

専攻長	指導教員

(Form No. 9)

## Notification of Overseas Travel

Date: year \_\_\_\_\_ month \_\_\_\_\_ day \_\_\_\_\_

To: The Dean, Graduate School of Agriculture

Graduate School of Agriculture Division \_\_\_\_\_

Graduate School \_\_\_\_\_ Department \_\_\_\_\_

Year admitted/Transferred: \_\_\_\_\_ Year of study \_\_\_\_\_

Student ID No. 

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Name \_\_\_\_\_ Signature / Official seal \_\_\_\_\_  
(Please write by hand.)

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 / Extracurricular 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 country: \_\_\_\_\_

Destination area/city: \_\_\_\_\_

*\* 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. which finance this travel: \_\_\_\_\_

(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. \_\_\_\_\_

☐ Joined I-RAC    ☐ Not joined I-RAC (private travel only)

*As for the traveling overseas for purposes of conference, research, fieldwork or study abroad, your laboratory joins I-RAC\* crisis management system for you. In order for your laboratory to join the I-RAC, you need to join an overseas traveling insurance first and notify your laboratory. Note that I-RAC is not an overseas traveling insurance to cover your medical costs in case of an accident. This is to make crisis management and to take necessary actions in cooperation with university, embassy, medical center and your traveling insurance company.*

(11) Security Export Control

\*Please answer the following questions only if your purpose of travel falls under 4 to 11 in (1) Purpose.

- ① Please check "Yes" if you transfer technologies to residents living overseas during overseas trip. Even if you bring out technologies, please check "No" in case of your own use or in the scope of technologies presented at an academic conference which sets no audience qualifications.

☐ Yes / ☐ No

- ② Please check "Yes" if you send goods or hand-carry them such as research equipment, measuring instruments or materials other than personal computers, tablet computers, digital cameras, video cameras, voice recorders, mobile phones, smartphones and/or smartwatches.

☐ Yes / ☐ No

【事務使用欄】

交流協定・覚書	休学	D D / J D	緊急事故支援保険等

(専攻事務室 )