京都外国語大学
Kyoto University of Foreign Studies

# Declaration and Terms & Conditions

When you apply for Kyoto Intensive Japanese Program (Summer/Winter) at Kyoto University of Foreign Studies (KUFS), you must agree to this declaration and terms & conditions.

## Declaration

**1. Program Participant Declaration of Health and Disclaimer**

I hereby certify that I am of good health for participating in the program. I understand the risks involved in traveling to a foreign country and will take full responsibility for my own personal health and security.

**2. Program Participant Declaration and Pledge**

As a program participant, I hereby pledge that:

1. For the duration of the program, I will conduct myself with the awareness that I am a program participant, follow the instructions given by the KUFS faculty, staff, and the program coordinators, and follow Japanese law.
2. I understand the outline and aim of the program and I will attend all of my designated classes and activities as scheduled except in case of illness or emergency.
3. I will abide by the rules and regulations of my residential facility.
4. I understand that violation of any of the items 1-3 above is reason for dismissal from the program.

## Terms and Conditions

**1.Cancellation & Refunds**

If a participant withdraws from the program, the following refund and cancellation policy will be applied.

**[Refund & Cancellation Policy]**

1-1. A full refund will be issued for cancellations received by December 10, 2026 (the payment deadline).
1-2. A 50% refund will be issued for cancellations received between December 11 and December 25, 2026.
1-3. No refund will be issued for cancellations received within four weeks of the program start date.
*Any transaction fees incurred will be deducted from the refund balance.

The following cases are deemed as cancellation. Under any of the following condition, the refund will not be granted.
2-1. If required documents are not submitted by the designated date.
2-2. If required payment is not made by the designated date.

2-3. If applicant does not respond to requests sent by KUFS by given deadline.
2-4. If KUFS finds the submitted documents are incorrect, altered and incomplete.
2-5. If KUFS finds that an applicant is unsuitable or has an inappropriate attitude for the program after their arrival in Japan.

## 2. Travel insurance

Program participants are responsible for their own travel insurance for the duration of the program. The insurance should include the following coverages: medical expenses, emergency medical evacuation, repatriation coverage, and personal liability coverage.

## 3. Medication and Medical Needs

Program participants are responsible for any special medications and/or supplies that are regularly used.

## 4. Changes to or Cancelation of the Program (or Parts Thereof)

KUFS reserves the right to not offer a refund of program costs if the program is cancelled due to circumstances beyond the university's control. Please also note that in such case, KUFS cannot be held responsible for hotel, travel or any other expenses incurred as a result.

## 5. Privacy Policy

KUFS will not use your personal information for any purposes other than the program. KUFS will not share or sell your personal information to other agencies except for the necessary program procedures (e.g. arrangement of accommodation and activities).

## 6. Promotional Photography

KUFS reserves the right to photograph program participants and use these photos for future promotional purposes. Program participants who wish not to be photographed must inform program staff at the beginning of the program.

## 7. Governing Law and Jurisdiction

These terms and conditions shall be governed by, construed and enforced in accordance with the laws of Japan. Any and all disputes arising here from or in connection herewith shall be exclusively submitted to and finally resolved by Japanese competent courts.