**Overview of Language Training Support**

1. Objective

The purpose of this program is to improve the international communication abilities of Leadership Program students and to support more than two weeks of language training.

2. Applicant Qualifications

This applies to program students enrolled in the Leadership Program.

3. Period of Travel

As a rule, the training period is more than two weeks, beginning each year between April and March of following year. This program provided by the office of International Affairs or University CO-OP.

4. Financial Support

This is limited to ¥200,000 per trip.

5. Scope of Financial Support

The scope of aid is considered to be travel expenses requisite of a business trip (travel expenses, lodging, and visa fees) and issued according to Hokkaido University’s travel expense policies.

Travel expense policy: http: //www.hokudai.ac.jp/jimuk/reiki/reiki\_honbun/u0100482001.html

6. Application Period

The timing of application is undecided and the number of positions are few.

7. Reporting

Students receiving support are required to submit a report (Form 2) within one month of completing travel abroad. Photographs are recommended to be included in the report. The contents are needed confirmation by student’s supervisor.

8. Applications

　Submit applications (Form 1). In principle, deadlines for submissions are six weeks prior to departure.

9. Selection

1) The Student Services Committee determines selection.

2) Notification of acceptance or rejection will be sent to the applicant and their faculty supervisor by e-mail.

10. Expenses

Associated expenses will be allocated as Leadership Program expenses.

11. Other

Obtain travel insurance prior to travel.

12. How to Submit an Application and Report

These documents should be uploaded to the application/report submission management system (https://lp-missions.sci.hokudai.ac.jp/) as a single file in the specified file format.