

Step by Step Application Procedures

Step 1 COMPLETE THE ONLINE APPLICATION

The online application forms are available to complete on the following website:
<http://www.aiu.ac.jp/en/academics/summer03.html>

Step 2 CHECK YOUR "CONFIRMATION SHEET" IN THE PDF FILE SENT BY EMAIL

After you submit your online application, you will receive from us an E-mail with a Confirmation Sheet. If the information on your Confirmation Sheet is correct, please go on to Step 3. In case you need to correct any information on your Confirmation Sheet, please send an E-mail to: international@aiu.ac.jp for guidance.

Step 3 COMPLETE YOUR CONFIRMATION SHEET

Attach your passport size ID photo on page 1, sign your name and write the date you sign in "Certification and Consent" on page 3, and ask your study abroad advisor to complete "Study Abroad Advisor" on page 3.

Step 4 SCAN YOUR DOCUMENTS AND MAKE A PDF FILE AND NAME IT

Scan your 1) Confirmation Sheet, 2) Japanese Competency Questionnaire, and 3) supporting documents to make a PDF file and name it as "your home institution, your last name and your first name".

Step 5 SEND THE PDF FILE BY E-MAIL

Send the PDF file by E-mail to international@aiu.ac.jp

Step 6 SEND THE ORIGINAL DOCUMENTS BY AIR MAIL

Send the original documents by airmail to: Division of International Affairs
Akita International University
Yuwa, Akita-City 0101-1292 Japan