年　　　　　月　　　　　日　　提出

Submit date: Year/ Month/ Day/

一時出国及び再入国届

Notification of Temporary Leave and Re-entry to Japan

※提出前に必ず指導教員に相談し、確認を受けること。

\*Be sure to consult with your supervisor for confirmation before submission.

|  |  |  |  |
| --- | --- | --- | --- |
| 学籍番号Student ID number |  | 氏名Name |  |
| 渡航先国名Country of destination |  |
| 渡航目的Purpose of Visit |  |
| 日本出国日Departure date from Japan |  | 日本入国日Arrival date in Japan |  |
| 滞在先住所Address of your stay |  |
| TEL＊ |  | E-mail＊ |  |
| 在留期限＊＊The expiration date of residence |  |

＊海外滞在中連絡が取れる緊急連絡先を記入してください。

＊Fill in Emergency contact number and E-mail where our office can reach you during your stay abroad.

＊＊在留カード所持者のみ記入してください。

＊＊ Fill in the expiration date of residence only for residence card holders.

|  |  |
| --- | --- |
| 指導教員確認Supervisor's check | □ |

注意：必ず確認してください！

1．長期間日本を離れる場合は、滞在先でも指導教員と連絡を取れるようにしておくこと。

2．渡航前に下記ウェブサイトを参考に必要な手続きをすること。

<https://www.kanazawa-u.ac.jp/global-network/studyabroad/risk-management/for-student-jp/>

3．みなし再入国許可により出国する場合は、在留期限に注意し、出国時に在留カードを必ず掲示すること。

NOTICE : Be sure to review the following instructions

1. If you are leaving Japan for long term, keep your supervisor posted.

2. Follow the necessary procedures before traveling abroad by referring to the following websites. <https://www.kanazawa-u.ac.jp/global-network/studyabroad/risk-management/for-student-en/>

3. If you reenter Japan by a special re-entry permit system, you should keep in mind your expiration of your period of stay and be sure to present your residence card at departure.