

April 2012 Admission

Application Information for Transfer Students



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Attached Forms:

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

1. Number of Students

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

2. Application Qualifications

Before the application period, applicants must send transcripts to AIU to check the expected number of credits to be transferred to AIU. Further information is found at P.7.

【2nd-year Student】

Applicants must meet one of the following educational requirement 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, 2012.
- (B) Have 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 March, 2012. (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, 2012.
- (D) Have attained the prescribed grade as a special non degree-seeking student of Akita International University

【3rd-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 in an English-medium institution of higher 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, 2012.
- (B) Have 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 March, 2012. (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, 2012.

3. Application Requirements

(1) Language Ability

【2nd-year Student】

Applicants must present a valid score of 71 points or higher on the TOEFL (iBT), 530 or higher on the TOEFL paper-based exam (PBT), or 6.5 or higher on the IELTS.

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

【3rd-year Student】

Applicants must present a valid score of 79 points or higher on the TOEFL (iBT), 550 or higher on the TOEFL paper-based exam (PBT), or 6.5 or higher on the IELTS.

NOTE: The 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 status 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, 2012.

4. Application Period

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

- Application materials must reach AIU by November 2, 2011, without fail.

5. Application Procedure

Applicants must mail all required documents to AIU by registered air mail, or bring the documents directly to AIU. If the application materials are brought to AIU directly, it must be done between 9:00 a.m. and 5:00 p.m., Japan time, Monday Friday. 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 documents must be in an envelope addressed to AIU, listing “Applicant Materials for Spring Transfer Admissions Enclosed” in red.

Mail application and direct all inquiries to:

Admissions Office

Akita International University

Yuwa, Akita 010-1292, Japan

*Postal code is unique to AIU so that it is not necessary to write a street address.

Website: <http://www.aiu.ac.jp> E-mail: info@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 and written in English.

4. Diploma	<p>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.</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>
5. Transcripts from University(ies)	<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	<ol style="list-style-type: none"> 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. 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. 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 submit an original transcript from the school. <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 a transcript of 6 subjects of the final examination * <i>Abitur</i> (Germany) – a copy of the Certificate * <i>Baccalaureat</i> (France) – a copy of the Certificate and an official transcript <p>Applicants who have taken the Examination for Japanese</p>

	<p>University Admission for International Students (EJU) should submit an original document of the result. 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 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, 2011.</p>
7. Letter of Recommendation	<p>One letter of recommendation is necessary. The recommendation 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.</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 AIU by <u>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>*If you are a native speaker of English, this document is not required.</p>
9. Application Fee	<p>Please pay the Application Fee in one of the following ways:</p> <p>1. Deposit the fee of 17,000 JPY 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 (2,500 JPY) and outside Japan must be paid by the</p>

	<p>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 JPY 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> <p>*Please note that the Application Fee will not be refunded under any circumstances.</p>
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7. Screening Process

Each applicant will be considered 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

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 p.m. JST. Successful applicants will receive a letter of acceptance. AIU will not respond to any inquiries regarding the results of the examination.

9. Entrance Procedure Period

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

10. Fees and Expenses for first-year students

(1) Matriculation Fee:

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

A 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, 2012.
- 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, 2012.
- c) Those whom the President of Akita International University authorizes.

(2) Tuition: 535,800 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

<u>Tuition per semester</u>		<u>Payment Deadline</u>
Spring Semester	267,900 JPY	Tuesday, May 1, 2012
Fall Semester	267,900 JPY	Monday, October 1, 2012

(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 circumstances.

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

Those who are admitted as 2nd-year transfer students will be required to live in the dormitory. Those who are admitted as 3rd-year transfer students may live in on-campus residence by lottery.

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.

<u>Residence Hall Fee per semester</u>		<u>Payment Deadline</u>
Spring Semester	203,000 JPY	Tuesday, March 27, 2012
Fall Semester	230,000 JPY	Monday, September 3, 2012

(5) Other expenses

- (a) National Health Insurance (Approximately 25,000 JPY/year)
- (b) Personal Health Insurance (2,430 JPY/two years, 3,620 JPY/three years)
- (c) Student Activity fee (20,000 JPY)
- (d) Parent Association fee (20,000 JPY)
- (e) Alumni Association Entry Fee (20,000 JPY)
- (f) Immunization against Influenza (3,000 JPY/year)
- (g) New Student Reception Fee (1,000 JPY)

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

*Please note that, as the period covered by the Personal Health Insurance is April through March, the premium for those admitted in Fall is different from those admitted in Spring.

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

11 . Study Abroad

Students at AIU, as a rule, must spend one year studying abroad at a partner university. Partner universities for the study abroad program include 119 universities in 36 countries and regions as of June, 2011. Please be aware that some universities ask students for an

additional tuition fee beyond the tuition of AIU.

12 . Special Note about Course Registration at AIU

Only credits with a grade corresponding to “C-” or above by 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 an applicant has earned 30 credits or more at a university in a foreign country and studied at a university in a foreign country, that condition is considered sufficient to waive the requirement of study abroad. In such a case, 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 completed 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
	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, by 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 AIU by Friday, October 7, 2011.

Applicants are required to submit the documents to:

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

*Please write “Documents of Confirmation for Spring Semester Admission as Transfer Students” on the envelope.

6 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				
Special School(s), University(ies) 専修学校・大学				

7 Application Fee 検定料

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

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。

8 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 an E-mail address that accepts messages from our office's "@aiu.ac.jp" domain. 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 (aiu.ac.jp) を受信できるようにしてください。	

9 Mailing Address, if different from above

Applicants who would like to have their "Letter of Acceptance" and other documents sent to a different address (parents' address, etc.) should include that address here.

現住所以外の住所（両親の住所など）に合格通知などを送付希望の場合は以下に記入して下さい。

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：	

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

<p>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。</p>
<p>If the documents were originally issued 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。</p>

Check List

Complete Application Form

Application Fee

Statement of Purpose

Essay

Diploma or certificate of expected graduation

Transcripts from university(ies)

Transcripts from High School

Letter of Recommendation

Documents which verifies English Proficiency

(TOEFL score delivered directly from ETS, applied date / / 20)

Application Fee

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。

1. Please fill in the following contact information as we may contact you directly if we require further clarification or information.

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

Address 住所
Telephone/FAX 電話 / F A X
E-mail Address
Signature 署名
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表れない面（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。

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- 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 respond?

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ため、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。)

課題作文

Essay

Name :

氏名 :

Traditionally, in most societies, men and women played different roles. Men were usually the “breadwinners,” meaning that they worked outside the home to provide for their families. At the same time, women were “household managers” and worked at home, raised children, and took care of most household chores. Recently these traditional roles have begun to change a little in various cultures. In some cases, they have changed dramatically: some men stay at home to work and take care of children while women go out of their homes to work.

Write an essay of about 500 words in which you explain three points: (1) How do gender roles in Japan seem to be changing? Is the change happening quickly or slowly? (2) Why do you think gender roles are changing in Japan? What is the cause for the change? (3) What do you imagine gender roles will be like, say, 50 years from now? What are the reasons for your prediction? Will this be a positive or negative change for Japan?

If you live outside of Japan, please write the essay based on your country, not Japan.

You do not have to answer every single question. However, you must address all 3 points in your essay. Please do not write numbers at the beginning of each paragraph. This is one essay – not three.