

Kyoto University has adopted the following policy regarding overseas travel, etc.

Revised portions indicated in blue

1. Overseas Travel

- Kyoto University has established criteria to determine whether or not faculty/staff members and students shall be permitted to travel abroad during the COVID-19 pandemic. The final decision regarding such travel is made by the authorized persons in the relevant faculty/department. Additionally, in the case of travel by students, if the infectious disease warning level for the destination country is set at Level 3, then special exceptions can be made with regards to the criteria. Such exemptions are also made at the discretion of the authorized persons in the relevant faculty/department. In the case of faculty and staff members, the criteria stipulate factors to be considered if the infectious disease warning level for the destination country is set at Level 2 or 3.
- The overseas travel safety information, travel warnings, and infectious disease warnings issued by Japan's Ministry of Foreign Affairs (MOFA) and each country's COVID-19 prevention measures are constantly changing. Therefore, please confirm the updated information frequently—not only when deciding whether or not to travel, but also before and during any travel undertaken.
- Even in the case of overseas travel for personal purposes, including travel for research, sightseeing, or returning home, it is recommended to confirm the safety information for the destination and make appropriate decisions regarding the planned travel based on these criteria.

【Criteria for overseas travel permission (partial excerpt)】

March 23, 2018, Management Council, International Strategy Office

Travel advice/warnings issued by the MOFA (including warnings regarding infectious diseases)	Students	Faculty and staff members
Level 2	Not permitted (in principle) However, travel is permitted if it is deemed necessary and there are reasonable grounds to proceed with the travel.	Requires consideration Travel is permitted if there are reasonable grounds. <i>*See below for factors to be considered during the COVID-19 pandemic.</i>
Level 3	Not permitted <i>*See below for details of the special exceptions that can be made regarding the criteria if the infectious disease warning level for the destination country is set at Level 3.</i>	Not permitted (in principle) However, travel is permitted if it is deemed necessary and there are reasonable grounds to proceed with the travel. <i>*See below for factors to be considered during the COVID-19 pandemic.</i>

Students

Special exceptions that can be made to the criteria for travel permission during the COVID-19 pandemic (exceptions made at the discretion of the authorized persons in the relevant faculty/department)

- As announced in the notice titled "Kyoto University's criteria for travel permission for study abroad through an inter-university student exchange agreement during the novel coronavirus pandemic" (issued on March 14, 2022), from April 1, 2022, study abroad through an inter-university student exchange agreement to countries/regions with a MOFA infectious disease warning of Level 2 or 3 may be permitted as an exception if it is deemed necessary, and if there are reasonable grounds to proceed with the travel. In such cases there are no restrictions on the duration of the stay abroad. For more details, please contact the International Education and Student Mobility Division (IESMD). (Email: 840kikaku-kanri@mail2.adm.kyoto-u.ac.jp [please change *to @])
Note: the implementation of short-term study abroad programs overseen by the IESMD shall be permitted in consideration of the individual factors for each program.
- The same criteria as above may apply to study abroad through an inter-faculty student exchange agreement etc. The person authorized to permit study abroad must make a decision regarding the travel in accordance with the criteria specified in the notice above, and, if permission is granted, must ensure that all possible measures to ensure safety are taken in accordance with the safety measures specified in the same notice.

Faculty and staff members

Factors to be considered when determining whether to grant travel permission during the COVID-19 pandemic

Regarding travel by faculty and staff members, based on the university's Criteria for Overseas Travel Permission, a "requires consideration" instruction applies to countries/regions for which the MOFA has issued an infectious disease warning of level 2, and a "travel not permitted in principle" instruction applies to countries/regions with a warning of Level 3. Travel permission for persons who need to travel overseas must be decided based on careful consideration of all relevant factors, including the following:

- ① Whether or not the travel is unavoidable for work-related reasons
- ② Whether or not transportation to the destination (including domestic transportation) is available.
- ③ Whether or not it may be difficult to complete the planned education/research activities due to travel or activity restrictions imposed at the destination.
- ④ Whether or not the infection or security situations in the destination are worsening.
- ⑤ Whether or not appropriate quarantine measures are taken in the destination country and at the host institution.
- ⑥ Whether or not there is a system to cooperate with relevant local organizations, and in particular, a communication system in the case of emergency.
- ⑦ Whether or not it is possible to secure daily necessities at the destination.
- ⑧ Whether or not it may be difficult to receive proper medical care for a novel coronavirus infection or other illnesses due to an insufficient local health care system.
- ⑨ (For foreign nationals) Whether or not re-entry restrictions have been imposed by the Japanese government.
- ⑩ Whether or not the persons' work will be negatively impacted by the required periods of self-quarantine in the destination country and in Japan after their return.

2. Overseas travel safety during the novel coronavirus pandemic

In addition to the usual safety measures required for overseas travel, persons who need to travel overseas during the novel coronavirus pandemic must ensure that they take all possible safety measures relating to the virus, including the detailed measures below.

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Entry/activity restrictions

①	Confirm whether or not there are any entry restrictions, and/or suspension of visa issue.	
②	Prepare the necessary documents for entry, including visas, negative COVID-19 test result, and/or COVID-19 vaccination certificate.	
③	Confirm the regulations/requirements stipulated by the relevant airline companies (presentation of negative COVID-19 test result, mandatory wearing of mask, etc.)	
④	Confirm whether or not it is necessary to receive a COVID-19 detection test upon arrival, and/or self quarantine upon entry.	
⑤	Confirm whether there are any travel restrictions or suspension of public transport services (including domestic flights), and ensure safety during transportation.	
⑥	Confirm whether or not it may be difficult to complete the planned education/research activities due to local lockdowns or activity restrictions.	
⑦	Confirm the regulations in force to prevent the spread of the novel coronavirus in the destination country, such as suspensions of business, bans on meetings, requirements for wearing a face mask, requirements for presenting a COVID-19 vaccination certificate at hospitals, restaurants, and other facilities, etc.	
⑧	(If you have not received a COVID-19 vaccination) Confirm airline boarding restrictions, restrictions on entry to the destination countries, entry restrictions at destination institutions, event participation restrictions, and restrictions on the use of facilities, including stores, hospitals, restaurants, and public facilities.	

Safety measures to confirm before departure

⑨	Confirm the required virus prevention and safety measures based on the latest information on the spread of infection and other safety information about the destination provided by the MOFA and the relevant local authorities.	
⑩	Confirm and share information regarding the following: <ul style="list-style-type: none"> ➢ Public COVID-19 consultation services at the destination ➢ Local organizations that cases of infection must be reported to ➢ Emergency contacts ➢ Clinics that can provide novel coronavirus consultation and treatment to international patients ➢ Contact details of the relevant embassy and consulate ➢ Requirements regarding room disinfection and other local requirements. 	
⑪	In consultation with the relevant local authorities, create a list or manual of procedures to be taken at the destination and in Japan if travelers are infected (or are suspected to be infected) with the novel coronavirus.	
⑫	Confirm the safety measures in the leaflet " Safe Travels Abroad " including the section "Measures to prevent infectious diseases that spread internationally."	
⑬	Purchase overseas travel insurance with unlimited coverage for medical treatment and rescue expenses. Confirm that the insurance covers medical treatment expenses for novel coronavirus infection. In some countries, travelers are required to present proof of insurance or a certificate of insurance that clearly states that the insurance covers COVID-19-related medical and rescue expenses.	
⑭	Prepare face masks, a thermometer, disinfectants, etc., to prevent infection. Prepare food and daily goods in case of lockdown and/or activity restrictions.	

Safety measures while abroad

⑮	Communicate with relevant local authorities, and university staff in Japan on a regular basis to report the health and safety.	
⑯	Persons who experience symptoms such as a fever or coughing while abroad should contact the public consultation services available at the destination, seek medical care at a local clinic, and report the examination results to their department immediately.	

Preparation before returning to Japan

⑰	Secure your flight and means of transportation to the airport as soon as possible, as the number of international flights is often reduced.	
⑱	Confirm the latest border control measures enforced in Japan. MOFA: Border measures to prevent the spread of novel coronavirus (COVID-19)	
⑲	Receive a COVID-19 detection test, and obtain a negative test result certificate which satisfies the criteria required by the Japanese government.	
⑳	Prepare for a long wait at the airport in Japan (including items such as drinks, snacks, and warm clothes), as quarantine procedures may take several hours.	

Postponing or cancelling travel

Persons authorized to grant permission for travel for university-related work or for participation in university programs must prioritize the safety of the persons who will undertake the travel, and must instruct them to postpone the travel, cancel the travel, or return to Japan, if appropriate, including in cases such as the following:

- If the travelers may not be able to return to Japan due to travel restrictions, border closures, and/or suspension of flight services.
- If daily life may become difficult, or it may become difficult to complete the planned education/research activities due to a local lockdown or activity restrictions.
- If it may be difficult to receive proper medical care for novel coronavirus infection or other illnesses due to an insufficient local health care system.

3. If you are traveling (or returning) to Japan from overseas

① Before departure, confirm the latest border controls and strengthened quarantine measures implemented by the Japanese government.

Upon arrival, travelers must:

- Submit the required negative COVID-19 test result, written pledge, COVID-19 vaccination certificates (for three doses, if applicable), and the questionnaire (QR code)
- Receive a COVID-19 detection test
- Self-quarantine in accordance with government requirements
- Refrain from using public transport services in accordance with government requirements. Note: Travelers may be permitted to use public transport to travel from the airport to the self-quarantine location, provided the use is within 24 hours of the COVID-19 detection test received at the airport and the shortest possible route is used.
- Install the required smartphone applications, including a location recording app

*Quarantine period is counted from day after their date of entry into Japan.

For reference: MOFA [Border enforcement measures to prevent the spread of novel coronavirus \(COVID-19\)](#)
[Phased Measures for Resuming Cross-Border Travel](#)

Note: Different quarantine measures shall be applied to newly-arriving international students and researchers. Please be sure to confirm the instructions provided by the university before departure.

② Please immediately report the following information to your department of affiliation: the countries in which you have stayed, the date of your arrival in Japan, your health condition at the time of your arrival in Japan (whether or not you have a fever, cough, sore throat, shortness of breath, general malaise, or diarrhea, and whether you have taken medicine for a fever or cough, etc.). If you have symptoms such as a fever or cough upon arrival in Japan, please be sure to report it to a quarantine officer at the airport.

③ 【If you are required to self-quarantine】

- Please self quarantine at home or a hotel as designated by the government, unless you must go out due to unavoidable circumstances, such as visiting a hospital. During the self-quarantine period, please do not enter the university. Students are required to study at home, and faculty and staff members are required to work from home.
- During the self-quarantine period, please be sure to monitor your health for any symptoms as designated by the government: fever, coughing, sore throat, shortness of breath, general malaise, diarrhea, etc. Please submit the health status report recording your physical condition and temperature to the university.

Note: the university provides the following system:

[Centralized reporting system and information sharing to monitor the health status of students, faculty, and staff returning/traveling to Japan from overseas](#) (accessible only by faculty and staff members)

- After completing the self-quarantine, please submit a copy of the notice sent by the Health Monitoring Center for Overseas Entrants (HCO) that verifies completion of the self-quarantine period and the health status report to your department of affiliation by email.

【If you are exempted from self-quarantine】

- Please report that you are exempted from self-quarantine, and submit your COVID-19 vaccination certificates (three doses) , and health status report (for the entry date only) to your department of affiliation by email.

④ If you have any symptoms, please do not go directly to a medical facility in person. First, be sure to contact a nearby hospital or a consultation service and follow their instructions. Please also report the matter to your department and the university clinic (075-753-2405) and continue to keep them updated of the situation.

⑤ If a student, faculty member, or staff member is confirmed to be infected with the novel coronavirus (or has symptoms similar those of the novel coronavirus), please follow the procedures described in "[Procedures to be Followed if a Student, Faculty Member, or Staff Member is Confirmed as Infected with the Novel Coronavirus.](#)"

Consultation Services

- Ministry of Health, Labor and Welfare: 0120-565653 (Japanese only, toll free, 9:00–21:00)
- Japan Visitor Hotline: 050-3816-2787 (English, Chinese, Korean and Japanese, available 24 hours per day, Japan National Tourism Organization)
- Kyoto COVID-19 Medical Consultation Center: 075-414-5487 (Japanese, English, Chinese, Korean, Portuguese, Spanish, available 24 hours per day, Vietnamese (10:00–20:00), Thai (9:00–18:00))

Note 1: If you have symptoms such as a fever while staying in Kyoto, please consult a local clinic by telephone. If you cannot contact a local clinic due to it being a holiday or late at night, please call the Kyoto COVID-19 Medical Consultation Center.

Note 2: Residents of other prefectures should contact the relevant consultation service or nearest Public Health Center.

Links

- [Kyoto University Health Service](#)
- Ministry of Education, Culture, Sports, Science and Technology (MEXT): [Responses to the novel coronavirus infection](#) (in Japanese)
- Ministry of Foreign Affairs of Japan (MOFA)
[Overseas Travel Safety Information](#) (in Japanese)
[Status of the Novel Coronavirus in each country or region](#) (in Japanese)
[Entry and activity restrictions imposed on travelers from Japan by country or region](#) (in Japanese)
- Website of the Office of the Prime Minister of Japan
Measures we can take to prevent new coronavirus infections: [Japanese](#), [English](#), [Chinese](#)
- Website of Japan's Ministry of Health, Labour and Welfare (MHLW):
Information on the novel coronavirus infection: [Japanese](#), [English](#), [Chinese](#), [COVID-19 Multilingual Guide](#)
- Quarantine Information Office (FORTH): [Information Regarding the Novel Coronavirus](#) (in Japanese)
- World Health Organization (WHO): [Coronavirus](#)
- Kyoto Prefecture Website: Information on the novel coronavirus infection: [Japanese](#), [English](#), [Chinese](#), [Vietnamese](#)
- [Kyoto City Official Website](#) (in Japanese)

Contact: intl_kiki_kanri * mail2.adm.kyoto-u.ac.jp (Please replace * with @)

(Regarding this notice) Risk Management Section, General Affairs Department

(Regarding overseas travel permission and entry procedures) Overseas Center Section, International Affairs Division

(International education and student affairs) International Education and Student Mobility Division