

# September 2024 Admission

Application Information for Transfer Students



## Contents

|     |  |    |
|-----|--|----|
| I   | Admission policy . . . . .   | 1  |
|     | Overview of September Admission for Transfer Students . . . . .                    | 2  |
| II  | Credits Confirmation Prior to Application . . . . .                                | 3  |
|     | Credit Approval and Required Years for Graduation . . . . .                        | 5  |
| III | Application Documents, Application Period, etc. . . . .                            | 6  |
|     | 1. Application Period . . . . .  | 6  |
|     | 2. Application Procedure . . . . .   | 6  |
|     | 3. Application Documents . . . . .   | 11 |
|     | 4. Where to Apply and Contact Information . . . . .                                | 13 |
|     | 5. Personal Information Policy . . . . .   | 13 |
| IV  | Admission Form for Examination . . . . .   | 14 |
| V   | Screening Process . . . . .  | 14 |
|     | 1. Exam Schedule . . . . .   | 14 |
|     | 2. Exam Location . . . . .   | 14 |
|     | 3. Interview . . . . .   | 14 |
|     | 4. Notes on the Examination . . . . .  | 14 |
| VI  | Announcement of Successful Applicants and Admission Procedures . . . . .           | 15 |
|     | 1. Date of Announcement . . . . .  | 15 |
|     | 2. Announcement Method . . . . .   | 15 |
|     | 3. Admission Procedures . . . . .  | 15 |
| VII | Others . . . . .   | 16 |
|     | 1. Prior Consultation for Applicants with Physical or Other Disabilities . . . . . | 16 |
|     | 2. Information on Examination Location, etc. . . . .                               | 16 |
|     | 3. First Year Payment, etc. . . . .  | 18 |
|     | 4. Study Abroad . . . . .  | 19 |

## **I Admission policy**

### **(1) Mission Statement**

With its innovative international liberal arts educational philosophy, Akita International University aspires to prepare students to be leaders in global society.

The International Liberal Arts education at AIU enables students to acquire a broad scope of knowledge and sharpen analytical thinking skills while gaining insight into various critical issues that are confronting the world and develop in them a global outlook, and equip them with the ability to communicate effectively in English and other languages.

AIU's International Liberal Arts education fosters self-realization; it opens minds, instills the will to act and develops a capacity to rise to the complex challenges of the times with integrity and discipline. AIU students learn to commit themselves to serving their local communities, their countries, and the world.

### **(2) Characteristics**

- From the perspective of an emphasis on education, we widely recruit faculty members with enthusiasm and capability for education from all over the world, regardless of nationality, age, or gender; all classes are conducted in English by the professors, about half of whom are foreigners.
- In order to acquire international vision and sense through cross-cultural experience, our students are obliged to study abroad for one year.  
In conjunction with this, a cosmopolitan educational environment and campus life are offered where foreign students gather from across the globe.
- As a university open to the world based on constant exchanges with the cross-cultural community, we deepen cooperation with universities/colleges around the world including 203 partner universities/colleges in 51 countries/regions (as of October, 2023).
- As a select few, our students are provided a whole person education by, for example, everyone being obliged to live in a dormitory for at least one year after admission.
- Akita International University is an ambitious university that gives the highest priority to educational power based on application of not only fixed-term system but also tenure system.

### **(3) Future Students**

At Akita International University, we want students who share our philosophy:

Successful applicants should be equipped with:

- A balanced basic academic competency across the broad fields of humanities, the natural and social sciences, as well as logical, critical and creative thinking skills, and an outstanding ability or experience in specific areas that they are enthusiastic about further developing within the scope of their learning.
- A strong interest and an inquiring mind toward global affairs including the nature of diverse cultures, languages, history and societies of the world based on their experiences in having studied abroad or participated in various international activities in and out of their countries.
- A strong desire to gain practical skills of foreign languages (especially English) and knowledge from a broad range of liberal-arts subjects.

## Overview of September Admission for Transfer Students

### Number of Students

2<sup>nd</sup> year : 1

3<sup>rd</sup> year : 1

### Application Qualifications

#### **【2<sup>nd</sup> Year Student】**

Applicants must meet one of the following educational requirement criteria, (A)~(D). (Those who have already been enrolled at AIU are not eligible for (A)~(C)).

- (A) Graduated from a university, a junior college or a technical college, or be expected to graduate from one of these educational institutions by the end of August 2024.
- (B) Completed two or more years of study at a higher vocational school (or the equivalent, as determined by the Minister of Education, Culture, Sports and Technology) by August 2024 (limited to those who have a University Entrance Examination Qualification, as regulated by the School Education Law, Article 90).
- (C) Be a registered student at a university for one year or more and received 30 or more credits by the end of August 2024.
- (D) Have attained the prescribed grade as a special non-degree-seeking student of Akita International University

#### **【3<sup>rd</sup> Year Student】**

Applicants must meet one of the following educational requirement criteria, (A)~(C).

(In principle, a student must have studied for the equivalent of two years or more at an English-medium institution of higher learning, of which one year was spent at an institution outside of Japan).

- (A) Graduated from a university, junior college, technical college, or expected to graduate from one of these educational institutions by the end of August 2024.
- (B) Completed two or more years of study at a higher vocational school (or the equivalent, as determined by the Minister of Education, Culture, Sports and Technology) by August 2024 (limited to those who have the University Entrance Examination Qualification, as regulated by the School Education Law, Article 90).
- (C) Be a registered student at a university for two years or more and received 60 or more credits by the end of August 2024.

### Application Requirements

#### (1) Language Ability

Must possess one of the following grades. (For exams with an expiration date, the score must be valid as of the last day of the application period.)

### **【2<sup>nd</sup> Year Student】**

71 points or higher on the TOEFL iBT<sup>®</sup> TEST, or 6.5 or higher on the IELTS<sup>™</sup>.

### **【3<sup>rd</sup> Year Student】**

79 points or higher on the TOEFL iBT<sup>®</sup> TEST, or 6.5 or higher on the IELTS<sup>™</sup>.

#### **■ Consideration of the current COVID-19 situation**

The following English language qualifications, which only fulfill the requirements for the 2023 entrance exam as a temporary measures of the COVID-19 situation, will not be accepted after the Academic Year 2024 entrance exam.

- TOEFL iBT<sup>®</sup> Home Edition
- IELTS<sup>™</sup> Indicator
- Computer-delivered IELTS (CD IELTS)

#### **(2) Residential Status**

Applicants who are not Japanese citizens or who do not have permanent residence status are requested to acquire a status of residence that has no obstacles to university enrollment according to the Immigration Control and Refugee Recognition Law in order to enter Japan by the end of August, 2024.

\*Applications that do not meet the above requirements (1) and (2) will not be accepted.

## **II Credits Confirmation Prior to Application**

We will confirm the content and number of credits for the courses you have already completed. Please prepare the following items ① through ⑦ and submit them as attachments to an email (ugrad@gl.aiu.ac.jp) by **Friday, January 5<sup>th</sup>, 2024.**

\*Those who have not completed the credit confirmation in advance will not be able to apply. Thus, please submit the following documents if you consider applying.

### **① University Transcripts**

Please contact your current (or graduated) university and submit the most recent transcripts (English in principle) as a PDF file.

### **② Syllabus for Completed Courses**

Please submit the syllabus in English as a PDF file one by one.

### **③ Documents Showing the Number of Class Hours**

ONLY if the number of credits is not listed on your transcript, please submit the document in either way.

- a) Contact your current (or graduated) university with the target information and submit the email reply from the university as a PDF file
- b) Provide the URL of the university website that shows the target information in an email

#### ④ Documents Showing the Grading Criteria

ONLY if the grading criteria as shown below is not described in your transcript, please submit the document in either way.

- a) Contact your current (or graduated) university with the target information and submit the email reply from the university as a PDF file
- b) Provide the URL of the university website that shows the target information in an email

#### Grade Definitions

| Grade (Definitions) | Score       | Grade Points |
|---------------------|-------------|--------------|
| A+                  | 100         | 4.00         |
| A (Excellent)       | 95–99       | 4.00         |
| A-                  | 90–94       | 3.70         |
| B+                  | 87–89       | 3.30         |
| B (Good)            | 83–86       | 3.00         |
| B-                  | 80–82       | 2.70         |
| C+                  | 77–79       | 2.30         |
| C (Satisfactory)    | 73 ~ 76     | 2.00         |
| C-                  | 70–72       | 1.70         |
| D+                  | 66–69       | 1.30         |
| D (Poor)            | 60–65       | 1.00         |
| F (Failure)         | 59 or lower | 0.00         |

#### ⑤ Documents Showing the Accreditation Body

Please submit the document in either way.

- a) Contact your current (or graduated) university with the target information and submit the email reply from the university as a PDF file
- b) Provide the URL of the university website that shows the target information in an email

\*The Japan University Accreditation Association and the Ministry of Education, Culture, Sports, Science, and Technology accredits Akita International University (from the university's website).

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## Quick Facts

As of Apr. 1, 2021

|                       |  |
|-----------------------|--|
| <b>Established:</b>   | April, 2004  |
| <b>English Name:</b>  | Akita International University (AIU)   |
| <b>Japanese Name:</b> | 国際教養大学 (Kokusai Kyoyo Daigaku)   |
| <b>Location:</b>      | See AIU on <a href="#">Google Maps</a>    |
| <b>Accreditation:</b> | AIU is a four-year undergraduate college with a graduate school, both of which are accredited by Japan University Accreditation Association, an accreditation organization designated by Ministry of Education, Culture, Sports, Science and Technology - Japan. |

**⑥ Basic Information About the University**

Only if you are (or were) a student at an overseas university, please contact the university with the following information and submit the email reply from the university as a PDF file.

- Type of degree (e.g., Bachelor’s degree/Associate degree)
- Whether the university uses ECTS in its credit system
- Number of credits required for graduation
- Number of credits required in a year
- Number of credits required per semester
- Number of years of study
- The semester system (e.g., 2 semester system / 3 quarter system / 4 term system)
- How many weeks are in a semester

**⑦ Table of Contents of the Textbook**

Only if you wish to receive credit for language courses, please submit a table of contents of the textbook for each course as a PDF.

**Credit Approval and Required Years for Graduation**

Regardless of a student’s year status when transferred, only credits with a grade corresponding to a “C-” or above by AIU standards (at least 70% of maximum credit in course assignments and exams) are transferrable. In addition, the number of credits in a course or courses transferred must be no less than the number of credits of the corresponding AIU course/courses. Maximum number of credits, including credits transferred from other universities prior to enrollment, credits earned from online courses offered at AIU, and credits transferred from other universities after enrollment, is 60 credits. As for credits transferred from other universities prior to enrollment, the maximum number of credits is 30 credits when the instruction of courses was in English and 18 credits for other cases. However, when a student is admitted as a 3rd year transfer student and has already earned 30 credits or more at a foreign university, the study abroad requirement is considered sufficient, and in this case, credits will be transferred within the aforementioned maximum credit limit. If 60 credits are approved for transfer, then the student will be admitted with a Junior status. In other cases, the student will be admitted with a Freshman or Sophomore status.

The transfer of credit is examined and approved after enrollment. Even if a student is admitted as a 2<sup>nd</sup> or 3<sup>rd</sup> year transfer student, the student’s class status might be a freshman or sophomore due to the potential of credits not receiving approval.

**Therefore, please make sure to receive confirmation from AIU before submitting your application.**

**【Classification of Status of Students at AIU】**

| Class     | Credits Earned |
|-----------|----------------|
| Freshman  | 28 or lower    |
| Sophomore | 29 - 60        |
| Junior    | 61 - 92        |
| Senior    | 93 or above    |

### III Application Period and Procedure

#### 1. Application Period

|  |   |
|--|---|
| Period for online application and payment of the application fee       | Thursday, February 1, 2024 -<br>Wednesday, February 21, 2024, 5:00 p.m., JST. |
| Deadline for submission of required documents after online application | Thursday, February 22, 2024 (*must arrive)                                    |

#### 2. Application Procedure

After registering your application information on the online application website and paying the application fee, please print out the downloadable documents, such as the application form, and mail them together with the other required documents, such as the statement of purpose.

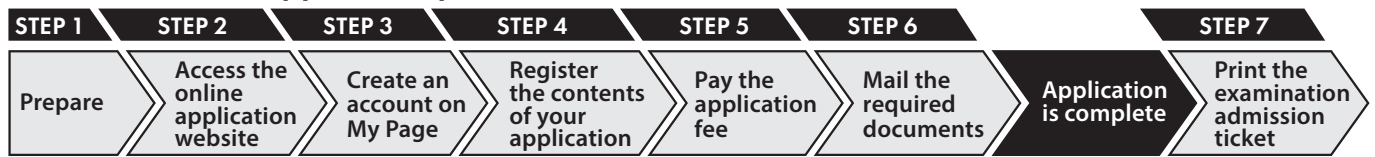
The completed documents must arrive at AIU by the close of the last day of the application period. Please write on the envelope in red: "Application for Spring Transfer/Admission Examination Enclosed." Be sure to send the documents to AIU by registered, special delivery mail. Overseas post must also be registered and sent by air.

Regarding the application procedure, please follow the instruction for "Online Application Procedure" on the following pages.



# Online Application Procedure

The entire online application procedure is as follows.



**STEP**  
**1**

## Prepare

Prepare a PC with an Internet connection and a printer, etc.  
It may take time for the required documents\* to be issued. Please start preparing them early and ensure that you have them with you before applying.

\*Required Documents : application form, statement of purpose, diploma, etc.  
For details, refer to the application information.

**STEP**  
**2**

## Access the Online Application Website

Access from the Online Application website ▶ <https://e-apply.jp/ds/aiu/>

or

the University website for applicants ▶ <https://admission.aiu.ac.jp/en/>

**STEP**  
**3**

## Create an Account on My Page

Enter the required information according to the instructions on the screen to create an account on My Page. If you have already registered on My Page, proceed to STEP 4.

- ① If you are registering for the first time, click **My Page Registration**
- ② Register your e-mail address and click on **Send an e-mail for temporary registration**
- ③ Click on the **To the log-in page** from the user registration screen.
- ④ A default password and a registration URL will be sent to your registered e-mail address.  
\*Configure your e-mail settings to receive e-mails from the @e-apply.jp domain.
- ⑤ From the log-in screen, use your registered e-mail address and the default password you received in step 4 and click **log-in**
- ⑥ Change your default password.
- ⑦ Enter your personal information and click **Next**
- ⑧ Confirm your personal information and click **Register this information**



⑨ Registration is complete. Click **To My Page**



⑩ When the above page appears, My Page registration is complete. Click on the **Log-out** button.

\*You can proceed to the application procedures by clicking on the **Apply** button only while applications are being accepted. You cannot proceed from here onward after the application period.

# STEP

# 4

## Register the Contents of Your Application

Make sure to check the procedures and important notices on the screen, and then enter the required fields according to the instructions on the screen.



① After logging in to My Page, click on the **Apply** button, and the registration page will appear.



② Select an entrance exam and confirm the important notices.



③ Select the desired department, etc.



④ Upload a photo. Click on the **Select Photo** button to select a photo.



⑤ Enter your information (name, address, etc.).



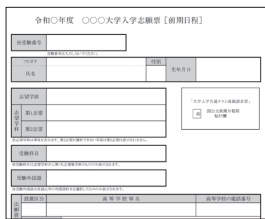
⑥ Confirm the contents of your application. Click on the **Application Form (sample)** button to check your application form.



⑦ Your application is registered. Click on the **Pay** button to proceed to the page where you can pay your application fee.



⑧ Payment methods for application.  
 ● Convenience stores  
 ● ATMs with Pay-easy  
 ● Online banking  
 ● Credit cards



⑨ Document required for the application in PDF format (Sample)

\*This document can be printed out after the application fee is paid.

If you have selected "Convenience Stores" or "ATMS with Pay-easy" as your payment method, write down the payment number, which will appear after the selection of a payment method, in the memo space below, and make the payment at a convenience store or an ATM with Pay-easy within the designated payment deadline.

**For 7-ELEVEN**

|                     |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|---------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| Payment slip number |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Memo (13 digits)    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

**For LAWSON, MINISTOP, FamilyMart, ATMS with Pay-easy**

|                                     |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|-------------------------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| Customer number memo (11 digits)    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Confirmation number memo (6 digits) |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

**For Daily YAMAZAKI, Seicomart**

|   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|---|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| Online payment number by Memo (11 digits) |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|---|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|

|                                    |   |   |   |   |   |  |
|------------------------------------|---|---|---|---|---|--|
| Receiving agency number (5 digits) | 5 | 8 | 0 | 2 | 1 | *A receiving agency number is required for payment Pay-easy. |
|------------------------------------|---|---|---|---|---|--|

A confirmation e-mail will be sent to you after the application registration is completed. If you have restricted the reception of e-mails, please allow e-mails from the sender (@e-apply.jp) to be received. \*Please note that confirmation e-mails may be sorted into your junk e-mail folder, etc.

**Please be careful not to enter incorrect information, as the registered information cannot be changed or modified after the application registration is completed. However, if you have not yet paid the application fee, you can substantially modify the information by re-registering using the correct information.**

\*Please note that if you have selected a credit card for the "Payment Method for the Application Fee," the payment will be completed simultaneously with the registration for application.

# STEP

# 5



## Pay the Application Fee

### 1 Credit Card Payment

You can select this method and make a payment when registering your application.

**[Accepted Credit Cards]**

VISA, Master, JCB, AMERICAN EXPRESS, MUFG Card, DC Card, UFJ Card, NICOS Card



Payment is completed upon registration.

### 2 Online Banking Payment

After registering your application, you will be redirected to the page of each financial institution from the current page. Please follow the instructions on the screen to make the payment.

\*For online payment, your bank account must be signed up for internet banking.

The procedures are completed online.

### 3 Convenience Store Payment

Payment at a convenience store can be made using the payment number that will appear after you have registered the application information.

- Payment can be made at a cash register.
- Payment can be made using a store terminal.



### 4 Bank ATMs with Pay-easy

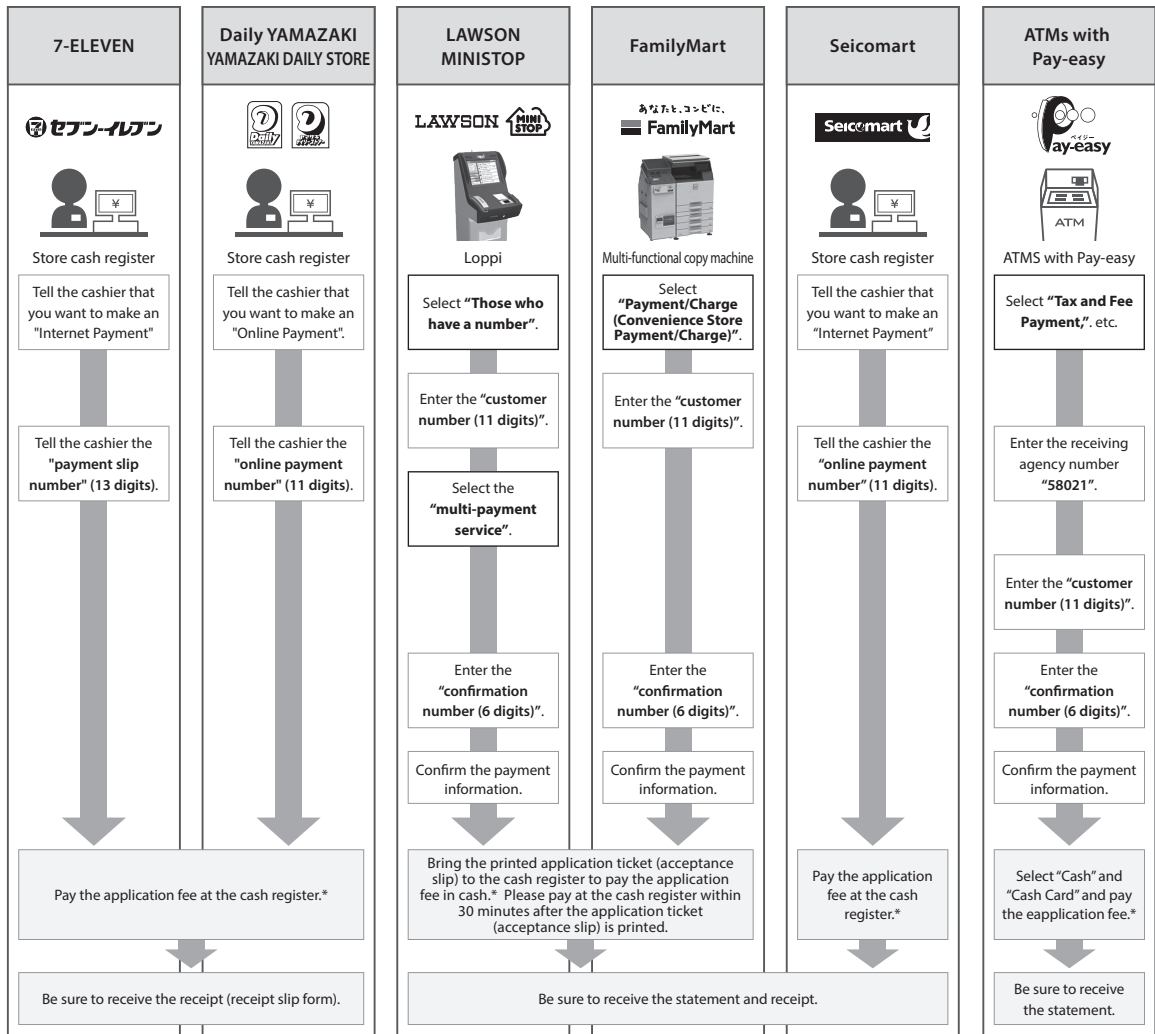
Payment can be made using the payment number that will appear after you have registered the application information at bank ATMs with Pay-easy by following the instructions on the ATM screen.



\*Please check the "Payment Method Selection" screen to see the banks that offer this payment method.

Enter the required information following the instructions on the screen of each convenience store terminal or ATM and confirm the details before paying the application fee.

### 3 Convenience Stores



\*When using ATMs of Japan Post Bank or banks, you need to pay using a cash card if the amount exceeds 100,000 yen. When using a convenience store, you can pay up to 300,000 yen in cash.

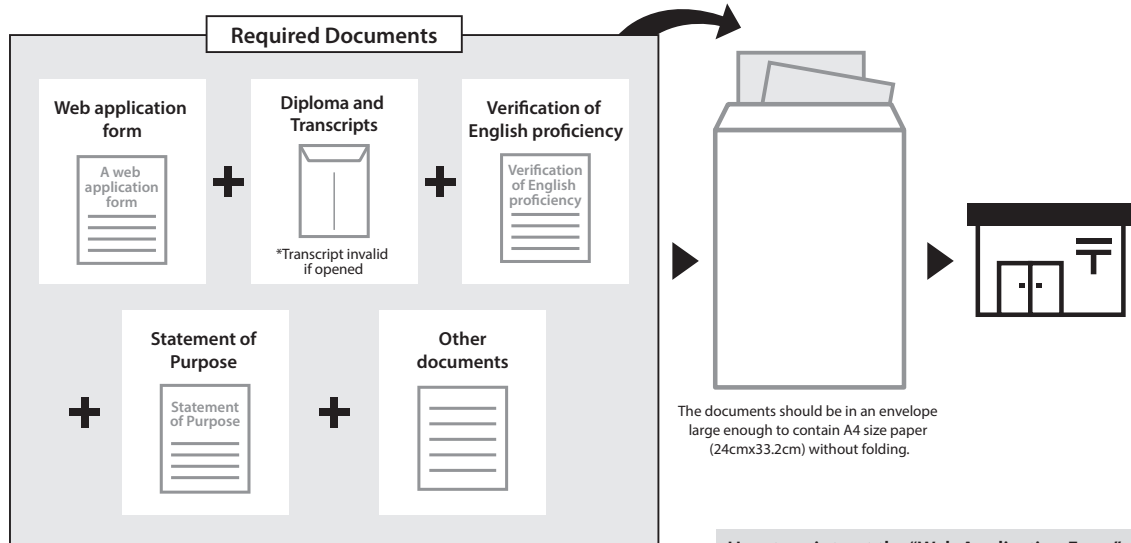
## STEP

# 6



## Print and Mail the Required Documents

After completing the application registration and the payment of the application fee, print out the downloadable documents, and mail them together with the other required documents or by registered air mail if sending from overseas within the application period. \*The application must be postmarked by the final date of the application period.



### Addressee

Admissions Office  
Akita International University  
Yuwa, Akita-city 010-1292 Japan

### Application Documents

For details, please check "Application Documents" in the application information.

\*Once received, the application fee will not be refunded, nor will any of the required documents be returned.

### How to print out the "Web Application Form"



- (1) Click on the Print Application Form button shown on My page.
- (2) Once the payment has been successfully completed, you will be able to click on the Print Application Form button to print out the web application form.

## <Application is Complete.>

### Important points when submitting your application

Your application will be completed by paying the application fee and mailing the required documents after completing the registration on the online application website. Please note that even if you complete the registration, your application will not be accepted if the required documents are not received by the final date of the application period.

Online application is available 24 hours a day. However, the application registration must be completed by 11:00 pm on the application deadline date. Payment of the entrance examination fee must be made by the application deadline (business hours vary depending on each facility, such as convenience stores, ATMs, and other facilities). The required documents must be postmarked by the application deadline. It is recommended that you apply well ahead of time.

## STEP

# 7



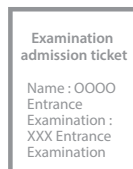
## Print the Examination Admission Ticket

After applications are confirmed by the university, examination admission tickets will be distributed from the end of the application period to the day before the examination. It can be downloaded from the online application website. Please make sure to print it out and bring it with you on the day of the exam (\*The examination admission ticket will not be mailed to applicants).

When the examination admission ticket is ready to download, an e-mail notification will be sent to the e-mail address you registered at the time of application.

### [Notes about Printing]

The examination admission ticket must be printed single-sided on A4 paper.



### 3. Application Documents

| Name of Document(s)                    | Remark  |
|--|---|
| 1. Application Form                    | Please download the form from the online application website and print it out only on one side of the paper. (A4 size, either black and white or color is acceptable)   |
| 2. Statement of Purpose                | Please download the form from AIU website and write about 500 words in English about why you are applying to transfer to the University, what you would like to study and your future plans.  |
| 3. Diploma (Certificate of graduation) | <p>Please submit the original certificate of graduation or expected graduate certificate from a university, junior college or technical college in a sealed envelope. Applicants who apply with the above-mentioned application qualification (C) must submit the original certificate of student enrollment or a certificate of enrollment period. (A copy is not acceptable.)</p> <ul style="list-style-type: none"> <li>• For documents issued in a language other than English or Japanese, please attach a Japanese or English translation, notarized by a Japanese embassy/consulate or an appropriate public office in your country.</li> </ul>  |
| 4. Transcript from University(ies)     | <p>Please submit the original transcript from a university, junior college or technical college in a sealed envelope. Applicants who are currently taking courses at their university, junior college or technical college must submit the original certificate of course registration in which the expected number of credits is made clear. (A copy is not acceptable.)</p> <ul style="list-style-type: none"> <li>• For documents issued in a language other than English or Japanese, please attach a Japanese or English translation, notarized by a Japanese embassy/consulate or an appropriate public office in your country.</li> </ul>  |
| 5. Transcript from High School         | <ol style="list-style-type: none"> <li>1) Use the format designated by the Minister of Education, Culture, Sports, Science and Technology (MEXT) of Japan. This must be prepared and completely sealed by the principal of the high school from which the applicant graduated. (A copy is not acceptable.)</li> <li>2) Use the format designated by the Minister of Education if the applicant has completed 3 years at one of the National Colleges in Japan, or has graduated from an educational institution which is accredited by the Minister of Education to be equivalent to high schools in Japan, or has graduated from an overseas educational institution of Japan. (A copy is not acceptable.)</li> <li>3) Applicants who have completed a 12-year curriculum of courses at an accredited school outside of Japan or applicants who possess the equivalent of the above-mentioned standard after graduating from one of the high schools accredited by the Minister of Education must</li> </ol> |

|  |   |
|--|---|
|  | <p>submit an original transcript from the school. The following documents must be submitted if the applicant has acquired one.</p> <ul style="list-style-type: none"> <li>• International Baccalaureate – the original Certificate and transcript of 6 subjects of the final examination</li> <li>• <i>Abitur</i> (Germany) – the original Certificate</li> <li>• <i>Baccalaureate</i> (France) – the original Certificate and official transcript</li> </ul> <p>Applicants who have taken the Examination for Japanese University Admission for International Students (EJU) should submit the original document of the result. Original documents will be returned upon request. (A copy is not acceptable.)</p> <p>Note: For documents issued in a language other than English or Japanese, please attach a Japanese or English translation, notarized by a Japanese embassy/consulate or an appropriate public office in your country.</p> <p>4) Applicants who have completed a specialist training course designated by the Minister of Education, who have passed the University Entrance Qualification Examination, or have acquired a Certificate for Students Achieving the Proficiency Level of Upper Secondary School Graduates, can submit an original certificate of the results instead of an original transcript from high school. Should the applicant have obtained a portion of the required credits at a high school or high schools, please submit an original transcript for each, as well.</p> <p>Note: All the original transcripts except for the result of the University Entrance Qualification Examination or a Certificate for Students Achieving the Proficiency Level of Upper Secondary School Graduates must have been issued after April 1, 2023.</p> |
| 6. Letter of Recommendation                    | <p>One letter of recommendation is required. Please download the form from AIU website and it must be written by a faculty member who was responsible for the applicant at the last institution he/she attended, or by the current dean of faculty he/she is enrolled in, or by anyone in an equivalent position. The letter may be written in English or Japanese and must be sealed in the envelope by the recommender.</p>   |
| 7. Document which verifies English Proficiency | <p>Please submit an original TOEFL iBT® TEST or IELTS™ score document. You may request that ETS send the score document directly to us. <u>Please make sure the document reaches AIU by the last day of the application period.</u> Should you request that ETS send your TOEFL score to AIU, please note that AIU’s Institution Code is 8524.</p> <p>*Score document should be the original. Scores downloaded from websites or photocopies will not be accepted as certificates.</p> <p>If you are a native speaker of English, these documents are not required.</p>   |

|  |  |
|--|--|
| 8. Application Fee   | Please pay the Application Fee (17,000 JPY) by following the "Online Application Procedure" on page 7.<br>*Please note that the application fee will not be refunded under any circumstances.  |
| 9. Return Envelope<br>※If you wish to return your English Language Proficiency Certificate | If you have enclosed an English Language Proficiency Certificate and wish to have it returned, please enclose a self-addressed and stamped envelope for return.<br>Please download and print the "Address Sheet for Returning English Certification" from the online application website and affix the required amount of stamps to the return envelope. |
| 10. Checklist of Application Documents   | Please download the form from the online application website, and fill out and sign the printed form.  |

\* In principle, documents and materials submitted in your application will NOT be returned to you.

**【AIU Website】**

<https://admission.aiu.ac.jp/admission/undergraduate/>

**【Online Application Website】**

<https://e-apply.jp/ds/aiu/>

**4. Where to Apply and Contact Information**

Admissions Office

Akita International University

Yuwa, Akita-city 010-1292, Japan

TEL +81-18-886-5931 (Direct, open on weekdays 9:00 a.m. to 5:00 p.m., JST)

E-mail: [ugrad@gl.aiu.ac.jp](mailto:ugrad@gl.aiu.ac.jp)

\*In principle, inquiries by telephone should be made by the applicant themselves.

**5. Personal Information Policy**

Personal information in the application documents will be handled in the following manner.

\*Those who apply to AIU will be considered to have agreed with the following.

- a) Personal information kept by AIU will be handled in accordance to the Akita Prefecture Personal Information Protection Clause. It will also be kept strictly confidential in keeping with the Public University Corporation AIU's Personal Information Protection Regulations.
- b) Personal information will be used to screen applicants and for admission procedures, follow-up checks on applicants, assistance and support following admission (scholarships, health care, etc.), guidance on academic matters, and collection of tuition fees.

#### IV Examination Admission Ticket

After the application documents are completely accepted, we will send a notification of the issuance of examination admission ticket to your e-mail address registered on the online application website. After receiving the e-mail, please download and print the "Examination Admission Ticket" from "My Page" on the online application website. (A4 size, either black and white or color is acceptable)

Please note that the ticket cannot be re-downloaded after the examination date. Please be sure to bring the printed ticket on the day of the interview and English essay Exam.

#### V Screening Process

Screening is based on documents submitted (English Proficiency, Statement of Purpose, Letter of Recommendation, Transcripts, etc.), an English essay examination and interview.

##### 1. Exam Date and Schedule

| Subject Matter | Schedule                 | Meeting Time                        | Exam Time   |
|----------------|--------------------------|-------------------------------------|-------------|
| Interview      | Thursday, March 14, 2024 | We will notify you at a later date. |             |
| English Essay  | Thursday, March 14, 2024 | 9:40                                | 10:00-11:30 |

\*The meeting time will vary depending on the examination number. We will notify you a detailed schedule at a later date.

##### 2. Exam Location

Akita International University Campus (see map on page 16)

##### 3. Interview

- (1) Based on submitted documents, individual interview in Japanese and English will be held.
- (2) Papers/materials will not be allowed in the interview room.

##### 4. Notes on the Examination

- ① You must bring your admission ticket to your exam. If you forget to bring it, you must quickly go to the examination headquarter and receive a temporary admission ticket. Please do not discard your admission ticket; it will also be required after the exam for entrance registration.
- ② You are required to enter and be seated in the designated examination room by the meeting time.
- ③ You will be allowed to take the examination if you arrive late within 30 minutes after the start of the English essay examination. However, the examination time will not be extended.
- ④ In principle, leaving the room in the middle of the examination is not permitted.
- ⑤ On the day of the examination, be sure to bring your admission ticket, an HB lead pencils (mechanical lead pencils are acceptable), and an eraser.
- ⑥ Please place your admission ticket on your desk to make it visible to the exam proctor.
- ⑦ Items allowed during the English Essay include an HB lead pencils (or mechanical lead pencils),



eraser, pencil sharpener, and clock/watch (one with only a clock function). Earplugs are not allowed since directions from the proctor may not be heard.

- ⑧Borrowing or lending items between examinees during the exam is strongly disallowed.
- ⑨Cell phones, smartphones, smartwatches, and other communication devices must be turned off and put away in a bag before entering the examination room or waiting room.
- ⑩Please prepare your lunch.
- ⑪Please note that any person accepting acceptance telegrams, etc., near the exam location or station has no connection with AIU, and the university will not be responsible for any trouble.
- ⑫In the case of a health emergency, please bring your health insurance card. However, applicants who have not recovered from influenza or other infectious diseases for which suspension of attendance is permitted under the School Health and Safety Act on the day of the examination may not take the examination because they may infect other students and proctors. COVID-19 will be treated in the same way as the above-mentioned infectious diseases.
- ⑬The press may film some examination rooms.
- ⑭In case of unexpected circumstances such as the spread of COVID-19, natural disasters, or delays in public transportation, the university may decide that the entrance examination cannot be held according to the schedule and content of the examination, as announced in this guideline. In such cases, the university will notify the applicant on the university's website.
- ⑮If there is any other necessary information, you will be notified on our website.

## **VI Announcement of Successful Applicants and Admission Procedures**

### **1. Date of Announcement**

Thursday, March 21, 2024.

### **2. Announcement Method**

The application numbers of successful applicants will be posted on the AIU website <https://admission.aiu.ac.jp/en/> at 2:00 p.m.. Please be sure to officially confirm your result by the acceptance letter which will be sent to you. AIU will not respond to any inquiries regarding the results of the examination.

### **3. Admission Procedure**

#### (1) Admission Procedure Period

Friday, March 22, 2024 through Friday, April 12, 2024.

#### (2) Admission Procedure Method

Details of the admission procedures and required documents will be sent with the letter of acceptance.

Please complete the admission procedure with the necessary documents and send them by post.

When completing the admission procedures, please be sure to send the "Admission Form for Examination" for identification purposes.

## VII Others

### 1. Prior Consultation for Applicants with Physical or Other Disabilities

Applicants with physical or other disabilities who require special consideration in taking the entrance examination or in their studies must notify the Admissions Office by Friday, January 5<sup>th</sup>, 2024.

Please note that depending on the content of the consultation, we may not be able to respond and give consideration before the University's examination date, so please consult with us as early as possible.

### 2. Information on Examination Location.

(1) Akita International University Campus: Okutsubakidai, Tsubakigawa-aza, Yuwa, Akita City, Akita Prefecture, Japan. (10 minutes by car from Akita Airport and JR Wada Station)

\*On the day of the examination, a free shuttle bus will be available from JR Akita Station (We will notify you a detailed schedule at a later date.).

(2) Nearest Accommodations (Plaza Krypton)

This facility is designated as the University's guesthouse, and special discounts are available for applicants and their families, etc.

< Reservations and Inquiries >

Plaza Krypton 38-4, Toshima-aza, Uwamatusawa, Kawabe, Akita City, Akita Prefecture, 019-2611, Japan

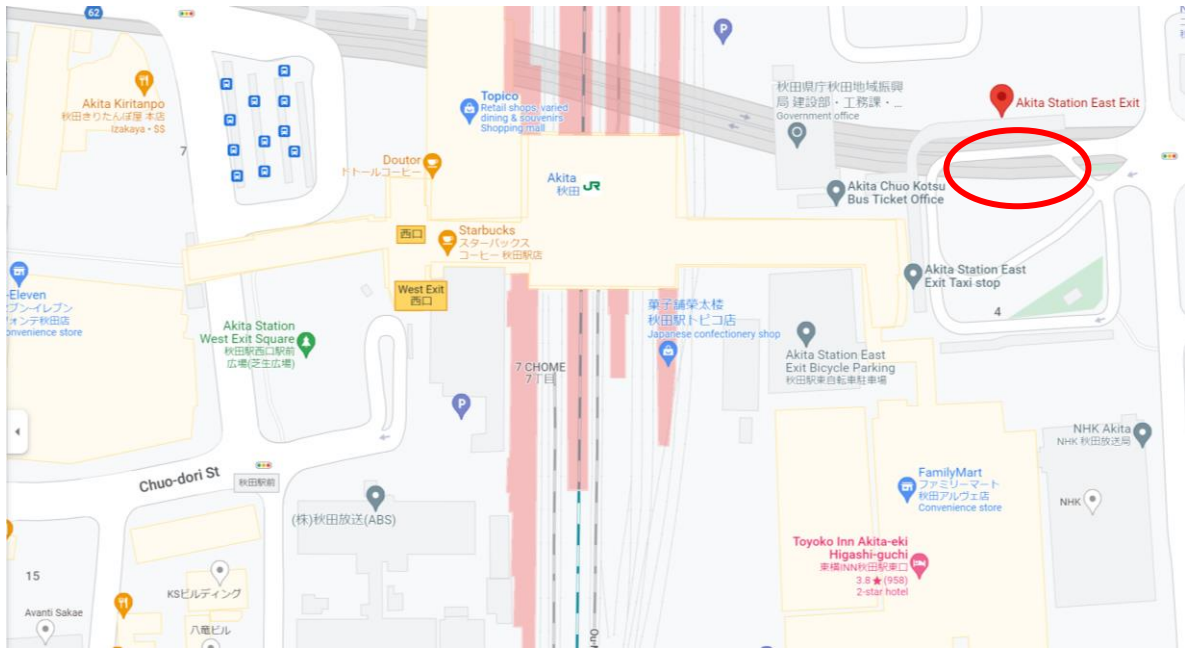
TEL : +81-18-882-4811

Web URL : <https://www.plaza-crypton.jp/index.php>

**【Examination Location and nearest accomodations】**



**【Bus Stop for Free Shuttle Bus at Akita Station East Exit】**



### 3. First Year Payment, etc.

#### (1) Matriculation Fee

① Amount of money : 423,000 JPY (282,000 JPY for residents of Akita prefecture).

\*“Residents of Akita prefecture” refers to those who satisfy one of the following criteria:

- a) Those who will have continuously lived in Akita prefecture for one year or more by the date of matriculation, September 1<sup>st</sup>, 2024.
- b) Those whose spouses or relatives within one generation will have continuously lived in Akita prefecture for one year or more by the date of matriculation, April 1<sup>st</sup>, 2024.
- c) Those who graduated high schools in Akita.
- d) Those whom the President of Akita International University authorizes.

#### ② Payment Method

Payment must be made to the designated financial institution by the deadline for admission procedures according to the invoice of payment enclosed with the acceptance letter. Expenses for sending the matriculation fee must be paid by the applicant.

Although the University is eligible for the New System for Supporting Higher Education and Training, we will not postpone the payment of the matriculation fee. For all applicants, please transfer the full amount of the matriculation fee by the designated date. Those who wish to be exempted from paying the matriculation fee under the New System for Supporting Higher Education and Training for the first time after transferring to the University may receive a refund of the difference by following the specified procedures after enrolling in the University.

#### (2) Tuition

① Amount of money : 696,000 JPY/year

Should the amount of tuition fee be changed, the new tuition fee will be applied at the time of revision.

#### ② Payment Method

In principle, the tuition fee is paid separately each semester.

| <u>Tuition per semester</u> |             | <u>Payment Deadline</u> |
|-----------------------------|-------------|-------------------------|
| Fall Semester               | 348,000 JPY | October 1, 2024         |
| Spring Semester             | 348,000 JPY | May 1, 2025             |

#### (3) Residence Hall Fee

In principle, students are required to live in the dormitory for one year after entering the university.

① Amount of money : Approximately 557,600 JPY/year

(Including room and board, meals during the semester, and move-out cleaning fee.)

\*The amount is subject to change as it is planned for the fiscal year 2024. In case the residence hall fee is revised during the student's enrollment, the new amount will be applied from the time of

the revision.

## ② Payment Method

In principle, the residence hall fee is paid separately each semester.

| <u>Residence Hall Fee per semester</u> | <u>Payment Deadline</u> |
|--|-------------------------|
| Fall Semester 321,100 JPY              | mid-August, 2024        |
| Spring Semester 236,500 JPY            | late-March, 2025        |

## (4) Financial Support

AIU has a tuition reduction/exemption system for students who do not qualify for the new financial support system for higher education (such as those who hold a foreign student visa), and who are experiencing financial difficulties due to unforeseen circumstances such as financial hardship or disaster.

Details will be announced after admission. Please note that students who are eligible to apply for the new financial support system for higher education should apply for it.

## (5) Other expenses

### • Personal Health Insurance

- For 2nd year transfer 3,620 JPY/three years
- For 3rd year transfer 2,430 JPY/two years

### • Student Activity fee

- For 2nd year transfer 26,000 JPY
- For 3rd year transfer 13,000 JPY

### • Parents Association fee (20,000 JPY)

### • Alumni Association fee (20,000 JPY/Lifetime membership)

\*Detailed information including the cost of textbooks and TOEFL® TEST will be provided after enrollment.

\*The above figures are actual amounts for fiscal 2023 and are subject to change.

\*The amount may differ from the above due to circumstances at your enrollment.

## 4. Study Abroad

As a rule, students must spend one year studying abroad at a partner university. Partner universities for the study abroad program include 203 universities in 51 countries and regions as of October 2023. Please be aware that some universities may require additional tuition fees.

\*If a 3<sup>rd</sup> Year Transfer Student satisfies all conditions below, the student may be exempt from the study abroad requirement.

- Has a TOEFL iBT® TEST score of 92 or higher or/and TOEFL® PBT/TOEFL ITP® TEST score of 580 or higher, or/and a IELTS™ score of 6.5 or higher.
- Has experienced study abroad for at least one academic year or longer at another accredited university before the transfer to AIU.
- Requests to waive the study abroad requirement.