

Akita International University Online Application Guide

Please refer to the guide below when completing the online application to avoid errors and resubmission.

This guide shows the application form, with explanations for questions with common errors. Please follow along and ensure your entries meet the requirements.

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* This question requires an answer.

1. PERSONAL INFORMATION

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Confirm & Print
Submit (Complete)

Status: Complete (You cannot make any changes)

NAME IN ENGLISH (SPELLING MUST BE EXACTLY AS IT APPEARS ON YOUR PASSPORT, but if the name in passport is shown in your country's language, please refer to the bottom of your passport photo page: e.g. P>JPNYAMADA>>TARO<<<<<<<<<)

Last Name (Surname) *	<input type="text" value="KOKUSAI"/>
First Name (Given Name) *	<input type="text" value="Jiro"/>
Middle Name (All middle names appearing in your passport in English MUST be listed)	<input type="text"/>

Names:

Your name *must match your passport exactly*, including all names, since it will be used for your immigration paperwork. Please refer to the **bottom** of your passport page, as in the example in the instructions.

All names after the three-letter country abbreviation and preceding the ">>" are your "last name." All names following the ">>" are your first or first and middle names, in the order listed. You may choose whether to list all names in the "first name" blank or to list some in the "middle name" blank, but the order may not change.

*If you do not have a ">>" in your name in your passport, then the final name(s) in your passport order should be your "last name".

Sex *	<input checked="" type="checkbox"/> M	<input type="checkbox"/> F
Marital Status *	<input checked="" type="checkbox"/> Single	<input type="checkbox"/> Married
Date of Birth *	January	1 / 2001 (Month/Day/Year)
Nationality *	USA	
Nationality as stated on your passport *	USA	
Passport Number *	NA <small>(If you have not obtained a passport, please write "N/A")</small>	
Passport Expiration Date *	October	18 / 2018 (Month/Day/Year)
Place of Birth <small>(Must match passport, if applicable)</small>	City *	<input type="text" value="City"/>
	State/Province *	<input type="text" value="State"/>
	Country *	<input type="text" value="Country"/>

Nationality:

- Must be the name of the country that issued your passport.
- Students with passports from Hong Kong/Macao/Taiwan should select the appropriate region, not "China."

If you do not yet have a passport

- Begin your passport application immediately. We will need your passport information no later than 1 month after the application deadline to start immigration paperwork.
- Enter "NA" for your passport number and "January 1, 0000" for the expiration date (you will correct it later).

or permanent address.

Current Address	Apartment	<input type="text"/>
	Number	<input type="text"/>
	Street *	<input type="text"/>
	City/Town *	<input type="text"/>
	State/Province *	<input type="text"/>
	Postal Code *	<input type="text"/>
	Country *	<input type="text"/>
Phone (including country code) *		<input type="text"/>
Until when can we reach you at this address? *		<input type="checkbox"/> I can be reached at this address until - <input type="text"/> / <input type="text"/> (Month/Year)
		<input checked="" type="checkbox"/> This is my permanent address

If different from current address.

Permanent Address	Apartment	<input type="text"/>
	Number	<input type="text"/>
	Street	<input type="text"/>
	City/Town	<input type="text"/>
	State/Province	<input type="text"/>
	Postal Code	<input type="text"/>
	Country	<input type="text"/>
Phone (including country code)		<input type="text"/>
E-mail (Cell Phone E-mail addresses are not acceptable) *		<input type="text"/>
E-mail address for confirmation *		<input type="text"/>

Email Address:

We will use this address (only) for all important communications, including time-critical messages. Be sure to enter an address that you check on a daily basis.

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Major Field of Study *	<input type="text"/>
Minor Field of Study	<input type="text"/>
Present Academic Status *	<input type="checkbox"/> Freshman / 1st year <input checked="" type="checkbox"/> Sophomore / 2nd year <input type="checkbox"/> Junior / 3rd year <input type="checkbox"/> Senior / 4th year <input type="checkbox"/> Master <input type="checkbox"/> Ph.D. <input type="checkbox"/> Other <input type="text"/>
Expected Month and Year of Graduation *	June / 2018 (Month/Year)

Present Academic Status:

Enter your academic year *as of the time you begin studies at AIU*.

Expected Month and Year of Graduation:

This date must be no earlier than the end of your studies at AIU. If you will graduate immediately after your study abroad, then the months should be as follows:

- Finishing studies at AIU at end of Fall Semester: December
- Finishing studies at AIU at end of Winter Program: March
- Finishing studies at AIU at end of Spring Semester: July

Make sure the year is correct, as well!

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First Language *	<input type="checkbox"/> English
	<input checked="" type="checkbox"/> Other
First Language (required) *	<input type="text"/>
English Proficiency - Test taken, test score, and test date (if applicable)	Test taken * <input type="text" value="TOEFL iBT"/>
	Test score <input type="text"/>
	Test date - <input type="text"/> / <input type="text"/> (Month/Year)

Students Submitting Alternation English Proficiency Tests:

Ensure your home university has verified with AIU that your test is acceptable before submitting then enter the test name and score in the "Test Score" blank.

Business
 Economics
 Education
 Environmental Science
 Finance
 Foreign Language
 Geography
 History
 International Relations
 Japanese Language
 Japan Studies
 Philosophy
 Political Science
 Sociology

Course Selection & Credit Transfer *
 I plan to take courses in the following fields at AUI (Please check all that apply.

If you have any restrictions on the number of credits or type of credits that you can transfer to your home institution, please explain here

Course Codes must be three letters and three numbers, separated by a hyphen (e.g. JPL-101)
Please ignore any characters that come after the "101" in the example, if applicable (i.e. write "JPL-101" not "JPL-101-1")

Fall Semester 2010

Course Code	Course Title	Credits
e.g. JPL-101	Elementary Japanese 101	6
JPL-101 <input type="button" value="Syllabus"/> <input type="button" value="Clear"/>	Elementary Japanese 101	6
<input type="text"/> <input type="button" value="Syllabus"/> <input type="button" value="Clear"/>	<input type="text"/>	<input type="text"/>
<input type="text"/> <input type="button" value="Syllabus"/> <input type="button" value="Clear"/>	<input type="text"/>	<input type="text"/>
<input type="text"/> <input type="button" value="Syllabus"/> <input type="button" value="Clear"/>	<input type="text"/>	<input type="text"/>
<input type="text"/> <input type="button" value="Syllabus"/> <input type="button" value="Clear"/>	<input type="text"/>	<input type="text"/>
<input type="text"/> <input type="button" value="Syllabus"/> <input type="button" value="Clear"/>	<input type="text"/>	<input type="text"/>
<input type="text"/> <input type="button" value="Syllabus"/> <input type="button" value="Clear"/>	<input type="text"/>	<input type="text"/>
<input type="text"/> <input type="button" value="Syllabus"/> <input type="button" value="Clear"/>	<input type="text"/>	<input type="text"/>

Be sure to read the instructions in the online form carefully.

This section of the application does not constitute course registration, but it helps us plan for your arrival. Course registration occurs during orientation.

To enter your courses, refer to the Course Offerings on our website (below), and type in the number and name for your course: <http://web.aiu.ac.jp/en/academic/course-offerings/>

*Please do not attempt to click the "Syllabus" button to search, as that function is under development and does not work at this time.

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If you need special arrangements during your study at AIU, please provide the information below. This information will only be used to arrange special support.

Do you need continuing academic, health, or mental health support ? *

If you have a disability, difficulty, or issue that may affect your learning or coursework (e.g. vision, hearing impairment, health, mobility, psychological disorder), please provide detailed information in order for us to determine whether we have the capacity to provide the requested support. Please note that this information will NOT affect your screening process.

Yes
 No

If yes, which condition(s) best describe(s) you?

Dyslexia
 Blind/Partially Sighted
 Deaf/Impaired Hearing
 Wheelchair/Mobility Difficulties
 Mental Health Difficulties
 Not Listed Above

Please specify.

All students who plan to request any kind of **academic accommodations**, or **continuing care** at AIU should complete this section.

This part of the application is not revealed to the screening committee and has no effect on your application. It is necessary for us to follow up with you after acceptance to make arrangements for your care or support.

We will follow up with each student who completes this section privately and confidentially. You do not need to submit details here, only the type of support you will request.

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This questionnaire will be used to understand the level of your Japanese language proficiency for class placement.

Do you plan to take any Japanese language courses at AIU? *	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If your answer is "Yes," please go on to the next question. If your answer is "No," skip rest of the questions.
Are you an absolute beginner of Japanese language? *	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If your answer is "No," please go on to the next question. If your answer is "Yes," skip rest of the questions.
Following the example, list all the Japanese language courses you have taken at high school, university, or private language schools, etc., including any you are currently enrolled in.	e.g. *Year: Fall 2000 *Institution: Akita International University *Course Code: JPL102 *Course Length: 15 weeks *Hours per Week: 50 min. x 4 times *Textbook: Genki vol.1 *Chapters Covered: ch. 1-6
	1 *Year: <input type="text"/> *Institution: <input type="text"/> *Course Code: <input type="text"/> *Course Length: <input type="text"/> weeks *Hours per Week: <input type="text"/> min. x <input type="text"/> times *Textbook: <input type="text"/> *Chapters Covered: <input type="text"/> <input type="button" value="add"/>
Approximately how long have you been studying Japanese in total?	<input type="text"/> years <input type="text"/> months

Hiragana

a) Can you read all Hiragana?	<input type="checkbox"/> Yes <input type="checkbox"/> Some <input type="checkbox"/> No
b) Can you write all Hiragana?	<input type="checkbox"/> Yes <input type="checkbox"/> Some <input type="checkbox"/> No

Katakana

a) Can you read all Katakana?	<input type="checkbox"/> Yes <input type="checkbox"/> Some <input type="checkbox"/> No
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(Form continues)

If you plan to study Japanese at AIU and you have experience studying it before, please complete this section to the maximum degree possible.

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1. Please describe why you want to study abroad (150-250 words) *	
2. Please explain why you selected AIU as your study abroad destination (150-250 words). *	
3. Applicant Survey	
The purpose of this survey is to capture students' interests in order to provide the best study abroad environment possible in the future. The contents of this page will not be counted toward applicants' admission consideration.	
(Question) Please select your top three reasons for choosing to study abroad at AIU in order of priority:	
#1	Study Business or Economics
#2	Study International or Regional Studies
#3	Make friends or connections from all over the world
If other (for #1)	
If other (for #2)	
If other (for #3)	

Ensure your responses to the Personal Statement (1. and 2.) meet the minimum length requirements. Students whose statements are too short will be required to resubmit them and review of your application may be delayed.

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I certify that I have included all of the following items in my application package.

- * Completed and signed application form (with advisor signature)
- * Official academic transcript from home university (copies not acceptable)
- * Reference Forms (2 pages each): 1 for partner university students; 2 for all others.
- * Two 40mm x 30mm ID-quality photos
- * Photocopy of passport
- * Proof of financial resources (See below)

Please check one of the following proofs of English Language Proficiency from page 4

- * English is your first language, so no proof document is necessary.
- * Certificate or Test Scores of TOEFL/IELTS/TOEIC
- * AIU Approved Substitute, depending on the institutions

Proof of Financial Support for Student Visa to Enter Japan

In order to be eligible for a student visa to enter Japan, international students must provide proof of financial resources meeting or exceeding the total below.

The following documents must be attached;

- 1) Bank balance statement with your name or your financial supporter's name clearly shown;
- 2) Certificate or Official Award Letter of Scholarship/Financial Aid, including terms and conditions of the scholarship/financial aid.

Note: *Please convert all figures to yen

*To convert monthly amounts (e.g. financial supporter's salary, monthly scholarships), multiply by 4 months per semester and 2 months for the Winter Program.

Duration of Study at AIU	Exchange Student From partner universities	Study Abroad Students
One Semester (Fall/Spring)	600,000 JPY	800,000 JPY
Fall Semester + Winter Program	800,000 JPY	1,000,000 JPY
Two Semesters (Fall & Spring)	1,000,000 JPY	1,400,000 JPY
Two Semester (Fall & Spring) + Winter Program	1,200,000 JPY	1,600,000 JPY

Questions

Financial Support Certification

- I will receive financial support from (select all that apply): *
- My personal savings
 - A financial supporter in my home country
 - A scholarship/financial aid (Ask your advisor)
- I will receive the money in Japan by: *
- Carrying it with me upon arrival
 - International bank transfer/ debit card/ credit card/ etc.
- My financial support total for the duration of my study abroad is (Japanese Yen): *
- * This amount MUST be highlighted on four submitted documents for clarification.
- 10 Yen.

- * I certify that this amount meets or exceeds the amount required in the table above.
- * I certify I will have access to at least 80,000 Yen per month to meet student visa requirements.
- * I certify that the proof of financial resources I have submitted clearly shows the amount listed above as well as my name or the name of my financial supporter.
- * I certify that my proof of financial resources is written in English or accompanied by an English translation.

The next page is the Confirmation Page. After you review and print your Confirmation Page, be sure complete your application by clicking the "Submit" button and submitting your Online Application.

[Save & Error Check](#) [Previous Page](#) [Confirm](#)

Please read each sentence carefully before checking them off.

Note that the **Confirm** button does **NOT** submit your application. It takes you to the confirmation screen. You must proceed to the next screen and click **Print** then **Submit**.

Be sure you and your advisor both sign the form before mailing it with your other [required documents](#) to AIU.