

Spring 2012 Enrollment
Undergraduate Admission Information
for International Students



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- 1 Application Form
- 2 Letter of Recommendation
- 3 Statement of Purpose

1. Outline

Number of Students Accepted	variable
Admission Month	April, 2012
Qualifications for Application	<p>Applicants who do not possess Japanese nationality or permission for permanent residence and who meet either of the following criteria:</p> <ol style="list-style-type: none">1) a student who has completed or is expected to complete a 12-year curriculum of courses at an accredited school by March 31, 2012 or who possesses the equivalent of the above-mentioned standard recognized by the Japanese Ministry of Education, Culture, Sports, Science and Technology2) a student who is taking or plans to take pre-university courses designated by Akita International University if the applicant's primary and secondary education in his/her country does not require 12 years to be completed and he/she has completed or will complete the courses by March 31, 2012
Requirements for Application	<p>Meeting all the following criteria:</p> <ol style="list-style-type: none">1) An applicant who meets the criteria for admission to a university in his/her own country.2) All applicants for whom English is not their mother tongue must present a valid score of one of the following: TOEFL iBT 61, TOEFL PBT 500, TOEIC 700, IELTS 6.0, EIKEN STEP Pre-1 level, the United Nations Association's Test A level, or Cambridge Examination FCE. <p>However, applicants who studied for 3 or more consecutive years at and graduated or plan to graduate from an institution in English are not required to present the above-mentioned scores if they can provide documentation from those educational institutions including their education in English.</p> <p>* Native speakers of English do not have to submit a certificate for any of the above examinations.</p> <ol style="list-style-type: none">3) An applicant who can acquire residency qualification, which means there is no obstacle to the student enrolling at AIU according to the Immigration Control and Refugee Recognition Act of Japan.

List of Requirements for Admission for Each Country

Educational System	Requirements for Admission
U.S.A.	high school diploma
Canada	<p>has passed the courses (or earned the credits) necessary to be admitted to a local university according to the standardized test conducted in the applicant's province</p> <p>(As for the provinces which do not have any standardized test, it is necessary to have a certificate of graduation from the high school the applicant attended.)</p> <p><i>*Since each Province has its own education system, the above requirements may not apply to some applicants. In that case, please contact the Admissions Office of AIU</i></p>
United Kingdom	more than one course of GCE (A Level) (except Japanese language courses)
Germany	passed <i>Abitur</i>
France	passed <i>Baccalaureat</i>
Australia	<p>taken the standardized test conducted in the applicant's state and to have passed the courses (or earned the credits) necessary to be admitted to a local university</p> <p>(As for the states which do not have any standardized test, it is necessary to have a certificate of graduation from the high school the applicant attended.)</p> <p><i>*Since each state has its own education system, the above requirements may not apply to some applicants. In that case, please contact the Admissions Office of AIU.</i></p>
New Zealand	completed Year 13 and passed Level 3 of NCEA (National Certificate of Educational Achievement)
International Baccalaureate System	<p>completed the IB curriculum and passed the six final examinations</p> <p><i>*Application from any country where the qualified applicant resides will be accepted.</i></p>
Educational Systems of Other Countries	<p>passed or taken a university entrance examination or an equivalent to it in the country where the applicant resides. The content of the entrance examination needs to be carefully assessed.</p> <p><i>In the case where you think the above requirement does not apply, please contact the Admissions Office of AIU.</i></p>

* In case it is not possible to submit the certificates or any other documents mentioned above at the time of application, please submit a letter in English explaining the reasons why the documents are not available. In case the necessary documents are not submitted by the time of enrollment, admission will be canceled and the application fee and the matriculation fee will not be refunded.

2. Application Period and Procedure

(1) Application Period

Monday, October 17, 2011, through Wednesday, November 2, 2011

Time: 9:00 a.m. to 5:00 p.m., JST

The completed documents must arrive at AIU by the close of the last day of the application period.

(2) Application Procedure

Applicants must mail all required documents to AIU by Registered Air Mail, or bring them directly to AIU. All documents must arrive by the close of the last day of the application period. If the application materials are brought to AIU directly, they must be delivered between 9:00 a.m. and 5:00 p.m. on weekdays only. If the documents are mailed, they must be registered and sent by express mail. Overseas mail must also be registered and sent by air. The enclosed must be in an envelope addressed to AIU, on which it is stipulated in red: "Applicant Materials for International Student Enclosed."

(3) Application address and inquiries:

Admissions Office
Akita International University
Yuwa, Akita-city 010-1292 Japan
TEL +81-18-886-5931
FAX +81-18-886-5910
E-mail: info@aiu.ac.jp
Website: <http://www.aiu.ac.jp>

(4) Application Documents

Documents	Note
1. Application Form	Complete in English or in Japanese.
2. Statement of Purpose	Write in English (approximately 500 words).
3. Diploma and Transcripts	Submit all of (1) to (3). (1) original certificate of High School Graduation or Certificate of Scheduled High School Graduation (2) original transcript of High School (3) original certificate which shows that you have successfully passed exams or completed designated programs stipulated on the List of Requirements for Admission for Each Country on page 2 (4) (Optional) original document of the results for the Examination for Japanese University Admission for the

	<p>International Students (EJU)</p> <p>* Original documents will be returned upon request.</p> <p><i>Note:</i> Documents that are written in a language other than English or Japanese must be translated into English or Japanese and notarized by a notary public.</p>
4. Verification of English proficiency	<p>Submit one of the following test result documents: TOEFL, TOEIC, EIKEN STEP, IELTS, Cambridge Examination, or United Nations Association Test.</p> <p>* TOEFL score may be directly sent from ETS to AIU. AIU Institution Code is 8524.</p> <p>* Native speakers of English do not need to submit a certificate for any of the above examinations.</p>
5. Letter of Recommendation	<p>Please request a Letter of Recommendation from at least one instructor of your final educational institution who is acquainted with your work. If you have been working and cannot attain a Letter of Recommendation from an instructor, please request a letter from your supervisor at work.</p>
6. Application Fee	<p>Please pay the Application Fee in one of the following ways:</p> <p>(1) Bank Payment</p> <p>Deposit the fee of JPY 17,000 into the following bank account:</p> <p style="padding-left: 40px;">The Akita Bank, Ltd. Kawabe Branch Bank Code: 261 Ordinary Deposit Account Account Number: 182072 Account Name: Akita International University President Mineo NAKAJIMA SWIFT Bank ID code: AKITJPJT</p> <p>* When an applicant pays the application fee, any service charges both inside and outside Japan must be paid by the applicant. Please send the fee to ensure the beneficiary, AIU, receives the full amount.</p> <p>(2) Japan Post Office Payment in Japan</p> <p>Applicants who reside in Japan or whose relatives are in Japan, please send an Exchange Note for JPY 17,000 issued by the Japan post office to AIU.</p> <p>* When buying an Exchange Note, the handling fee must be</p>

	<p>paid by the applicant. When a person other than the applicant buys an Exchange Note, please send the Exchange Note with a memo in which name of the applicant is listed.</p> <p><i>Note:</i> The application fee will not be refunded under any circumstances.</p>
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3. Screening Process

Screening is carried out based on the documents submitted to AIU. If necessary, AIU may contact the applicant's educational institution or a person who has written a Letter of Recommendation - or request that the applicant submit additional documents or information.

4. Date of Announcement of Successful Applicants

Friday, November 25, 2011

The application numbers of successful applicants will be posted in front of the entrance hall of the AIU Administration Building at 1:00 p.m. and on the AIU website <http://www.aiu.ac.jp> at 2:00 pm. Each applicant will receive the result of the screening in writing. AIU will not respond to any inquiries regarding the results of the examination.

5. Enrollment Procedure Period

Monday, November 28, 2011, through Thursday, December 22, 2011

* Successful applicants must pay the matriculation, tuition and residence hall fees listed on the invoice which will be enclosed in the admission packet.

6. Fees and Expenses for the First Year

(1) Matriculation Fee: 423,000 JPY (282,000 JPY for residents of Akita Prefecture)

An invoice will be sent with the letter of acceptance. Successful applicants must pay the matriculation, tuition (for the first semester), and accommodation fees (for the first semester) by the period specified on the invoice. Your acceptance will be revoked if the full payment is not sent by the designated date. Expenses for sending the matriculation fee must be paid by the applicant. Please note that the matriculation fee will not be refunded under any circumstances. If you were to decline the offer after paying all fees, all fees, except for the matriculation fee, will be refunded.

“Residents of Akita Prefecture” refers to those who satisfy one of the following criteria:

- a) Someone who will have continuously lived in Akita Prefecture for one year or more prior to the date of matriculation: April 1, 2011.
- b) Someone whose spouse or relatives within one generation will have continuously lived in Akita Prefecture for one year or more prior to the date of matriculation: April 1, 2011.
- c) Those whom the President of Akita International University authorizes.

(2) Tuition: 696,000 JPY/year

Should the amount of the tuition fee be changed, the new tuition fee will be applied at the time of revision. In principle, the tuition fee is paid separately each semester.

Spring Semester 348,000 JPY (Paid with Matriculation Fee)

Fall Semester 348,000 JPY (Payment Deadline: October 1, 2012)

(3) Residence Hall Fee: Approximately 433,000 JPY/ year

This amount is an estimate, including board (three meals daily during weekdays and two meals a day during weekends and holidays - excluding summer, winter and spring breaks - and housing with utilities for one year. Students can stay at the Residence Hall during breaks by making a separate payment for board.

Should the residence hall fee be changed, the new fee will be applied at the time of revision. In principle, the fee is paid each semester separately.

Spring Semester 203,000 JPY (Paid with Matriculation Fee)

Fall Semester 230,000 JPY (Payment Deadline: September 3, 2012)

(4) Other expenses

(a) National Health Insurance (Approximately 25,000 JPY/year)

(b) Personal Accident Insurance and Liability Insurance (4,660 JPY/four years)

(c) Student Activity fee (30,000 JPY)

(d) Parent Association fee (20,000 JPY)

(e) Alumni Association Entry Fee (20,000 JPY)

(f) New Student Reception Fee (1,000 JPY)

(g) Immunization against Influenza (3,000 JPY/time)

* Detailed information, including the cost of textbooks and the TOEFL-ITP test, will be provided with the admission procedure information.

* The above figures are based on the Academic Year 2011 and subject to change.

* The above amount is accurate for the Academic Year 2011 and subject to change.

7 . Study Abroad

Students at AIU, as a rule, must spend at least one year studying abroad at a partner university. Partner universities for the study abroad program currently include 118 universities in 35 countries and regions as of June, 2011. Please note that some universities may ask for an additional tuition fee beyond the AIU tuition.

Application Form

入学志願票

大学使用欄 For University Use	
願書受付日	
受験番号	

Photograph 写真

3cm×4cm
3ヶ月以内に撮
影したもの。
Picture taken
within the last 3
months.

1-1 Name in English (You must spell your name exactly as it appears on your passport.)

英語表記姓名 (パスポートと同じ名前を記入してください。)

Family Name 姓																				
Given Name 名																				
Middle Name																				

1-2 Name in Chinese Characters (if applicable) 漢字表記姓名がある者

Family Name 姓	Given Name(s) 名

2 Date of Birth (生年月日)

/	/	19
Day	Month	Year

3 Nationality (国籍)

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4 Sex (性別)

<input type="checkbox"/> Male 男
<input type="checkbox"/> Female 女

5 Native Language (母語)

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5 Educational History 学歴

Please include all schools attended from Elementary School through High School(s).

中学校から最終学歴まで年代順に記入してください。

	Name of School 学校名	City and Country 都市・国	Years Attended 修学期間	Enrollment~Graduation 入学年月~卒業年月
Elementary School(s) 小学校				
Junior High or Middle School(s) 中学校				
High School(s) 高等学校				

6 Application Fee 検定料

- Direct Bank Deposit 銀行送金した。

Please make a copy of the bank deposit receipt and include it with your application forms in the return envelope. 送金控えのコピーを申請書送付時に同封してください。

- Exchange Note of Post Office enclosed 郵便為替証書を同封した。

7 Address 現住所

Address 住所 :	
Postal Code 郵便番号 :	Country 国名 :
FAX ファックス :	TEL 電話 :
E-mail :	
Please provide the e-mail address that can receive our domain , aiu.ac.jp 本学からメールで連絡することがありますので、本学ドメインを受信できるようにしてください。「aiu.ac.jp」	

8 Emergency Contact

We will contact the following mentioned individual if necessary.

緊急連絡先 必要に応じて連絡を取る場合があります。

Address 住所 :	
Postal Code 郵便番号 :	Country/Region 国名/地域 :
FAX ファックス :	TEL 電話 :
Name 氏名 :	

9 Submitted Certificates, Diplomas and Transcripts 同封した学歴・成績証明書

Name of Documents Submitted 同封した学歴証明書および成績証明書を記入してください。

If the documents were originally in a language other than English or Japanese, please provide the name and contact information of the person who translated the documents. 証明書が英語または日本語以外の場合には、その証明書を翻訳した機関・翻訳者・連絡先を記入してください。

Letter of Recommendation

推薦書

Please select an instructor from an institution or school you attended who is well acquainted with your school work and, who has known you for a relatively long period of time.

最終出身学校の教員または所属機関の長など、あなたを日頃からよく知っている人に作成を依頼してください。

Name of applicant 志願者氏名	
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The following is to be filled out by the individual writing the Letter of Recommendation.

以下は推薦者が記入してください。

To the individual writing the Letter of Recommendation: 推薦者の方へ

<ol style="list-style-type: none">1. Please make your frank recommendation with as much detail as possible.2. Please write your recommendation in English or Japanese.3. Please give the Letter of Recommendation to the applicant in a sealed, signed envelope. <hr/> <ol style="list-style-type: none">1. できるだけ詳しく、かつ、率直に書いてください。2. 英語または日本語で記入してください。3. 作成後は、厳封して学生に手渡してください。
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1. Please fill in the following contact information as we may contact you directly if we require further clarification or information.

① Name of person writing the recommendation 推薦者の氏名
② Position 職業
③ Name of Institution 所属機関

④ Address 住所

⑤ Telephone/FAX 電話／F A X

⑥ E-mail Address

⑦ Signature 署名

⑧ Date 日付

2. Please present frankly, and with as much detail as possible, your assessment of the applicant, especially including factors which may not be obvious from reading the applicant's transcript, such as strong points and weak points of the applicant, the applicant's potential for academic achievement, as well as his/her talents and character.

志願者の成績証明書にあらわれない面（例えば特技や素質・長所・短所など）を含め、できるだけ詳しく、かつ率直に記入してください。

1) What is your relationship to and how long have you been acquainted with the applicant?

あなたは志願者をどのような関係でどれくらいの期間知っていますか。

- 2) Please present your frank assessment of the applicant's strengths and weakness. For example, when he/she faces a difficulty, how does the applicant deal with it?

志願者の長所・短所について率直に記入してください。また、志願者が困難に直面した際、どのように克服していくと思いますか。

- 3) Please feel free to write anything else about the applicant that you think is relevant or important. 志願者について自由に記入してください。

Statement of Purpose

志願理由書

Name:

氏名 :

The statement of purpose that you prepare and present below is used by the Admissions Office of AIU to better understand your attitude towards learning, your future plans, your goals, and so on.

Using approximately 500 words (in English), please explain your reasons for choosing to apply to Akita International University (AIU). You may include any pertinent information related to your prior academic and life experiences that will make clear the reasons for your choice. In other words, what draws you to AIU?

Note : You may present your typed statement on a separate sheet of A4 paper, but be sure to put your name on the sheet and make sure your statement is no longer than one sheet of A4 paper. If it is not possible to type it, please print your statement clearly (do not use cursive writing).

この志願理由書は、あなたが国際教養大学を志望する理由、学問に対する姿勢、将来構想などについて判断する材料です。

500語程度の英語で国際教養大学に出願する理由を説明してください。その際、出願理由を明確にする為、あなたのこれまでの学歴、人生経験に関する情報を記述しても構いません。可能であればタイプで、それが不可能であれば活字体で明確に記述してください。(手書き不可。)