

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

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 (deans, directors, etc.) 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. [Procedures have been established for travel to countries with warning levels of 1 or 2. For details, please see “Overseas travel during the COVID-19 Pandemic” \(for students, P2\).](#)
 - 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 (See P2). Travel to countries with a warning of level 1 is “permitted (in principle),” provided sufficient caution is taken with regards to the COVID-19 risks, and the items in section 2 (P3) “Overseas travel safety during the novel coronavirus pandemic” are strictly observed.
- 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 1 Exercise caution	Permitted (in principle) However, travel is not permitted if there are any reasonable grounds to cancel it. *See P2 for details of the necessary procedures required prior to travel during the COVID-19 pandemic.	Permitted (in principle) However, travel is not permitted if there are any reasonable grounds to cancel it.
Level 2 Avoid non-essential travel	Not permitted (in principle) However, travel is permitted if it is deemed necessary and there are reasonable grounds to proceed with the travel. *See P2 for details of the necessary procedures required prior to travel during the COVID-19 pandemic.	Requires consideration Travel is permitted if there are reasonable grounds. *See P2 for factors to be considered during the COVID-19 pandemic.
Level 3 Avoid all travel (cancellation of travel recommended)	Not permitted *See P2 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.	Not permitted (in principle) However, travel is permitted if it is deemed necessary and there are reasonable grounds to proceed with the travel. *See P2 for factors to be considered during the COVID-19 pandemic.

Travel advice/warnings issued by MOFA (including infectious disease warnings) are available [at this link](#) (available in Japanese only)

- 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, accessible by faculty and staff members only), 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. 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.

Travel to countries with a warning of level 1 is "permitted (in principle)"; however, during the COVID-19 pandemic, the relevant administrative office must confirm that the travel plan complies with "[Kyoto University's criteria for travel permission for study abroad through an inter-university student exchange agreement to countries/regions with a MOFA infectious disease warning of Level 1 during the novel coronavirus pandemic](#)" (issued on June 22, 2022, accessible by faculty and staff members only), and that there are no particular safety concerns.

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 @])

- 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 notices above, and, if permission is granted, ensure that all possible safety measures are taken in accordance with the specifications in the same notices.

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.

check



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 (including family, embassy or consulate-general, travel insurance company) ➢ Clinics that can provide novel coronavirus consultation and treatment to international patients ➢ 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	Incidents of crime are on the increase, including theft, robbery, fraud, shootings, and hate crimes. While traveling, be sure to observe the following basic safety measures: <ul style="list-style-type: none"> ➢ Refrain from going out alone or at night. Avoid traveling to dangerous regions and areas. ➢ Be careful not to become involved in any trouble caused by a careless remarks or behavior. ➢ If you feel that you are in any danger, try to leave the situation immediately and ensure your safety. ➢ If you get involved in any trouble, report it to the local police, and ask the local embassy or consulate-general for help if necessary. 	

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 may be reduced.	
⑱	Confirm the latest border control measures enforced in Japan. MOFA: Border measures to prevent the spread of novel coronavirus (COVID-19)	
⑲	There have been cases in which students, faculty, and staff members have tested positive for COVID-19 in tests conducted immediately before their return to Japan, and were forced to postpone their return trip. Therefore, please take due caution to prevent infection, especially before returning to Japan.	
⑳	Receive a COVID-19 detection test, and obtain a negative test result certificate which satisfies the criteria required by the Japanese government.	
㉑	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.	

If you experience COVID-19 symptoms, test positive for COVID-19, or come into close contact while abroad

Persons who experience COVID-19 symptoms, test positive for COVID-19, or come into close contact with an infected person while abroad, should follow the procedures below.

① Medical consultation / insurance procedures	<ul style="list-style-type: none">● Contact the public consultation services available at the destination, your travel insurance company, the relevant embassy/consulate-general, and seek medical care at a local clinic if necessary (These contacts should have been confirmed prior to departure, in accordance with item 2. ⑩, above).● Request your travel insurance company to arrange or inform you of an available clinic (cashless payment recommended), an interpreter (if necessary), and consult them regarding the expenses claims for treatment, accommodation, COVID-19 detection tests, transportation, airline ticket changes, etc.
② Report / request assistance	<ul style="list-style-type: none">● Report your health status and other circumstances to your emergency contacts, including your family, department of affiliation at Kyoto University, relevant embassy/consulate-general, and request assistance if required. Embassies and consulates-general can provide 24-hour assistance in the event of emergencies.● For details of the report that must be made to your department of affiliation at Kyoto University, please see the notice "Procedures to be Followed if a Student, Faculty Member, or Staff Member is Confirmed as Infected with the Novel Coronavirus."
③ If the issues occur immediately prior to departure	<p>If you are required to postpone your return trip (e.g., if you test positive for COVID-19, or are identified as having had close contact immediately before leaving the country), the following procedures are required in addition to ① and ②:</p> <ul style="list-style-type: none">A) Extend your travel insurance periodB) Secure accommodation to recuperate/self-quarantine. Note: the additional accommodation cost may be covered by your travel insurance.C) Cancel or change your return flight. Note: the cost of the ticket change or repurchase may be covered by your travel insurance.D) Confirm whether you require a visa extensionE) Obtain a "fit to fly" or COVID-19 recovery certificate from a medical institution and/or the relevant embassy/consulate-general if necessary (required if you have recovered from COVID-19, but continue to test positive in COVID-19 tests).

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. Currently, different quarantine measures are applied depending on the country/region in which the traveler has stayed during the 14 days prior to their date of entry to Japan (classified as "Red", "Yellow," or "Blue"), and whether or not they carry a valid COVID-19 vaccination certificate. For details of the country/region classifications, please see [the list provided by the MHLW](#).

Upon arrival, travelers must:

- Submit the required negative COVID-19 test result.
- Submit the questionnaire (QR code).
- Submit the written pledge (if required to self-quarantine).
- Install the required smartphone applications, including a location recording app (if required to self-quarantine).
- Submit the COVID-19 vaccination certificates (for three doses, if applicable).
- Receive a COVID-19 detection test (if applicable).
- Self-quarantine in accordance with government requirements (if applicable). Please note that the quarantine period is counted from day after their date of entry into Japan.
- Refrain from using public transport services in accordance with government requirements (if applicable). However, 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.

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

Notes:

- It is highly recommended to use [Fast Track](#) and [Visit Japan Web](#) to pre-register quarantine and immigrant information to save time at the airport.
- 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 (using form No.1) 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 (form No.1) 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 the health status report (form No.1, for the entry date only) to your department of affiliation by email.

Note: Regardless of whether self-quarantine is required or exempted, entrants are required to monitor their health status, including their body temperature, for the first **10 days after entry**.

- 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 [Health Care Office](#) (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:
 - COVID-19 consultation service (toll free, Japanese, [English](#), [Chinese](#), and [Korean](#) 9:00–21:00, [Thai](#) 9:00–18:00, [Vietnamese](#) 10:00–19:00,) [0120-565653](tel:0120-565653)
 - [Consultation service on border control measures](#) (Japanese, [English](#), [Chinese](#), and [Korean](#) 9:00–21:00) [050-1751-2158](tel:050-1751-2158), [050-1741-8558](tel:050-1741-8558)
 - [Health Monitoring Center for Overseas Entrants \(HCO\)](#) (Japanese and [English](#) 9:00–18:00) [03-6757-1038](tel:03-6757-1038)
- Japan Visitor Hotline: (English, Chinese, Korean and Japanese, available 24 hours per day, Japan National Tourism Organization) [050-3816-2787](tel:050-3816-2787)
- Kyoto COVID-19 Medical Consultation Center: (Japanese, English, Chinese, Korean, Portuguese, Spanish, available 24 hours per day, Vietnamese (10:00–20:00), Thai (9:00–18:00)) [075-414-5487](tel:075-414-5487)

Notes

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

Links

- [Kyoto University Occupational Welfare Division \(Health Care Office\)](#)
- 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