Chairperson of Division	Supervaisor

(Form No. 9)

Notification of Overseas Travel

Date: year_____month_____day_____

To: The Dean, Graduate School of Agriculture

Faculty_____ Division_____

Graduate School_____ Department_____

Year admitted/Transferred:_____ Year of study_____

Student ID No. | | | | | — | | | — | | | | |

Name_____ Signature / Official seal_____

Address_____

Zip code_____ (Mobile) Phone_____

E-Mail _____

I hereby present notification that I will travel overseas, as described below:

(1) Purpose: *(Please select one of the following. If you select No. 10, please provide further details)*

1. Leisure 2. Visit home / Exstracurricular activities 3. Language study 4. Study

5. Internship(*) 6. Japan overseas cooperation volunteers 7. Research 8. Fieldwork

9. Academic meeting 10. Other _____

11. Joint Degree / Double Degree

**Choose Internship only if you intend to have working experience.*

(2) Period: FROM year_____month_____day_____ / TO year_____month_____day_____

(3) Destination(s): _____

** In case you visit more than one country and your purpose falls into any of 3 to 10 above, please attach Form No.9-a for each destination.*

(4) Hosting institution: _____

(5) Program name: _____

**Please attach any relevant documents describing the program contents.*

(6) Scholarships, Sponsors, etc.: _____

(7) Please choose one of the following: _____

1. I intend to earn academic credits at the host institution during this trip.

2. I intend to earn academic credits at Kyoto University during this trip.

3. I do not intend to earn academic credits during this trip.

(8) Emergency contact in Japan during period of travel:

Name_____ Relationship_____ Telephone No. _____

(9) Contact details during period of travel:

Address_____ Telephone No._____

E-Mail_____ Passport No. _____

(10) Travel insurance:

Name of company_____ Insurance No._____

【事務使用欄／For Official Use】

交流協定・覚書	休学	DD/JD	緊急事故支援保険等

(Division Office)