

GSPIA International Experience

STUDENT EXCHANGE PROGRAM AT KOBE UNIVERSITY

In 2014, the University of Ottawa signed a student mobility agreement with Kobe University in Japan, which allows **four University of Ottawa students**, selected by the Graduate School of Public and International Affairs (GSPIA), to participate in a student exchange program at Kobe University. The exchange takes place during the fall term of the second year of the Master's in Public and International Affairs program (PIA program).

It is important to note that the start and end dates of the fall terms at the University of Ottawa and at Kobe University do not match. Specifically, the fall term at Kobe University begins in early October and ends in February. Please check the [Kobe University academic calendar](#) for more information.

Number of spots: There are four spots, which are open to all University of Ottawa students. The GSPIA selection committee reserves the right to eliminate applications that do not meet the selection criteria and the requirements of the Master's in Public and International Affairs program.

Deadline to submit applications: January 10, at 3:30 p.m. Applications must be sent to the GSPIA by email (api@uOttawa.ca).

Applications: With their application, students must include a C.V. (two-page maximum) and a letter of interest that describes their reasons for applying and the benefits they hope to gain by taking part in this exchange. Students who submit applications that are incomplete or late will be not be considered. Absolutely all applicants must be registered for their capstone seminar during the winter term of their first year of the master's program.

Selection process: A merit-based competitive process will be applied to select students for this exchange. Three GSPIA professors will examine the applications to select the participating students, based on the students' academic achievements, motivation, anticipated benefits and ability to complete the PIA master's program within the accepted timeframe. The selection committee members reserve the right to conduct interviews, but only if they consider such interviews necessary for an adequate selection process. Only candidates who have taken the capstone seminar during the winter term of their first year of the master's program will be considered.

PIA electives: Given that the Kobe University fall term overlaps the University of Ottawa fall and winter terms, students considering this exchange are strongly encouraged to register for an elective course during the spring/summer term of their first year in the GSPIA program so that they can complete the PIA program on time.

Selected applicants announced: The names of those applicants who have been selected will normally be announced in late January of the year preceding the exchange. The selection committee reserves the right to postpone this announcement as circumstances dictate.

Tuition fees: Exchange students will pay University of Ottawa tuition fees as if they were attending uOttawa.

Financial support and immigration issues: The International Office provides a mobility scholarship of \$1000 to exchange students.

The GSPIA does not provide financial support. Therefore, students must cover the cost of their exchange and purchase airfare, find housing, resolve any day-to-day issues and purchase medical and accident insurance. Students will also need to make arrangements to obtain the immigration documents they require.

University housing: A limited number of places are available for international students at the [Kobe University International Residence](#). Students must apply directly to Kobe University and space is limited.

Exchange process steps: Once selected, students must take the [steps required by the International Office](#).

Length of the exchange: The exchange is for one term, namely during the fall term of the second year of the GSPIA program. The start and end dates of the exchange are those of Kobe University's fall term, specifically from October to February.

Number of authorized courses: Students may take a maximum of three courses at Kobe University. These courses must all be graduate-level courses and each must require a minimum of 1,325 minutes of contact. However, students may request permission to take undergraduate courses on the Japanese political system or other courses in addition to their graduate-level courses. The Coordinator, Graduate Studies reserves the right to refuse any exceptions that are not justified or that do not fulfill the requirements of the PIA program.

Course approval: Course selections must be approved by the GSPIA Coordinator, Graduate Studies. To obtain this approval, students must provide the coordinator with course outlines and detailed course descriptions, along with the number of hours (or minutes) of contact. This information must be sent in by email no later than one week before the deadline for submissions set by the International Office. Students may submit a maximum of five courses for approval and then choose three approved course from among the five submitted (unless an exception is granted).

Satisfying PIA program requirements: At the time of registration for the Kobe University courses, the student must have completed all core PIA courses, a capstone seminar, and an elective course. The PIA program coordinator reserves the right to deny participation in the exchange program if these requirements are not met.

Conversion of course credits: Students who pass three courses of 1,325 minutes each at Kobe University will be credited with six credits (two 3-credit courses), which will count towards the PIA program. Given that the Kobe University academic calendar does not match that of the University of Ottawa, we strongly recommend that students take an elective course during the spring/summer term of the first year of the PIA program (in addition to the two electives in the winter term) in order to complete their program on time.

Combining international experiences: Students may wish to combine their international experiences in the following manner:

An international student exchange (Paris or Kobe or another international exchange arranged through the International Office);

plus a summer school course (Oxford or Jerusalem or another summer school);

plus an international work term (internship at a Canadian embassy or internship at the Washington Center);

for a *maximum* of three international experiences.

Applying for both Kobe and Paris: Students may apply for both exchanges. They must submit complete applications for each exchange. For information purposes only, students who are applying for both must indicate which destination is their first choice in both letters of interest. The selection committee reserves the right to deny the student's first choice. Even though students may apply for both exchanges, these two exchange programs cannot be combined.

Applying for Kobe and for another uOttawa exchange program: Students may apply for the Kobe program and for another uOttawa exchange program, but must submit a complete application for each exchange. Students who apply for two programs must indicate, for information purposes only, which of the two programs is their first choice in the letter of interest included in their Kobe application. Even though students may apply for two exchanges, these two exchange programs may not be combined.