

1. 卒業または退学する留学生のみなさんへ(日本から出国する場合)

Important Notices for international students who will leave Japan after graduation/ withdrawal
(to find employment or enroll in a country other than Japan)

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International Education and Student Mobility Division,
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- 本学では、「出入国管理及び難民認定法第19条の17」に基づき、外国人留学生の在留資格を管理しています。在留資格に関連する情報に変更があれば、必ず「KULASIS」を経由して「KUIESM」にアクセスし(ECS-ID 使用)、システム上の情報を更新してください。
Kyoto University manages the status of residence of each international student based on Article 19-17 of the Immigration Control and Refugee Recognition Act.
If there is any change in the information related to their status of residence, international students must access “KUIESM” system via KULASIS (using ECS-ID) and update the information of status of residence on this.
- 本紙は在留資格「留学」の留学生を主に対象としています。「留学」以外の場合は、在留カードの住居地を管轄する出入国在留管理局へ確認してください。
This information is mainly for international students with “Student” (Ryugaku) status of residence. International students with a status of residence other than “Student,” must confirm the necessary procedures with the Regional Immigration Services Bureau for their area of residence.

■ 在留資格に関する手続きについて Procedures relating to status of residence

1. 出国までの準備と、在留資格「留学」→「短期滞在」への変更について *1
Preparation before leaving Japan, and change of status of residence from “Student” to “Temporary Visitor” *1

- 卒業(修了)・研究指導認定退学の留学生:
正規生は、アンケート「進路状況調査」へもれなく回答してください。
International students who will graduate from the university or complete a doctoral program with no degree awarded:
If you are a regular student, please answer all questions in the Career Path Survey.

退学する留学生:
所属部局の教務担当掛へ、「出国予定日・退学後の住所・連絡先、目的地(国)、進路等」を報告してください。
International students who will withdraw from the university:
Please inform the educational affairs section of your department about your scheduled date of departure, address and contact details after withdrawal from the university, destination country, career path, etc.
- 京都大学を「卒業(修了)・退学等」により、「留学生の身分を終了」する人が、帰国のための準備などで、日本にしばらく滞在する場合は、「留学」から「短期滞在」へ在留資格の変更を行ってください。*1
If international students, who will lose their “Student” status of residence due to graduation or withdrawal from Kyoto University, will continue to stay in Japan (even for a short period to prepare for leaving), **they must change their status of residence from “Student” to “Temporary Visitor.”** *1

*1 但し、在学時の在留資格「留学」の在留期限が、すでに出国準備に十分な期間(30日程度を目安)を有している場合は、「留学」→「短期滞在」への在留資格変更は不要です。しかし、あくまで本来必要な在留資格変更を省略しただけであり、**自由に活動してよい期間ではありません。できるだけ速やかに出国準備を完了し、出国してください。**
*1 If sufficient time (approximately 30 days) remains before the term of validity for your “Student” status of residence will expire, you do not need to change your status of residence from “Student” to “Temporary Visitor.”
However, that does not mean that you are permitted to freely engage in any activities that are usually permitted by your visa. Please make preparations for your departure quickly and leave Japan within the permitted time.
- また、卒業(修了)前に在留期限が来る場合は、期間が短くとも原則「留学」の期間更新となりますが、個々の事情によるため、まず住居地を管轄する出入国在留管理局へ相談してください。新しい在留資格が付与されたら、卒業(修了)・退学等の間近であっても、すみやかに「KUIESM」システムに登録してください(必須)。
If your “Student” status of residence will expire prior to your graduation, you must, as a general rule, extend the term of validity of the “Student” status of residence. If, however, you have special circumstances, please consult with the Regional Immigration Services Bureau for your area of residence.
Please note: In such cases, even if you will soon graduate or withdraw from the university, you must register your new status of residence information in the “KUIESM” system. (Mandatory)



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- 卒業(修了)・退学等の後も、在留資格「留学」のまま日本に滞在を続けた場合、強制退去・刑事罰の対象となります(本学を卒業(修了)・退学等した時点で、在留資格「留学」を保有する該当性を失なったと見なされるため)。卒業(修了)・退学等した後の在留資格「留学」の残り期間は、【在留期限まで日本に滞在してよい権利ではない】ことに注意して、在留資格「短期滞在」に変更するか、可能な限りすみやかに出国し、在留資格「留学」を放棄してください。
→ 「3. 出国と在留カード返却」を参照

If you continue to stay in Japan with “Student” status of residence after graduating or withdrawing from the university, you may be subject to deportation or criminal charges (as you will lose the eligibility for “Student” status of residence at the time of graduating or withdrawing from the university). Please note that even if there is time remaining in the validity period of your “Student” status of residence after graduation or withdrawal from the university, that does not mean that you are eligible to stay in Japan until the expiration date of the status of residence. In this case, you must change your status of residence to “Temporary Visitor” or leave Japan as soon as possible to relinquish your “Student” status of residence

→ see 「3. Return of your embarkation card and residence card」

- ▲ 注意: 出国準備のために、在留資格「留学」の残る期間を利用する場合でも、在学中に許可されていた「資格外活動許可」等は、卒業(修了)・退学等により無効となります。
- ▲ Note: Even if you are allowed for the remaining term of validity of your “Student” status of residence to prepare for leaving Japan, any work permits that you have obtained will become invalid when you graduate or withdraw from the university.
- アルバイト等の終了について、在学中のうちに雇用先と相談してください。
Please consult with part-time job employers prior to graduating or withdrawing from the university to terminate employment.
- 卒業(修了)・退学等の後もアルバイト等を継続する場合は、就労が可能な在留資格への変更が必要です。
If you wish to continue working after graduating or withdrawing from the university, you must change your status of residence to one which allows you to work. "

詳細は、在留カードの住居地を管轄する出入国在留管理局へ確認してください。

For more details, please consult with the Regional Immigration Services Bureau for your area of residence.

☑ 【出入国在留管理庁・管轄、分担区域】【Immigration Services Agency of Japan: Organization and structure】

<https://www.moj.go.jp/isa/about/region/index.html>

*Select a language from the "Language Selection Panel" in the lower left corner of the Japanese page.

☑ 【在留資格の取消し(入管法第 22 条の 4)】

【Procedure for revocation of status of residence (Immigration Control Act, Article 22-4)】

https://www.moj.go.jp/isa/applications/procedures/torikeshi_00002.html

*Select a language from the "Language Selection Panel" in the lower left corner of the Japanese page.

2. 所属機関離脱の届出 (在留カードを持つ中長期在留者のみ)

Submission of a “Notification of leaving the affiliated organization”
(only for mid- to long-term residents with a residence card)

- 京都大学の「留学生」の身分を終了してから 14 日以内に、「所属機関からの離脱」について、在留カードの住居地を管轄する出入国在留管理局へ届け出てください。(窓口・郵送・オンラインで届出可能です)
As a general rule, within 14 days of the date on which your “Student” status of residence as a student of Kyoto University ends, you must submit a “Notification of leaving the affiliated organization” to the Regional Immigration Services Bureau for your area of residence. (You can submit the notification directly to the office in person, by post, or online.)

ただし、京都大学での「留学生」としての活動終了後、すぐに出国する場合には、出国港の出国審査時に在留カードを返納すれば、この手続きは不要です。

→ 「3. 出国と在留カード返却」を参照

The above procedure is not required if you will leave Japan immediately upon completion of your activities as an international student at Kyoto University and return your residence card at the immigration check at the port of departure.

→ see 「3. Return of your embarkation card and residence card」



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3. 出国と在留カード返却 (在留カードを持つ中長期在留者のみ)

Return of your embarkation card and residence card (only for mid- to long-term residents with a residence card)

- 出国時、空港等の出入国港で、出国カードと一緒に在留カードを返却してください。
Please return your embarkation card and residence card at the port of departure (airport, etc.) when leaving Japan.

▲ 注意: 実際の「卒業(修了)・退学日等」より前に、京都大学での学修期間を終了し出国した(日本にもう戻る必要がない)場合は、出国港で係官に「卒業(終了)・退学等により日本に戻ることはない」旨を申告の上、在留カードを返却し、在留資格を放棄してください。

※日本に戻る必要がない場合、在留資格「みなし再入国許可/再入国許可」を申請しないでください。

▲ Note: If you will leave Japan before graduation/withdrawal date, upon completion of your activities as an international student at Kyoto University, you should declare “need not return to Japan (as an international student)” and return your residence card at the immigration check at the port of departure.

*In this case, neither “special re-entry permission” nor “re-entry permission” will be granted.

4. 一時出国中に京都大学を卒業(修了)・退学等した場合の、有効な在留資格「留学」の管理 (在留カードを持つ中長期在留者のみ)

Relinquishment of valid “Student” status of residence in the case of graduation or withdrawal from Kyoto University while you are not in Japan (only for mid- to long-term residents with a residence card).

- 再度入国するつもりで一時出国し、有効な在留資格「留学」を保有したまま、その後やむを得ず京都大学を卒業(修了)・退学等で離脱した場合、許可期限内は、国外からは在留資格を「放棄」することができません。

在留資格が失効した日から起算して14日以内に、国外から郵送で在留カードを返納してください。

If you leave Japan temporarily with the intention of reentering Japan, but graduate or withdraw from Kyoto University with a valid “Student” status of residence while abroad, you could not relinquish your “Student” status of residence from abroad within validity period.

In this case, you will be required to return your residence card by post to the Commissioner of the Immigration Services Agency from the country in which you are staying, within 14 days **from the day that your status of residence becomes invalid**.

■ 【在留カード等の返納について】

【procedure for return of a residence card】

https://www.moj.go.jp/isa/applications/procedures/nyuukokukanri10_00020.html

*Select a language from the "Language Selection Panel" in the lower left corner of the Japanese page.

- 京都大学を卒業(修了)・退学等した後は、在留資格「留学」の有効期限内でも、原則、観光等の私的な目的での入国・滞在に利用しないでください。

As a general rule, You do not use your remaining term of validity of your “Student” status of residence to return to Japan for your personal/entertainment activities (such as “sightseeing trip”) after graduation or withdrawal from Kyoto University.



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生活に関する諸手続の完了 Completion of other necessary procedures

以下を参考に、自身が滞在中に利用したサービスの解約等の手続きを行ってください。

Please complete all other necessary procedures relating to daily life, such as the cancellation of services you are using.

☑ 【京都大学 HP>教育・学生支援>京都大学に在籍する留学生の方へ>日本で留学生活>帰国に際して】
【Kyoto University(website): Returning after completing a program】

日本語: <https://www.kyoto-u.ac.jp/ja/education-campus/students2/campus/back>

English: <https://www.kyoto-u.ac.jp/en/current/going-back-after-completing-a-program>

- 水道局・ガス・電気、携帯電話、インターネット回線等: 各会社に退去日を伝え、料金を精算する。
Utilities (water, gas, and electricity) mobile phone, internet connection, etc. :
Please contact each company to cancel the service and settle the fees.
- 銀行口座・郵便口座(※日本に戻る予定がない場合): 振込みや支払いの予定がすべて完了した後、通帳とカードを金融機関窓口を持参し解約手続きを行う
Bank account (if you are not planning to return to Japan in the future.): After completing all necessary bank transfers and payments, take your passbook and bank card to your bank to close your account.

▲ 注意: 奨学金・給与の支給、各種精算金の還付、クレジットカードや公共料金・通信費の支払い等すべての「振込・支払」の前に解約すると、支給・支払いができなくなります。解約前に出国する場合は、銀行等に事前に手続を確認してください。

▲ Note: If you close your bank account before completing all necessary bank transfers and payments (such as those for scholarships, salaries, refunds, credit cards, utility charges, and communication expenses), you will become unable to receive or pay them. If you need to leave Japan before closing your bank account, please confirm the necessary procedures in advance with the bank.

- 京都大学生協の脱退(※加入者のみ)
Withdrawal from the Kyoto University Co-op (*members of Kyoto University Co-op only)
- 学生教育研究災害傷害保険、京都大学生協の学生賠償責任保険(※原則全員)・火災共済等、自身が契約している各種保険の脱退(※加入者のみ)
Cancellation of the Personal Accident Insurance for Students Pursuing Education and Research (Gakkensai), Personal Liability Insurance for Students (Gakubai) (*all students, in principle), Kyoto University Co-op Mutual Insurance for Fire, and other insurance policies (*if applicable)

市・区役所 At the city/ward office:

- 「転出届」の届出 Submit a "Moving-out Notification"

▲ 注意: この届出を行わないと、日本に居住していると見なされ、税金の支払いが発生することがあります。

▲ Note: When leaving Japan without submitting this notification, you are considered as a resident of Japan and Japanese taxpayer.

- マイナンバー通知カードまたはマイナンバーカードの返納 Return your notification card or My Number card.

▲ 注意: 今後日本に戻る予定がある場合は、その旨窓口に申し出→「返納」スタンプ押印後返却されるので、次回来日時に持参すれば再利用できます。

▲ Note: If you are planning to return to Japan in the future: If you inform it to the office, a seal of "Returned" will be affixed on the card and it will be returned to you. Be sure to bring the card with you when you return to Japan.

- 国民健康保険: 帰国数日前に国民健康保険証を返却し、保険料を精算する
National Health Insurance: Return your national health insurance card a few days before the date of your departure from Japan and settle the premiums.
- 国民年金: 脱退する場合は、脱退一時金を請求(※加入者のみ)
National Pension Plan: Request a lump-sum withdrawal payment if you want to withdraw from the plan. (*Members of the National Pension Plan only.)

☑ 【脱退一時金(だったいいちじきん) 日本からはなれるときにもらうことができるお金】
【Lump-sum Withdrawal Payments】

<https://www.nenkin.go.jp/international/japanese-system/withdrawalpayment/index.html>

