Written Oath

To: Dean of the Faculty/Graduate School of Economics

I hereby certify that I will strictly adhere to the rules and regulations, and code of conduct specified below regarding my application for and participation in the 2027 Academic Year Keio University Faculty/Graduate School of Economics Student Exchange Program (hereinafter called “the Program”). If I am in breach of any of the items listed below, I understand and accept that I may have my qualification to participate in the Program or the support from Keio University revoked.

The applicant/participant shall:

- ☐ be sure to thoroughly read and understand the Application Guidelines for Keio University Faculty/Graduate School of Economics Student Exchange Program (Outbound) and the websites of each partner institution at the time of making an application.
- ☐ understand that withdrawal from the Program is not possible once they are accepted as a candidate, unless the reason for withdrawal is duly regarded as reasonable by Keio University. The student shall also understand that they will not be able to re-apply to the Program if the reason for withdrawal is not duly regarded as reasonable by the university.
- ☐ understand that being nominated as a candidate for the Program does not guarantee admission into a partner university, and that depending on the circumstances of the partner university, thier admission may not be accepted.
- ☐ understand the financial implications of participating in the Program. The student shall apply for the Program with the guarantor’s (financial supporter’s) prior consent as well as the guarantor’s signature on this document. The student shall complete all necessary payments (tuition fee for Keio University, Overseas Travel Insurance fees, any advance payments required by the host university, etc.) by the specified date.
- ☐ have registered for the Overseas Travel Insurance and for the Crisis Management Support Service specified by Keio University for the entire period of the Program, from the day of departure from Japan to the day of arrival back to Japan. The student shall also register for a separate insurance plan in the host country if required by the host university or if required for a visa, even if they have already registered with the insurance plan specified by Keio University.
- ☐ maintain good mental and physical health for the duration of the Program. If the student has any medical conditions that required attention, they shall note this in their application, and they should report the matter promptly to Keio University if any health problems has arisen after their candidacy is confirmed.
- ☐ keep in mind that they are being sent as a representative of Keio University and thus study diligently and act with the dignity and pride befitting a Keio University student (*Jukusei*).
- ☐ remain devoted to their studies during their time on the Program. The student may not participate in internships during the academic term while studying abroad, except for those that are part of their official coursework. Moreover, as a rule, working part-time jobs during the academic term while studying abroad is not permitted, except for jobs offered on-campus (such as TA or event staff jobs).
- ☐ understand that the Faculty/Graduate School of Economics will not accept any requests from exchange students who wish to shorten their study abroad period at their own discretion or return to Japan early for personal reasons (including to participate in an internship or attend job interviews). Moreover, the student may not return to Japan until they have completed their semester-end examinations or any other assignments (e.g., reports), even if classes have ended. The student should take this point into consideration when planning their program of study (i.e., for advancement/graduation).
- ☐ complete the Program over the study abroad period stipulated by the host university, return promptly to Japan, and recommence studies at Keio University at the end of this period. The student should also understand that they will not be permitted to extend their study abroad period.
- ☐ adhere to the laws and ordinances of the host country and region as well as the rules and regulations set forth by the host university and Keio University. The student shall also not do anything contrary to the social order of the host country.
- ☐ be responsible for their own actions. The student shall be fully aware that Keio University and its affiliates shall not be held liable for damages or other consequences caused by accidents beyond its control, such as natural disasters, terrorism, or accidents related to transportation (such as air travel); by other artificial, unforeseeable accidents; or by incidents that are deliberately caused by the student or are the outcome of the student’s gross negligence (including accidents stemming from pre-existing medical conditions).
- ☐ be fully aware that depending on the safety and conditions of the country (region) in which the host university is located, Keio University may cancel the Program, postpone the Program, or summon the student back to Japan. If such circumstances arise, the student shall act promptly and accordingly under the instructions of Keio University.
- ☐ understand that if the Program is cancelled due to the reasons stipulated in the preceding item, they are responsible for all related expenses including fees for

obtaining air tickets, cancellation fees for accommodation facilities, and any other additional expenses that arise.

- ☐ understand that the transfer of course credits obtained at the host university is not guaranteed and that such a transfer depends on the discretion of the undergraduate faculty or graduate school to which the student belongs to.
- ☐ understand that if the danger level (or infectious disease risk level) set by the Ministry of Foreign Affairs is at or higher level 2 ("please stop all non-urgent and unnecessary travel") for the country or region in which the host university is located, the student will not be permitted to participate in the Student Exchange Program (Outbound).
- ☐ carefully confirm in advance all the procedures required for participation in the Program (e.g., preparation and submission of the paperwork required by the host university, acquisition of a passport and visa, study abroad and return to studies procedures required at the Faculty or Graduate School the student is affiliated to at Keio University, procedures for transferring credits earned, payment of fees associated with the participation in the Program, arrangement of accommodation and insurance coverage, etc.). The student shall bear sole responsibility for making all such arrangements.
- ☐ be fully aware that if the host university and/or Keio University has arranged accommodation for the student in the host country during the study abroad period, they must reside at the specified location. If there is no such arrangement, the student shall be responsible for arranging their own accommodation.
- ☐ submit all required reports (online submission of reports and submission of study abroad reports) without delay.
- ☐ understand and agree that personal information will be disclosed to and used by third parties— the Faculty or Graduate School the student is affiliated to, the Academic Affairs Group and the International Relations Group in the Office of Student Services, the insurance company, the company providing the Crisis Management Support Service specified by Keio University, and relevant government agencies and offices—in cases where there is a need to deal with an accident or crisis, communicate with the guarantor, or settle administrative matters.
- ☐ agree that any personal information regarding grades at the host university and information pertaining to the student's daily life in the host country will be disclosed to Keio University by the host university for administrative purposes, as well as for ensuring the student's safety.
- ☐ agree to cooperate with Keio University for publications and events hosted by the university (writing about or presenting the student's study abroad experience, helping out at Study Abroad fairs, etc.)
- ☐ be fully aware that both Keio University and the host university reserve the right to revoke the student's qualification to participate in this Program if the student is deemed inadequate as an exchange student or the student has violated items stipulated in this Written Oath before or during the study abroad period; all fees and expenses incurred from such a revocation shall be borne by the student.

Date: (yy/mm/dd)

Faculty/Graduate School

(Student ID Number) ( )

Student's Name

(Please check all the checkboxes and place your signature in the field below.)

Student's Signature

(Must be completed by the student in their own handwriting.)

I, as guarantor, agree to the above items, and ensure that the student will comply with the regulations describe in this Written Oath.

Date: (yy/mm/dd)

Guarantor's Name

Guarantor's Signature

(Must be completed by the guarantor in their own handwriting.)