

# OIST

# Research Intern Program

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Student Affairs Section

Updated: December 2024



# Supports for Research Interns

- **Accommodation:** Shared & Furnished On Campus Housing
- **Research Intern Allowance:** Per-diem payment 2,400 JPY/day
- **Insurance:** Please check page 7 –10
- **Travel Expenses:** One direct round-trip travel
- **Commuting Allowance:** OIST Shuttle Bus Service
- **Acquisition of Certificate of Eligibility (CoE) for your visa application**  
\*Financial support may be adjusted depending on situation if an intern brings their own research funds or travel grants.



# Internship Information

**Please read Research Intern part (5.6.2. Research Interns) in OIST Policy Library.**

<https://www.oist.jp/policy-library/5.6>

<https://groups.oist.jp/grad/special-student-policies>

**Research Site:** Onna-son, Okinawa Japan

**Working Days:** Mon, Tue, Wed, Thu, Fri (excluding holidays) Weekdays 9:00-17:30 (12:00-13:00 Lunch Break)

## Leave

### 2.6. Leave

Research Interns may take unpaid leave during the internship provided. Leave must be approved by the supervisor and Research Interns must submit a leave notice. Leave should not in any way hinder research activities.

## Visa Status

Those who have “cultural activities” visa which is valid for 3 months, you CANNOT re-enter Japan without re-entry permit. **If you wish to go abroad while you are in OIST, please consult with us first before you start arranging your trip.**

## Your Return Flight

Arrival date and departure date to/ from Okinawa are set by OIST to be close as possible to your internship term and will be confirmed prior to flight arrangement. As such, student must leave Okinawa after your internship period ends and you may not extend your stay nor arrive earlier than set date.



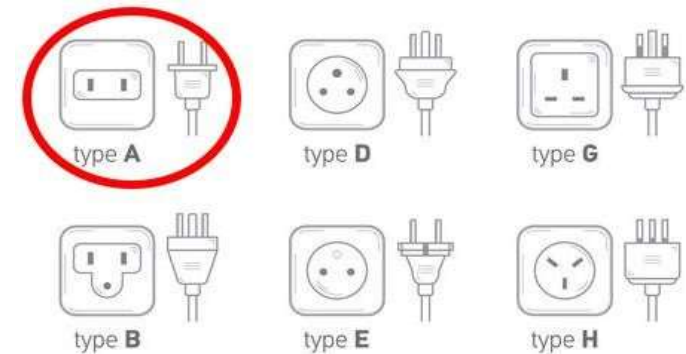
# Accommodation

<https://groups.oist.jp/bfm/oist-accommodation-special-students>

Research interns will be provided shared & furnished on-campus housing during the internship period. **There will be possibility OIST request you to move to a different room due to the room availability.**



Electricity: The AC outlet in Okinawa is 100 volts/60 Hz, and Type A. Please bring a plug adaptor and a voltage converter if necessary.



# Internship Allowance

## ➤ Internship Allowance:

OIST will provide 2,400 Japanese Yen\* (JPY) per workday.

\*Basically taxable 20.42%(Non-resident), 10.21%(Resident), but currently no taxes are imposed.

## ➤ Payment day:

Earliest schedule is the end of the **following month**.

(Nearly two months after your first day at OIST) \*Payment schedule is subject to change

## ➤ Payment method:

Wire transfer to your bank account in your home country, **NOT** paid in cash.

\* Please note it usually takes 1 week for wire transfer.

## \*Please bring at least two months' worth of living expenses in Japanese yen.

- Average living expenses is 50,000 JPY/ month.
- Around Onna village you might find it difficult to exchange foreign currency. Please convert the money before arrival to Okinawa.



**Do not forget to prepare  
Japanese Cash!**



# Internship Allowance

The internship allowance will be paid directly to your bank account in your home country directly. Once you receive "**OIST guest registration**" e-mail, please provide your bank information.

## **【About bank account】**

- The bank account has to be **under your name**.  
OIST does not pay the allowance to someone else's bank account.
- Please note that **basically it is NOT possible to open a Japanese bank account with a short term stay status in Japan**.
- **Please check if your bank can receive wire transfer from Japan and the cash card is acceptable at Japanese banks before you come to Japan, otherwise OIST cannot pay the allowance.**
- It is recommended that you bring several bank account information/ cash cards/ credit cards with you when you come to Okinawa just in case.



# ATMs in Japan

You might be able to withdraw cash from following ATMs by using your foreign ATM card. For the details, please check each banks' website and your foreign bank as well. (There is one local bank ATM on campus, but international transaction is not available.)

## Japan Post Bank ATM

- International ATM Service (In English):

[http://www.jp-bank.japanpost.jp/en/ias/en\\_ias\\_index.html](http://www.jp-bank.japanpost.jp/en/ias/en_ias_index.html)



## AEON Bank

- International ATM Service (In Japanese):

[http://www.aeonbank.co.jp/atm/card/securities\\_credit/oversea/](http://www.aeonbank.co.jp/atm/card/securities_credit/oversea/)



## ATM at Japanese convenience stores

Below links are in English

- **Family mart** : [https://www.family.co.jp/for\\_tourist/en.html](https://www.family.co.jp/for_tourist/en.html)
- **Seven-Eleven** : <https://www.sevenbank.co.jp/intlcard/index2.html>
- **Lawson** : <https://www.lawson.co.jp/service/others/in/lang/en.html>



# Insurances

## 1. Travel Insurance

(OIST will provide)

## 2. National Health Insurance

(For RIs who will stay more than 3 months in Japan. Insurance fee is at RI's cost.)

## 3. Student Insurance for injury and liability “Gakkensai, Gakenbai”

(OIST will provide)

If you will bring any medicine, including over-the-counter, and/or medical equipment, **please make sure to contact our "Health Center" in advance: [health@oist.jp](mailto:health@oist.jp)**





# ① Travel Insurance (inbound)

When OIST provides a round-trip ticket to Research Interns/ Visiting Research Students (RI/ VRS), RI/ VRS will be covered by **travel insurance**.

If OIST doesn't provide a round-trip ticket, RI/ VRS HAVE TO provide OIST a proof of insurance BEFORE arrival at OIST.

## 補償の概要

### Summary of Coverage

傷害死亡	1,000万円
Injury Death	¥10,000,000-
傷害後遺障害	1,000万円
Injury Residual Disability	¥10,000,000-
疾病死亡	1,000万円
Sickness Death	¥10,000,000-
治療・救援費用	無制限
Medical & Rescuer Expenses	Unlimited Amount
賠償責任	1億円
Liability	¥100,000,000-
携行品損害	10万円
Damaged Baggage	¥100,000-
航空機寄託手荷物	10万円
Flight Expense for Delayed Baggage	¥100,000-
航空機遅延	2万円
Flight Delay Expenses	¥20,000-

- Please note that when you see a doctor, you will need cash to pay for medical fee at first and then you can claim for the insurance company. This travel insurance only covers illnesses and injuries that started during your RI/ VRS program.
- This insurance does **NOT cover your chronic disease**.
- If you are not satisfied with the coverage (see the chart on the left), it is your responsibility to bring suitable health insurance/ liability coverage. If you get your own insurance by yourself, please contact [gs-relocation@oist.jp](mailto:gs-relocation@oist.jp).
- Since the insurance company review and decide the claim, you may not receive 100 % of its claims.



## ② National Health Insurance

(NHI; also known as "Kokuho")

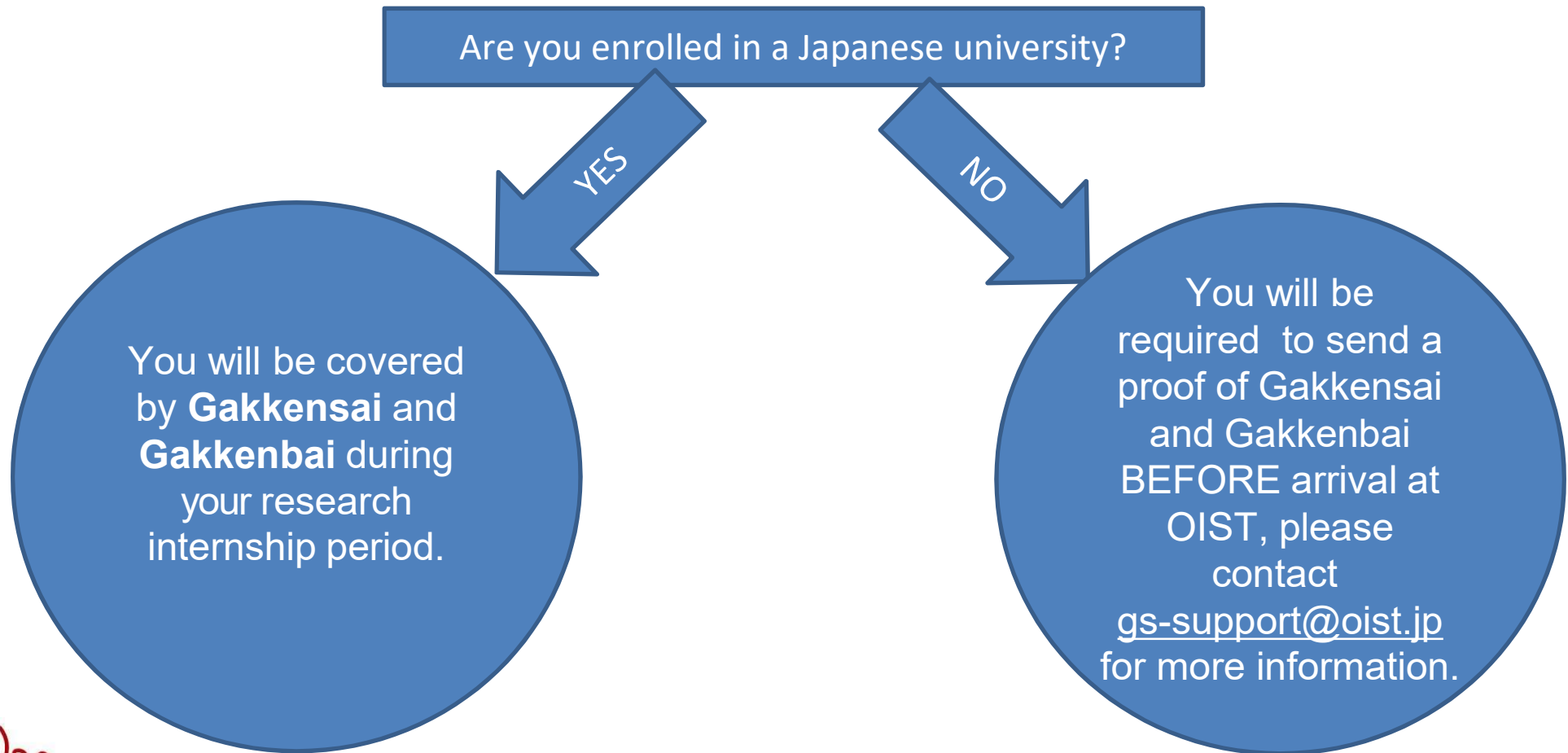
**This is for** "Cultural Activity" Visa holders who is going to stay at OIST more than three months.

- You are required to have this insurance when you register at Municipal Office.
- National Health Insurance coverage is retroactively applied back to the date of entry to Japan at the Municipal office.
- 70% of the total medical cost is covered by the National Health Insurance, and you will need to pay 30% of the total medical bill.
- **You are required to pay 1,000 JPY -1,500 JPY per month.**
- The National Health Insurance program has a system for refunding medical expenses that exceed your individual limit if your medical costs in a single month are high. In addition, if you need to be hospitalized, etc., you can apply for and receive an eligibility certificate that entitles you to receive the ceiling amount in advance. This will allow you to keep the amount you pay at the hospital to your individual limit.
- You MAY claim Travel Insurance for 30 % you paid.
- Last insurance fee should be adjusted at the time of deregistration.



# 3. Gakkensai / Gakkenbai

What is Gakkensai and Gakkenbai : Insurances covering students against unexpected accidents in the course of their educational and research activities.



# Living in Japan

Onna-village is a local tourist town, just about a one hour ride away from Naha. Public transportation is limited; however, you can enjoy beautiful nature. There are some sites which contain useful information of living Okinawa, Japan! Visit to find out more about Onna village and Okinawa,

- OIST Resource Center <https://groups.oist.jp/resource-center>
  - Driving in Japan : <https://groups.oist.jp/resource-center/drivers-license-related>
  - SIM Card : <https://groups.oist.jp/resource-center/short-term-sim-card>
  
- **Onna Village:** <http://www.vill.onna.okinawa.jp.e.abe.hp.transer.com/index.php>
- **Okinawa Story:** <http://en.okinawastory.jp/>
- **Bus Map Okinawa:** [http://www.kotsu-okinawa.org/en/map\\_ap\\_exp.html](http://www.kotsu-okinawa.org/en/map_ap_exp.html)
- **Japan Guide.com:** <http://www.japan-guide.com/>



# What is Available at OIST

**1. OIST Library**

**2. OIST GYM**

**3. OIST Shuttle Bus**

**4. TIDA**

- OIST community internal Website. You will find lots of useful information

**5. OIST Clubs**

- If you are interested in joining OIST clubs, there are many to activities to choose

**Looking forward to seeing  
you soon in Okinawa!**

**Graduate School  
Student Affairs Section**

