

April 2011 Admission

Admission information and application form
for transfer students



公立大学法人
国際教養大学
Akita International University

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Attached Forms

- 1 Application Form
- 2 Statement of Purpose
- 3 Essay

1 . Number of Students

| 2 nd year Student | 3 rd year Student |
|------------------------------|------------------------------|
| 7 | 1 |

2 . Application Qualifications

【2nd year Student】

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

- (A) Have 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 March, 2011.
- (B) Have completed two or more years of study at a higher vocational school (or the equivalent, as determined by the Ministry of Education, Culture, Sports and Technology) by March, 2011. (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 one year or more by the end of March, 2011.

【3rd year Student】

Applicants must meet one of the following education criteria (A) ~ (C).

(In principle, they must have studied for the equivalent of two years or more in English in institutions of high learning of which one year was spent at an institution outside of Japan.)

- (A) Have 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 March, 2011.
- (B) Have completed two or more years of study at a higher vocational school (or the equivalent, as determined by the Ministry of Education, Culture, Sports and Technology) by March, 2011. (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 by the end of March, 2011.

3 . Application Requirements

(1) Language Ability

【2nd year Student】

Applicants must present a valid score of 71 points or more on the TOEFL internet-based exam (iBT), 530 or more on the TOEFL paper-based exam (PBT), or 6.5 or more on the IELTS. The score is valid for two years.

NOTE: Your score must be valid through the end of the application period.

【3rd year Student】

Applicants must present a valid score of 79 points or more on the TOEFL internet-based exam (iBT), 550 or more on the TOEFL paper-based exam (PBT), or 6.5 or more on the IELTS. The score is valid for two years.

NOTE: Your score must be valid through the end of the application period.

(2) Residential Status

Applicants who are not Japanese citizens, or who do not have permanent residence permission in Japan, are requested to acquire a status of residence which has no obstacles to university enrollment according to the Immigration Control and Refugee Recognition Law so they can enter Japan by the end of March, 2011.

4 . Application Period

October 18, 2010 (Mon) – November 2, 2010 (Tue)

(9:00 a.m. to 5:00 p.m., JST)

Application materials must reach us by November 2, 2010 without fail.

5 . Application Procedure

Applicants must mail all required documents to AIU by Registered Air Mail, or bring them directly to AIU. If the application materials are brought to AIU directly, they must be done between 9:00 a.m., and 5:00 p.m., on weekdays. If the documents are mailed, they must be registered and sent by express mail. Overseas mail must be also registered and sent by air. The enclosed must be stipulated in red on the envelope, addressed to AIU, as follows:
“Applicant Materials for Spring Transfer Admissions Enclosed”

Mail application and direct all inquiries to:

Office of Admissions

Akita International University

Yuwa, Akita-city, 010-1292 Japan

(The postal code is unique to AIU, so it is not necessary to write a street address)

E-mail : info@aiu.ac.jp

Website : <http://www.aiu.ac.jp>

6 . Application Documents

| Name of Document(s) | Remark |
|-------------------------|---|
| 1. Application Form | Please complete in English or in Japanese |
| 2. Statement of Purpose | Please write in English.(approximately 500 words) |
| 3. Essay | Please write an essay on the given topic. The essay should be approximately 500 words in English. |
| 4. Diploma | Please submit proof of graduation or expected graduate certificate from a university, a junior college or a technical college. Applicants who apply with the above-mentioned application qualification (C) must submit a certificate of student enrollment or a certificate of enrollment period. For documents issued in a language other than English or Japanese, |

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| | <p>please attach a Japanese or English translation, notarized by a Japanese embassy/consulate or an appropriate public office in your country.</p> |
| 5. Transcripts from university | <p>Please submit a transcript from a university, a junior college or a technical college in a sealed envelope. Applicants who are currently taking courses in their university, junior college or technical college must submit a certificate of course registration in which the expected number of credits is made clear.</p> <p>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> |
| 6. Transcript from high school | <p>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 president of the high school the applicant graduated from.</p> <p>Use the format designated by the Minister of Education, Culture, Sports, Science and Technology (MEXT) of Japan if the applicant has completed 3 years at National Colleges in Japan, or has graduated from educational institutions which are accredited by MEXT to be equivalent to high schools in Japan, or has graduated from overseas educational facilities of Japan</p> <p>Applicants who have completed 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, Culture, Sports, Science and Technology (MEXT) of Japan must submit an original transcript from those schools.</p> <p>The following documents must be submitted if the applicant has acquired one.</p> <ul style="list-style-type: none"> International Baccalaureate – a copy of the Certificate and transcript of 6 subjects of the final examination Abitur (Germany) – a copy of the Certificate Baccalaureat (France) – a copy of the Certificate and an official transcript <p>Applicants who have taken the Examination for <u>Japanese University Admission for the International Students</u> (EJU) should submit an original document of result.</p> <p>Original documents will be returned upon request.</p> <p>Note : For the 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</p> |

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| | <p>country.</p> <p>Applicants who have completed a specialist training course designated by the Minister of Education, Culture, Sports, Science and Technology (MEXT), who have passed the <u>University Entrance Qualification Examination</u> or have acquired a <u>Certificate for Students Achieving the Proficiency Level of Upper Secondary School Graduates</u> can submit an original certificate of the results instead of an original transcript from high school.</p> <p>Should the applicant have obtained a portion of the required credits at a high school or high schools, please submit an original transcript as well. (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 be issued after April 1, 2010.</p> |
| 7. Letter of Recommendation | <p>One letter of recommendation is necessary. Recommender must be written by faculty members who were in charge of 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.</p> |
| 8. Document which verifies English proficiency | <p>Please submit a TOEFL or IELTS score document. You may request that ETS send the score document directly to us. Please make sure that your TOEFL score reaches us no later than October 18, 2010 no matter how you send it. Should you request that ETS send your TOEFL score to AIU, please note that AIU's Institution Code is 8524.</p> <p>If you are a native speaker of English, this document is not required.</p> |
| 9. Application Fee (17,000 JPY) | <p>Please pay the Application Fee in one of the following ways:</p> <p>1. Deposit the fee of 17,000 yen into the following account: The Akita Bank, Ltd. Kawabe Branch (Code: 261), Ordinary Deposit Account Account Number: 182072 Account Name: Kokusai Kyoyo Daigaku President Mineo NAKAJIMA</p> <p>When the applicant pays the application fee, any service charges both inside and outside Japan must be borne by the applicant. To ensure that AIU receives the correct amount after bank charges are deducted, please ask your bank to use the code "OUR" in the "71A: Details of Charges" field when remitting the money by "SWIFT."</p> <p>SWIFT Bank ID code: AKITJPJT</p> <p>2. For applicants who are in Japan or whose relatives are in Japan, please send an Exchange Note for 17,000 yen issued by the post office.</p> <p>When getting an Exchange Note, please send it with a letter in which the name of the applicant is shown.</p> |

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| Please note that the Application Fee will not be refunded under any circumstances. |
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7 . Screening Process

Each applicant will be judged comprehensively based on the submitted documents such as his/her statement of purpose, transcript, English essay, and TOEFL score or IELTS.

8 . Date of Announcement

November 24, 2010 (Wed)

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., JST. Each successful applicant will receive a letter of acceptance as well. In addition, the application numbers of successful applicants will be posted on the AIU website (URL below) at 2:00 p.m. JST:

<http://www.aiu.ac.jp>

AIU will not respond to any inquiries regarding the results of the examination.

9 . Entrance Procedure Period

November 29, 2010 (Mon) - December 24, 2010 (Fri)

10 . Fees and Expenses for the first year students

(1) Matriculation fee:

423,000 yen (282,000 yen for residents of Akita prefecture)

The matriculation fee invoice will be sent with the letter of acceptance. Successful applicants must pay the matriculation fee by the period specified on the invoice. Your acceptance will be revoked if the fee 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.

“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, April 1, 2011.
- 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, 2011.
- c) Those whom the President of Akita International University authorizes.

(2) Tuition: 535,800 yen/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 267,900 yen Payment Deadline: May 2, 2011

Fall Semester 267,900 yen Payment Deadline: October 3, 2011

The figures are based on Fiscal Year 2010.

(3) Reduction or Exemption of Tuition Payment

AIU may reduce or exempt the tuition payments of students who have extreme difficulty in paying tuition due to financial problems or unforeseen disasters.

(4) Residence Hall Fee: Approximately 433,000 yen/ year

The amount is an estimate, including board (three meals 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 with 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 new fee is paid each semester separately.

Spring Semester 203,000 yen Payment Deadline: March 27, 2011

Fall Semester 230,000 yen Payment Deadline: September 1, 2011

Only 2nd year Student

(5) Other expenses

- (a) National Health Insurance (Approximately 25,000 yen/year)
- (b) Personal Health Insurance (2,380 yen/two years, 3,520 yen/three years)
- (c) Student Activity fee (20,000 yen)
- (d) Parent Association fee (20,000 yen)
- (e) Alumni Association Entry Fee (20,000 yen)
- (f) New Student Reception Fee (1,000 yen)
- (g) Immunization against Influenza (2,500 yen/time)
- (h) TOEFL-ITP (4,000 yen/test)

Detailed information will be given with the necessary entrance procedure documents.

11 . 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 110 universities in 31 countries and regions. Please be aware that some universities ask students for an additional tuition fee beyond the tuition of AIU.

Only for students applying as 2nd year Student

12 . Special Note about Course Registration at AIU

Only credits with a grade corresponding to “C-” or above in the AIU standard (at least 70% of the maximum of credit in course assignments and tests) can be transferred, up to 30 credits when the instruction of the courses was in English and 18 credits for other cases. However, when students earned 30 credits or more at universities in foreign countries and study at universities in foreign countries is considered sufficient enough to waive the requirement of study abroad, then the maximum number of acceptable credits for transfer will be 60. The courses to be transferred must match the content of existing courses at AIU.

Course requirements not satisfied by transferred credits must be satisfied by courses

taken at AIU.

If 60 credits are approved for transfer, then the student will be admitted with Junior status. In other cases, the student will be admitted with Freshman or Sophomore status.

【Classification of Status of Students at AIU】

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

Applicants must submit an official transcript and other academic documents, e.g., syllabi in English with which AIU can identify the contents of each completed course and the number of total credits which the applicant has earned. These documents must reach us no later October 8, 2010 (Fri).

Applicants are required to submit the documents to:

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

(Please write “Spring Semester Transfer Confirmation Documents” on the outside of the envelope)