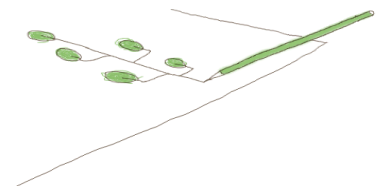
***Even after your arrival, you can apply it through our office.**

The following documents must be submitted to our Office of International Education:

*** Passport**

Applications for permission

Residence Card



However, please remember that the study should come first before part-time jobs.

II . Medical Information

a. Japanese National Health Insurance, *Kokumin Kenko Hoken*

The JNHI or KKH is administered by each local autonomous government. It is funded by the participants' premiums and subsidized by both the national and prefectural governments. It is an insurance system to reduce individuals' medical cost.

Procedures for Enrollment

1. Apply at the insurance section (KOKUHO NENKIN-KA) of the Chuo ward office. When registering, present your Residence Card (or the copy of the notification of place of your residence) and your Passport. It is also helpful to take a personal seal (INKAN) if you have one.
2. After enrollment, the insurance holder will receive a "Health Insurance Card" (HOKEN-SHO). Those enrolled in JNHI also receive a second form called the "Insurance Payment Statement" (HOKEN-RYO NOFUSHO). The average amount of the payment for a student is about 23,000 yen a year, and it should be paid in monthly installments.
3. Method of payment:
Transferring money from your bank account to a specified account automatically, paying to a specified bank account or at a convenience store.
4. Make sure to inform a change of your address within 14 days.
5. When you leave Japan for home, you are required to close your insurance plan at the Chuo ward office. Take your Health Insurance Card and personal seal (INKAN) to the Insurance section (KOKUHO-NENKIN-KA) of the ward office and complete the payment.



Payment at hospital/dental clinic

Show your health insurance card at the reception desk when you receive medical treatment. The JNHI policy covers 70% of the cost of general medical/dental care. You will need to pay only 30% of the incurred medical costs. Therefore, if you need medicines, it is cheaper to visit a hospital/dental clinic than to buy at pharmacies.

Major medical expenses

In the case of major medical expenses incurred as a result of hospitalization etc., you may be eligible for refund or loan from JNHI to cover the excess amount as a Major Medical Expense.

If you go to hospital overseas

The JNHI is very versatile. You are able to go to hospitals outside of Japan (e.g. traveling, going home for temporary) during your academic year at KGU, because the JNHI also covers the cost of medical/dental expenses you may have there.

Procedures for receiving reimbursement of medical care overseas

Pay the required fee on each occasion and be sure to keep all receipts. Bring all items below to the insurance section of the Chuo ward office.

- * All the receipts from the hospitals and their Japanese translation
- Health Insurance Card (HOKEN-SHO)
- Personal seal (INKAN)
- Your Bank Account Information



III. Student Information

a. Accommodations

Your monthly rent will be your responsibility until you move out, so you have to pay it even when you are out of the residence during your trip or short homestay. As a rule, please make a payment by the **10th of each month.** Here're some of the rules of the KGU International Residence.

Visitors

Visitors are only allowed to enter lobby, and assembly room in the first floor.

Visitors cannot use the kitchen, or go upstairs from the second floor.

All visitors must leave the International Residence by 10:30 PM.

Smoking

Smoking is prohibited in all areas of the building. Please smoke at a designated outside smoking area.

Valuables, Cash

Be sure not to leave valuables, such as large amount of cash in your room.

If you need to leave some, make sure to lock your bedroom!

Computer Use

Since there are only 2 computers at the KGU International Residence, please make time-sharing arrangements with others.

Laptop

It's prohibited to use a laptop without anti-virus software in the KGU International Residence.

Keys and Coin machines

If you lose or damage your room keys and a desk key, you have to pay back in full.

Part-time job at the residence

It is strictly prohibited to do a part-time job inside the residence.

Overnight Guests

Family members and friends of residents are not allowed to stay at the residence.

<NOTE>

There're an application forms such as when you'd like to make a trip, and when you'd like to use some of the facilities in the residence. **Please refer to the following two pages for the specific forms.**

You will hear further information about rules and manners of facility usage at the Residence Orientation.

外 泊 届

Notification of Overnight Stay

Date: 20 年 月 日

氏 名/Name: _____

部 屋 番 号/Room No: _____

携帯番号/Mobile Phone: _____

記

私は、下記の通り外泊しますので、外泊届を提出します。

I notify that I will stay out as follows:

期間 Travel Period	出発 20 年 月 日() 午前 / AM ・ 午後 / PM() 時頃 帰り 20 年 月 日() 午前 / AM ・ 午後 / PM() 時頃
宿泊場所の連絡先(住所・電話番号) Accommodation (Address, Tel No)	住所 〒 _____ 電話番号 _____
旅行の場 合の み	旅行先 Destination
	利用交通機関 Means of Transportation
(※飛行機、船の場合下記を記入)	
往路: 便名 _____ 便、 出発港 _____ Number	出発時間 午前・午後 時 分 Departure time 到着時間 午前・午後 時 分 Arrival time
復路: 便名 _____ 便、 出発港 _____ Number	出発時間 午前・午後 時 分 Departure time 到着時間 午前・午後 時 分 Arrival time

この書類は、外泊や旅行の2日前までに会館スタッフを通して国際教育課に必ず提出して下さい。

Please submit this form to Office of International Education through the Residence staff
2days prior to your departure.

共用施設使用許可申請書

Application Form for the Use of Public Facility

年 月 日
Date Y M D

熊本学園大学国際交流委員長 様

To the Chair of the KGU International Exchange Committee

団体名

Name of the group

責任者名

Name of the person in charge

住所

Address

電話番号

Phone number

下記の通り、熊本学園大学国際交流会館の共用施設使用の許可をお願いします。

We'd like to use the public facility of the KGU International Residence, and we hereby ask your approval for the following usage:

記

- 1 集会・行事等の名称 : _____
Name of the meeting /event
- 2 目的 : _____
Purpose
- 3 使用日時 : _____年 _____月 _____日 () _____時 _____分 ~ _____時 _____分
Duration of use Y M D Day From a.m. /p.m. To a.m. /p.m.
- 4 使用場所 : 集会室 和室 キッチン
Room Meeting Room Japanese-style room Kitchen
- 5 参加人数 : _____人 (入居者 _____人、館外者 _____人)
Number of participants persons Residents persons, Non-residents persons

備考：集会・行事等を開催する時は、開催予定日の1週間前までに提出してください。

Note: When you plan to hold a meeting or an event, you are required to submit this form one week in advance.

b. Student Identification Card

The Student ID card is required for admittance to the library, training room on campus and entitles you to student discount privileges, such as admission to museums, movies and purchasing commuter's pass. Lost cards should be reported to the registrar office (*kyoumu-ka* 教務課) on the 1st floor of the building #11. For a replacement, you need your *inkan* and 2,000 yen.



c. Bicycle

Bicycles can be stolen very easily even on campus and in the Residence.

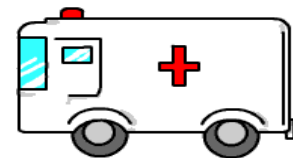
So please make sure to lock your bicycle whenever you leave your bicycle even for a minute!

Once it is stolen, you have to report to the police. In the city, there are many places where are prohibited to park bicycles. If you park your bicycle at such places, your bike will be taken away; and in order to get it back, you have to pay ¥1,500. Therefore, please be very careful about the place to park your bicycle.

d. Prepare For Emergency

Police

To report a crime or traffic accident, dial “ **110** ” (toll-free)



Fire Department

To report fires or to request for an ambulance, dial “ **119** ” (toll-free)

Calls can be made anywhere in Japan, 24 hours a day.

If there are injured people, the police will dispatch an ambulance.

Preparing for Earthquakes

If an earthquake strikes:

Severe shaking during an earthquake lasts about 1 to 2 minutes.

Aftershocks often happen, so please stay alert.

- 1) Take cover under something sturdy, such as a table or a desk.
- 2) Turn off all gas and electric appliances.
- 3) After the shaking stops, open doors and windows to secure an exit. Do not rush outside, as there might be collapsed houses and shattered glass.
- 4) Get correct information. Do not act upon hearsay.
- 5) Talk to your neighbors, and help each other.
- 6) Do not walk near walls or pillars outside, as these may topple over.

e. Health Service

On campus, Hokenshitsu (保健室) or Health Service is located on the 1st floor of building #4. Here, you may receive basic medical treatment and some medicine, if it is necessary, for free of charge. In case of a serious illness or injury, the students will be referred to a clinic or hospital.

f. Counseling

When you'd like to have counseling, please visit the Counseling Room on the 1st floor of building #4. You will receive counseling from a staff member, counselor (psychiatrist, clinical doctor or medical social worker) regarding whatever problems you may have: study, friends, physical and mental health, and more. English speaking counselor is also available.

g. Important Notice

We inform you important information by email, so please check your inbox every day.

Cancellation of a class and the change of a classroom will be on the KGU portal guide, so be sure to check it by yourself. All important announcements from International Education Office is posted on the bulletin board in front of building #4 as well as on the one in the KGU International Residence. It is your responsibility to check them.

h. Club Activities

There are many kinds of sports and cultural clubs and associations in KGU. Please refer to the page 32-33.

If you are interested in joining any clubs, ask our office for assistance.

Exchange students are encouraged to join the student clubs in order to interact with Japanese students.

i. Information about Kumamoto

The tourist sites and the events in Kumamoto are introduced in English, Korean, and Chinese on the websites, “*Nagomi Kiko*” made by Kumamoto Prefectural Government.

<https://kumamoto.guide/>



Discount for watching Movies

You can watch movies for 1200 yen on the 1st day of every month.

IV. Campus Facilities and Services

a. e-Campus Center

[4th floor, Building no.14]

Self-Study Space

Self-Study Space is equipped with 73 Windows and 12 Macintosh computers.
You are required to have your computer account to use them.

Basic Schedule of self-study space

9:00 - 19:40 (Monday – Friday)
Closed (Saturday, Sunday and National Holiday)



This schedule is subject to change as the need arises.
Please check out the latest schedule at e-campus Center.

b. Cafeteria and Restaurant

[Building no.7]

【Restaurant, Building no.7】

8:30-19:45 (Monday – Saturday) 8:30-18:40(during vacation)

You can have many kinds of dishes for a reasonable price.
Popular meals are: curry, *udon* (Japanese noodles), *donburi* (rice in a bowl with various topping).
You can also order a *bento* (boxed lunch).

c. Campus Bookstore 丸善 Maruzen

[Building no.12]

10:00 -18:30 (during vacation weekday till 16:00, closed on Saturday)

Maruzen has books, stationery, tapes, snacks and many different items.
There are also student discounts. You can also make photocopies there.



d. LAWSON (Convenience Store) ローソン

[Student Union 1st floor]



8:00-20:00 (Monday – Friday)
8:00-19:45 (Saturday)
8:00-15:00 (Sunday and National Holiday)

*This is subject to change during vacation.

e. Photo Service Shashin no Hamaya 写真のハマヤ
[Student Union 2nd floor]



10:00 -18:00 (Monday- Friday)
10:00 - 17:00 (Saturday and vacation.)

f. Beauty Parlor Hairmake Amore ヘアーメイク ア・モーレ
[Student Union 2nd floor]



10:00 -18:00 (Monday – Saturday)

You can go there directly or make a reservation by phone. (096-362-8385)
Cost 1,728 yen (cut)

g. Green Campus Counter グリーンキャンパス カウンター
[Student Union 2nd floor]

10:00 -18:00 (Monday – Friday , vacation till 17:00)

You can purchase telephone cards (domestic and international), stamps,
bus cards, contact lens care products, and Japanese paper goods.

h. ATM service
[Building no.7]

ひごぎんこう
肥後銀行 (Higo Bank)

9:00 -19:00 (Mon. - Sat.)

くまもとぎんこう
熊本銀行 (Kumamoto Bank)

9:00 -19:00 (Mon.- Fri.) 9:30 - 17:00 (Sat.)

ゆうちょぎんこう
ゆうちょ銀行 (JP Bank)

9:00-18:00 (Mon.- Fri.) 9:00-14:00 (Sat.)

i. Language Laboratory (LL room)
[Building no.11 2nd floor]

8:45 -12:30, 13:30 -17:15 (Mon.- Fri.)

There are about 2,000 materials to learn foreign languages. To watch or borrow one, take your Student ID.

j. Library Information

In Session Mon.- Sat. 9:00 - 22:00
Sun 10:00 - 17:00

During Final Exam
(Mon.- Sat.)1,2,3F 9:00 - 21:30 (Sun) Closed

During vacation
(Mon.- Sat.)1,2,3F 9:00 - 21:00 (Sun) 10:00-16:00

Closed National holidays •University foundation day (May 30)
Summer Break •Winter Break •Entrance examination periods.



■ **Lending Service**

Take your Student ID and books to the main counter on the first floor.
You can borrow as many books as you need for 2 weeks.

■ **Special lending service**

You can borrow books for longer terms during summer and winter vacations.

■ **Return**

Please return books by the day it is due.

If you need it for a longer time, you can renew it at the counter.

■ **More information**

At the AV corner on the second floor you can borrow Japanese books,
and CDs for your study.

There is also a place where you can watch Japanese and English movies and
listen to music. Many different varieties of DVD movies are available.

**To enter the library you need your student ID.*

V. Everyday Life

a. Mobile

1. SIM Card

You can buy SIM Cards at electronics retail stores such as K's denki/ K's デンキ and Yamada Denki/ ヤマダ電機 or online.

b. Bank

In Kumamoto City, there are many local and national-wide Japanese banks. Once you obtain the Residence card, you can open a bank account, called a *ginko-koza*(銀行口座).

Banks are only open from 9:00 A.M. to 3:00 PM; Monday through Friday.

1. Bank Account, GINKO-KOZA (銀行口座)

Ordinary Saving Account, *Futsu-Yokin-Koza* 普通預金口座

This is the most common type of bank account. Deposits and withdrawals can be made at any time and money transfers can be made and received. Automatic money transfers, used to pay public utility bills, can be made with this type of account.

2. How to Open a Bank Account

You need your *inkan*, resident card, passport and some money to open a bank account. When you leave Japan, make sure to close your bank account.

3. ATMs and Cash Cards

When you open an account, you can apply for a cash card (a plastic card which allows you to use at ATMs (Automated Teller Machine). Your cash card will be sent to you about one week after you open a bank account. Cash cards are very convenient and most banks have agreements allowing you to use your cash card at the ATMs of different banks, but a commission is charged. Keep it in mind that entering an incorrect code (pin) number three times consecutively may render your card unusable.

ATMs are located not only at banks but also in many other places including department stores, KGU campus, convenience stores and train stations. Please note that all ATMs do not offer the same services and that in Japan, 24-hour ATM service is rare. Most ATMs are open Saturdays, but service on Sundays and national holidays is very limited.

It also costs about 100-200 yen for a handling fee if you withdraw money overtime such as Saturday, Sunday and National holiday. You can take money at ATMs of 7-Eleven most of time. *You can cash by your Visa cards (plus)

and Master cards (Cirrus) at the JP Bank's ATM on campus.

4. How to use ATM (Automated Teller Machine)

The following is a list of transactions:

- Deposit into a regular saving account: お預け入れ
- Deposit into a period-fixed account: 定期預金 お預け入れ
 - * You need your passbook for it.
- Money transfer from one passbook to another passbook: お振り替え
- Withdrawal: お引き出し -Entering a bank note: 通帳記入
- Checking the balance 残高照会
- Money transfer from your account to another account: お振り込み
 - *You need to know the payee's bank name, branch name, account number.

The following is an explanation of how to make deposits and withdrawals at an ATM.

Deposit

1. Press the deposit (お預入れ) key.
2. Insert your bank card or bankbook into the slot.
3. Put money; notes only, into the money drawer in the machine.
4. Verify the sum of money by pressing (確認).
5. Take your bankbook with the newly entered balance, your card and your receipt



Withdrawal

1. Press the withdrawal (お引き出し) key and insert your cash card and your bankbook if you have it
2. Enter your code(pin) number
3. Enter the amount of money you want to withdraw
 - *ten thousand : 万, one thousand : 千, to withdraw 35,000yen, press the buttons 3万5千円 for instance.
4. Verify the sum of money by pressing 確認(confirmed)
5. The requested sum will appear in the money drawer of the ATM
6. Take your bankbook with the newly entered balance, your card, receipt and money

5. Receiving money from overseas

To receive money from overseas, banks will require you to have a saving account . You need to declare the purpose of the money and show them your passport, Japanese Social security and Tax number Card (マイナンバー カード); and residence card.

c. Transportation

Kumamoto City offers a wide variety of public transportation including buses, trams and JR.

For more information, please check the URL below.



d. Post Office

1. Postal Symbol

“〒” This mark is the symbol of the Postal Service. You will see this mark at post offices, on mailboxes, and at shops which sell postage stamps, revenue stamps, and post cards. This mark is also used to represent zip codes.

2. Mailbox, *Posuto*(ポスト)

There are many types of mailboxes. Some mailboxes have two slots; one for ordinary mail and another for other types of mail. Mailboxes will often have sign in English, making them easy to use.

3. Post Office, *Yubin-kyoku*(郵便局)

General Post Offices

- * Mail-related service: Monday- Friday 9:00AM – 5:00 PM
- * Postal ATM service: Monday- Friday 9:00 AM – 5:00 PM



Kumamoto Central Post Office, Kumamoto *Chuo Yubin-kyoku* Kumamoto East Post Office, Kumamoto *Higashi Yubin-kyoku*

- * Mail-related services: Monday-Friday 9:00 AM – 7:00 PM
- Saturday 9:00 AM – 5:00 PM
- Sunday 9:00 AM – 12:30 PM



4. International Mail and Parcels

Rates are determined by weight and zone.

5. International Parcels

Parcels, *Kozutsumi*(小包)

There are three ways to send parcels.

1. Air-mail (3-6days)
2. Surface mail (1-3 months)



3.Economy air (SAL): This is less expensive than regular air mails, and also faster than surface mail by utilize extra space on airplanes. Sender's name should be written in English.

4.EMS (International Express Mail)

For additional information, please visit the Japan postal website below

Japanese <http://www.post.japanpost.jp/index.html>

English http://www.post.japanpost.jp/index_en.html

e. Garbage Disposal

Kumamoto City collects most types of garbage. Certain types of garbage, however, are not handled by the city.



1. Garbage Collected by the City

The city provides all households with a garbage disposal calendar. The calendar separates garbage into different categories with given separate colors: combustible (red), paper (blue), PET plastic bottles (orange), recyclable (green), non-combustible and bulky (brown). The collection days are also colored according to the type of garbage with will be picked up. Garbage must be separated properly and taken to its designated collection site.

The following types of garbage are collected by the city:

Combustible waste: kitchen garbage, paper products, plastic, clothing, rubber, wood, etc.

Kitchen garbage should be drained well. Do not put a large amount of garbage out at one time. Wood and branches should be taken out in the latter half of the week.

Paper waste: newspapers, corrugated cardboard, magazines, etc.

Corrugated cardboard, magazines and newspapers should be separated from each other and bound. On rainy days, proper waste should be taken out in transparent bags.

PET plastic bottles waste: PET plastic bottles

PET plastic bottles should be rinsed and crushed with the caps taken off.

Recyclable waste: empty cans, class bottles, cloth, metal products, batteries, etc. Empty bottles and cans should be rinsed with the caps taken off.

Non-combustible waste: broken glass, ceramic, small-sized electrical appliances, lighter, non-plastic hangers, non-plastic containers caps, etc.

Broken glass should be wrapped in thick paper. Please write “ Dangerous” on the package.

Bulky waste: furniture, carpet, bedding, large-sized electrical appliances, large-sized plastic produces.

These items should be made as compact as possible. Carpets and bedding should be folded and bound. Kerosene heaters should be emptied of kerosene and batteries.

2. Garbage Not Collected by the City

The types of garbage listed below are not collected by the city.

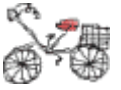
Please call City Hall's Garbage Control Section at 096-328-2359 for more details.
Garbage generated when moving out, *tatami*-mat, pieces of concrete blocks, tires, car batteries, fire-extinguishers, dangerous materials, garbage from offices and factories, etc.

Garbage Rules at the Residence

1) Disposal of Garbage

Tenants are required not to keep garbage in the living room and balcony.

Garbage Collection Site: Behind the bicycle shed



***Do not throw out your garbage in other garbage collection site.**

2) Garbage Separation

Garbage must be separated properly and taken to its designated collection site. Please use transparent garbage bags only.

Combustible waste: Kitchen garbage, paper products, plastic clothing, rubber, wood, etc.

Non-burnable waste: broken glasses, ceramic, small-sized electrical appliances, lighter, non-plastic hangers, non-plastic containers, etc.

Recyclable waste: Empty cans with recycle mark singed. PET plastic bottles with recycle mark singed.

Do not forget to take off a cap. Caps should be thrown away as a combustible waste.

Paper waste: newspapers, corrugated cardboard, magazines, etc. Those paper wastes should be separated from each other and bound. No paper waste on rainy days.

Used bottle: Rinse bottles with water.

***A dry cell:** A dry cell should be brought to the Residence Office.

***The trash from your room should be put in a transparent or white plastic bag. Please take them to the dust bin behind the bicycle shed. As for plastic bottles, cans and glass bottles, you can also put them in the buckets in the common kitchen on the 1st floor.**

f. National Holidays and Local & National Events 2023

Jan. 1 元日	<i>Ganjitsu</i> New Year's Day Japanese traditionally visit shrines and temples at this time of year to pray for a prosperous new year.
Jan. 9 成人の日	<i>Seijin-no-hi</i> Coming of Age Day This holiday is to honor young people who will turn 18 years old.
Feb. 11 建国記念の日	<i>Kenkoku-Kinen-no-hi</i> National Foundation Day This day is to celebrate the nation's founding and foster a patriotic spirit
Feb. 23 天皇誕生日	<i>Tenno-Tanjo-bi</i> Emperor's Birthday This day celebrates the Current Emperor's birthday.
Mar. 21 春分の日	<i>Shunbun-no-hi</i> Spring Equinox Day
Apr. 29 昭和の日	<i>Showa-no-hi</i> Day of Showa The period from April 29 to May 5 is termed "Golden Week". Many people take a vacation during this time.
May. 3 憲法記念日	<i>Kenpo-Kinen-bi</i> Constitution Day This is a day honoring the 1947 postwar peace constitution.
May. 4 みどりの日	<i>Midori-no-hi</i> Greenery Day
May. 5 こどもの日	<i>Kodomo-no-hi</i> Children's Day This holiday is to pray for the happiness and health of children.
Jul. 17 海の日	<i>Umi-no-hi</i> Marine Day The day for gratitude for the blessings of the oceans and for hoping for the prosperity of the maritime nation.
Aug. 11 山の日	<i>Yama-no-hi</i> <i>Mountain Day</i> <i>The day to get familiar with mountains and appreciate blessings from mountains.</i>
Sep. 18 敬老の日	<i>Keiro-no-hi</i> Respect for the Aged Day This is a day to wish the elderly a long life.
Sep. 23 秋分の日	<i>Shubun-no-hi</i> Autumnal Equinox Day To respect to one's ancestors. Families visit and clean their ancestors' graves.
Oct. 9 スポーツの日	<i>Supotu-no-hi</i> Sports Day
Nov. 3 文化の日	<i>Bunka-no-hi</i> Cultural Day This day was established to celebrate freedom and peace and to promote cultural awareness.
Nov. 23 勤労感謝の日	<i>Kinro-Kansha-no-hi</i> Labor Thanksgiving Day This is a day honoring workers and the products of their work

Jan. 11 鏡開き	<i>Kagami-biraki</i> , New Year's Day This is a day to crack Kagami-Mochi (rice cake) with wooden hammers and eat ‘Zoni’ mochi with vegetable soup. It is said that our health is maintained by the power of the gods.
Feb. 3 節分	<i>Setsubun</i> People throw beans at goblins, symbolizing possible maladies, and eat the beans after driving the goblins away
Mar. 3 ひな祭り	<i>Hinamatsuri</i> , Doll’s Festival This is a day when young girls display special dolls to ensure their future health and happiness.
The end of Mar – Early in Apr 花見	<i>Hanami</i> Many feasts and banquets are held under the cherry blossom trees while they are in bloom. These gatherings signify food and drink shared between the Gods and human beings.
Apr	<i>The Japanese academic and fiscal year starts in April.</i>
Mid-Jun 梅雨	<i>Tsuyu</i> , ‘Rainy Season’ There is much rainfall and high humidity.
Jul. 7 七夕	<i>Tanabata</i> The seventh day of the seventh month of the lunar calendar. It is said that your wishes will come true if you decorate a bamboo tree with your wishes written on Tanzaku, strips of fancy paper.
Aug 火の国祭り	<i>Hi-no-kuni-Matsuri</i> A festival where anyone can participate. During the festival, 30,000 residents of Kumamoto City participate in the traditional Otemoyan dance.
Aug 山鹿灯籠祭り	<i>Yamaga Toro Festival</i> 1,000 ladies dance with traditional gold and silver paper lanterns atop their heads.
Sep 藤崎八幡宮 秋季例大祭	<i>Fujisaki Hachimangu Autumn Festival</i> This is the most popular annual event (Matsuri) in Kumamoto City.
Oct みずあかり	<i>Mizuakari</i> Every year in October, the Mizuakari festival brighten the night with 54,000 lights lining Sakura-machi to Karashima-Park.
Oct やつしろ全国 花火競技大会	<i>Yatsushiro <u>national</u> Fireworks event</i> It’s one of the largest fireworks exhibitions in Japan. You can enjoy some the fire works to the music.
Nov 八代妙見祭	<i>Yatsushiro Myo ken Festival</i> It’s one of the three major festivals in Kyushu. You can see the traditional Lion and Dragon dances. You can also see the dance of “Gida”, a unique mythological animal.
Dec. 22 冬至	<i>Touji</i> , Winter Solstice This is the shortest day of the year. People eat pumpkin and take a Yuzu range bath for their health.
Dec. 31 大晦日	<i>Omisoka</i> , New Year’s Eve Everyone eats buckwheat noodles to ensure a long life. Many people also visit a shrine to pray for health and happiness in the coming year.

VI. CULTURE SHOCK



If your sojourn to Japan will be the first time for you to spend an extended period of time abroad, be prepared to encounter “culture shock” which is the psychological shock as you adjust to new surroundings and a new culture that may be dramatically different from your own. Gone will be all of the familiar signs of home and the myriad automatic responses you have counter on to help meet situations of daily life. Climate, food, landscapes, people and their ways may seem strange to you. Your Japanese may not serve you as well as you expected. You may feel, to an unexpected degree, the pressure of initiating your study. Culture shock is a normal reaction, so give yourself time.

1. Common Symptoms of Culture Shock

- a. You may feel isolated and frustrated. You may become nervous and excessively tired. You may sleep a lot, even after you should have recovered from jet lag.
- b. You may be excessively homesick. It is normal to miss your country, family and friends, but if you can think of nothing else and write letters all the time and perhaps even cry a lot, you are probably suffering from culture shock.
- c. You may feel hostile toward Japan as the cause of your discomfort. Minor irritations may make you inordinately angry.
- d. You may become very dependent on your fellow countrymen. Of course, these friendships are important and are extremely supportive. However, if you make friends exclusively from among your fellow countrymen, you will deny yourself one of the main benefits of this educational experience meeting and interaction with Japanese and persons from other countries.
- e. You may have deep doubt about the wisdom of your being in Japan. There may be academic anxieties: “Will I do well in an educational system different from the one I am used to?” and “Will I be able to live up to the expectations of my teachers, family and friends?”
- f. You may feel real reluctance to speak Japanese or to associate with people.

2. How to Cope with Culture Shock

Almost all foreigners in Japan must cope with culture shock to some degree. The following suggestions may be helpful:

a. **Maintain your perspective.** Remember that thousands of other foreign students have studied in Japan and have survived.

b. **Evaluate your expectations.** Your reactions to Japan will be products both of the way things are and the way you expected them to be. If you feel confused or disappointed about something, ask yourself: “What did I expect?” “Why?” “Was my expectation reasonable?” If you determine that your expectations were not completely reasonable, you can do much to reduce the amount of dissatisfaction---and unhappiness---that you feel.

c. **Keep an open mind.** People in Japan may do or say things that people in your country would not do or say. Try to understand that people act according to their own set of values, and that these values are born of a culture different from yours. Avoid evaluating Japanese behavior by the standards of your own culture.

d. **Do not withdraw.** Withdrawing to immerse yourself in your studies is not a good solution. You must face situations!

e. **Seek help.** If you continue to have personal adjustment problems, consult your academic advisor, friends or the staff of the Office of International Education

3. Reverse Culture Shock

Keep in mind that you may experience another case of culture shock when your stay in Japan ends and you return home. Some students find these adjustments even more painful and difficult than those they faced when they first arrived in Japan partly because they did not at all anticipate “reverse culture shock.” Be aware that re-entry anxieties exist and to seek counseling or at least an informal conversation with someone you trust can be helpful.

* The contents of “Culture Shock “were quoted from ACADEMIC YEAR IN JAPAN by the Japan-United States Educational Commission with permission.



VII. Others

a. Club List

Join KGU Club Activities!



There are many kinds of sports and cultural clubs and associations in KGU. The exchange students are encouraged to join the student clubs in order to interact with Japanese students. There are some more clubs other than the ones listed below.

Athletic Clubs <small>たいいくいいんかいしょぞく</small> 体育委員会所属	
1	Kendo 剣道部(けんどうぶ)
2	Judo 柔道部(じゅうどうぶ)
3	Karatedo 空手道部(からてどうぶ)
4	Kyudo (Japanese Archery) 弓道部(きゅうどうぶ)
5	Taekwondo テコンドー部
6	Handball ハンドボール部
7	Volleyball バレーボール部
8	Basketball バスケットボール部
9	Tennis テニス部
10	Soccer サッカー部
11	Baseball 野球部(やきゅうぶ)
12	Badminton バドミントン部

13	Table Tennis 卓球部(たつきゅうぶ)
14	Soft Ball ソフトボール部
15	Futsal フットサル部
16	Boating 漕艇部(そうていぶ)
17	Swimming 水泳部(すいえいぶ)
18	Track and Field 陸上競技部(りくじょうきょうぎぶ)

Cultural Clubs <small>ぶんかいいんかいしよぞく</small> 文化委員会所属	
1	Tea Ceremony 茶道部(さどうぶ)
2	Modern Folk Music モダンフォーク研究部(けんきゅうぶ)
3	Rock Music ロック同好会(どうこうかい)
4	Green Philharmonic Orchestra グリーンフィルハーモニック オーケストラ
5	Wind Orchestral 吹奏楽部(すいそうがくぶ)
6	Swing Music スイングバンド研究部(けんきゅうぶ)
7	Broadcasting 放送研究部(ほうそうけんきゅうぶ)
8	Arts 美術部(びじゅつぶ)

b. Medical Care & Medical Terms



There are two types of hospitals in Japan: general hospitals, consisting of many special departments, and specialized hospitals, consisting of a few number of departments.

Every hospital has its own reception and consultations hours. With the exception of dentists, appointments are not usually necessary to see a doctor on the first visit. If you have a health insurance certificate, take it with you. At the large, well-equipped general hospitals, you may have to wait for hours to see a doctor as these hospitals are crowded with a lot of patients.

The hospital process usually involves the following:

RECEPTION Visit the reception desk during the reception hours. In the first visit to a hospital during a given month, you will be asked to present your health insurance certificate. You will also be asked to briefly explain your symptoms. After signing in, sit down and wait until your name is called.

CONSULTATION When you see a doctor, you should explain your symptoms in detail. The "Medical Terms" that is written in the next page may be helpful when talking to a doctor.

PAYMENT AND MEDICATION After consulting a doctor, pay the required fee and pick up your medication. If you are given an examination card, called a *shinsastsu-ken*(診察券), you will have to present it at the reception desk on your next visit. You also have to ask the reception to issue a bill receipt with detailed statement.

HOSPITALS

Kumamoto City Hospital (*Kumamoto Shimin Byoin* 熊本市民病院)

Kumamoto-shi Higashi-ku Koto 1-1-60 TEL: 096-365-1711

Reception hours: 8:30AM to 11:00AM Consultation hours:

Weekdays: 8:30AM to 3:00PM

Closed: Saturdays, Sundays, holidays and Dec.29 to Jan.3.

The emergency room remains open Sundays, national holidays and evenings.

National Hospital Organization Kumamoto Medical Center

(*Kokuritsu-Byoin-Kikou-Kumamoto-Iryo-Center* 国立病院機構熊本医療センター)

Kumamoto-shi Chuo-ku Ninomaru 1-5 TEL: 096-353-6501

Kumamoto University Hospital

(*Kumamoto-Daigaku-Byoin* 熊本大学病院)

Kumamoto-shi Chuo-ku Honjo 1-1-1 TEL:096-344-2111

CLINICS

Internal diseases

***Sudo Kitano Clinic** (すどう・きたの医院)

Kumamoto-shi, Shinoe 1-5-13 TEL: 096-364-3635

Office hours: Mondays to Saturdays 9:00 AM – 1:00 PM,
2:00PM -6:00PM

Wednesdays and Saturdays 9:00 AM -1:00PM (Half Day)

Skin problems

***Suizenji Skin Hospital** (水前寺皮膚科医院)

Kumamoto-shi, Chuo-ku, Suizenji 2 TEL: 096-328-4551

Office hours: Mondays to Saturdays 9:00 AM - 12:00 PM
2:00PM - 6:00PM

Wednesdays and Saturdays 9:00AM - 12:00PM(Half Day)

Injury

***Kawahara Seikeigeka Clinic** (川原整形外科)

Kumamoto-shi, Shinoe 2-19-15 TEL: 096-362-2400

Office hours: Mondays-Saturdays 9:00AM-12:30 PM
2:00PM-6:00PM

Toothache

***Ueno Clinic** (上野歯科)

Kumamoto-shi, Oe 4-8-10 TEL: 096-364-8877

Office hours: Mondays-Saturdays 9:30AM-7:00PM
Thursdays 9:30AM-12:00PM (Half Day)

SYMPTOMS / AILMENTS

くしゃみ	Sneezing	ずつつ 頭痛	Headache	かふんしょう 花粉症	Hay Fever
はな 鼻づまり	Stuff and runny nose	せいりつう 生理痛	Menstrual Cramps	ないしゅっけつ 内出血	Internal Bleeding
あせ ひや汗	Cold Sweat	はいた 歯痛	Toothache	だぼく 打撲	Bruise
どんつう 鈍痛	Dull Pain	みみな 耳鳴り	Ringing Ear	こっせつ 骨折	Fracture
まんせい 慢性痛	Chronic Pain	ぜんそく ぜん息	Asthma	ねんざ ねんざ	Sprain
あま 我慢できない 痛み	Unbearable Pain	はっしん 発疹	Rash	やけど	Burn
えんしょう 炎症	Inflammation	アレルギー	Allergy	ちゅうどく 中毒	Poisoning
べんぴ 便秘	Constipation	アトピー	Atopic Dermatitis	かゆみ	Itchiness

医者(いしゃ)を呼(よ)んでください	Please call a doctor.
胸(むね)の写真(しゃしん)を撮(と)ってください	I would like to take an X-ray examination of the chest.
かぜ薬(ぐすり)をください	Do you have any medicine for a cold?
薬(ぐすり)のアレルギーがあるのですが	I am allergic to some medicine.
何回(なんかい)この薬(ぐすり)を飲(の)むのですか?	How often do I have to take this medicine?
入院(にゅいん)が必要(ひつよう)ですか?	Do I have to enter hospital?
調子(ちょうし)がよくありません	I don't feel well.
体(からだ)がだるいです	I feel weak.
寒気(さむけ)がします	I have a chill.
めまいがします	I feel dizzy.
熱(ねつ)があります	I have a fever.
吐(は)き気(け)がします	I feel nausea.
血(ち)を吐(は)きました	I vomited blood.
気絶(きぜつ)しました	I fainted.
意識(いしき)をなくしました	I lost my consciousness.
ここが痛(いた)みます	I have a pain here.
頭(あたま)が痛(いた)いです	I have a headache.
耳鳴(みみな)りがします	I have a ringing in the ear.
鼻(はな)がつまります	My nose is blocked.
痰(せき)が出(で)ます	I have sputum.
せきが止(と)まりません	I have a constant cough.
のどが腫(は)れて痛(いた)いです	My throat is swollen and painful.
食欲(しょくよく)がありません	I have no appetite.
胃(い)がキリキリ痛(いた)みます	I have a gripping.
下痢(げり)をしています	I have diarrhea.
頭(あたま)を打(う)ちました	I bumped my head.
目(め)に何(なに)か入(はい)ったみたいです	I have got something in my eye(s).
痛(いた)くて目(め)が開(あ)けられません	My eyes are so sore that I can't open them.
目(め)がかゆいです	My eyes are itchy.
目(め)が疲(つか)れます	My eyes are tired.
右腕(みぎうで)がしびれます	My right arm is numb.
ぎっくり腰(ごし)になりました	I have strained my back.
手(て)にやけどをしました	I have burned my hand.

MEMO

