

# AIU Student Exchange Fact Sheet

Spring 2024, Fall 2024

As of December, 2023

<b>Full Legal Name of the Institution</b>	<b>Akita International University</b>
<b>Mailing Address</b>	Center for International Affairs Akita International University 193-2 Aza-Okutsubakidai, Tsubakigawa, Yuwa, Akita 010-1211 Japan TEL: +81-18-886-5936, 5937
<b>Website</b>	<a href="https://web.aiu.ac.jp/en/">https://web.aiu.ac.jp/en/</a>

## Akita International University (AIU) at a Glance

<b>Programs</b>	Faculty of International Liberal Arts Global Business Program / Global Studies Program/ Global Connectivity Program / Japanese Language Program / Japan Studies Program
<b>Language of Instruction</b>	<b>English</b> (except for language courses, and a few courses in the Japan Studies Courses for international students with advanced Japanese language skills)
<b>Average Class Size</b>	Approx. <b>15 students per class</b>
<b>No. of Students</b>	Degree-seeking Students: <b>864</b> (undergraduate) Non-Degree-seeking International Students: - <b>168</b> (from 30 countries and regions) in Fall 2023 - <b>124</b> (from 27 countries and regions) in Spring 2023
<b>No. of Faculty and Staff Members</b>	Full-time Faculty Members: Approx. 60 Administrative Staff: Approx. 100
<b>Partner Institutions</b>	<b>203</b> in 51 countries and regions

## Center for International Affairs

<b>Director</b>	<i>Ms. Mika Ito</i> (EMAIL: <a href="mailto:studyabroad@gl.aiu.ac.jp">studyabroad@gl.aiu.ac.jp</a> )
<b>International Collaboration Officer</b>	<i>Mr. Travis Senzaki</i> (EMAIL: <a href="mailto:ico@aiu.ac.jp">ico@aiu.ac.jp</a> )
<b>Inbound Exchange Team</b>	<i>Ms. Naoko Kawamura, Ms. Terumi Asakura, Ms. Hatsumi Sato, Ms. Kyoko Sasaki, Ms. Natasa Bastalic-Narita</i> (EMAIL: <a href="mailto:international@gl.aiu.ac.jp">international@gl.aiu.ac.jp</a> )
<b>Outbound Exchange Team</b>	<i>Ms. Kanako Morita, Ms. Miyuki Kimura, Ms. Chelsea Takahashi, Ms. Kumiko Takeuchi</i> (EMAIL: <a href="mailto:studyabroad@gl.aiu.ac.jp">studyabroad@gl.aiu.ac.jp</a> )

## Important Dates

\*Application Timeline: <https://web.aiu.ac.jp/en/short-term/semester-year-programs/application-timeline/>

\*Academic Calendar: [https://web.aiu.ac.jp/en/short-term/course/#academics\\_calendar\\_courses](https://web.aiu.ac.jp/en/short-term/course/#academics_calendar_courses)

### Spring Semester 2024

<b>Nomination Period*</b>	<b>Sep 1 - Sep 20, 2023</b>
<b>Application Period</b>	<b>Sep 1 - Nov 1, 2023</b>
<b>Arrival Dates</b>	<b>April 1, 2024</b>
<b>Semester Dates</b>	<b>April 8 - July 29, 2024</b> (Final Exam: <a href="#">July 23-29, 2024</a> )

### Fall Semester 2024

<b>Nomination Period*</b>	<b>Feb 1 - Feb 20, 2024</b>
<b>Application Period</b>	<b>Feb 1 - Apr 1, 2024</b>
<b>Arrival Dates</b>	<b>Aug 26, 2024</b> (Orientation: <a href="#">Aug 26 - 31, 2024</a> )
<b>Semester Dates</b>	<b>Sep 2 - Dec 20, 2024</b> (Final Exam: <a href="#">Dec 16 - 20, 2024</a> )  <b>Winter Program 2025:</b> <b>Jan 6 - Mar 5, 2025</b> (Final Exam: <a href="#">Feb 27 - Mar 5, 2025</a> ) " <a href="#">Winter Program</a> " is an OPTIONAL, intensive study period available for students enrolled in the fall semester. There is no tuition charge and it does not count in the exchange balance.

**\*Nomination Period:** We understand that some of our partners may not complete their student selection process by the nomination deadlines. In that case, please inform us of the expected number of nominees and the expected nomination submission date by the nomination deadline and we will secure spaces for your students.

## Application Procedure

<b>Eligibility</b>	<p>Students who wish to study at AIU for one or two semesters must meet all of the requirements (<b>Enrollment Status, GPA, English Proficiency</b>) listed on the following webpage. <a href="https://web.aiu.ac.jp/en/short-term/semester-year-programs/eligibility/">https://web.aiu.ac.jp/en/short-term/semester-year-programs/eligibility/</a></p>
<b>How to Apply</b>	<p>Our application procedure consists of three steps: <b>Step I: Online Nomination Form</b> *submitted by students' home institutions. <b>Step II: Online Application Form</b> *submitted by nominated students. <b>Step III: Application Documents Submission</b> by Email.</p> <p>Application information is available at the following webpage: <a href="https://web.aiu.ac.jp/en/short-term/semester-year-programs/how-to-apply/">https://web.aiu.ac.jp/en/short-term/semester-year-programs/how-to-apply/</a></p>
<b>Step I: Online Nomination Form</b>	<p>Home institutions submit the <b>Online Nomination Form</b> to AIU during the nomination period. AIU will then send the home institution a username and password for each student to access our Online Application System.</p> <p>For more information, please refer to the following webpage. <a href="https://web.aiu.ac.jp/en/short-term/semester-year-programs/how-to-apply/#nomination">https://web.aiu.ac.jp/en/short-term/semester-year-programs/how-to-apply/#nomination</a></p>
<b>Step II: Online Application Form</b>	<p>After receiving their username and password from their home institution, students complete the AIU Online Application Form in the <a href="#">Online Application System</a>.</p> <p>For more information, please refer to the following webpage. <a href="https://web.aiu.ac.jp/en/short-term/semester-year-programs/how-to-apply/#application">https://web.aiu.ac.jp/en/short-term/semester-year-programs/how-to-apply/#application</a></p>
<b>Step III: Application Documents Submission</b>	<p>After completing the Online Application Form, students scan all application documents and email them to <a href="mailto:international@gl.aiu.ac.jp">international@gl.aiu.ac.jp</a>. All documents must be written in English. Please send each application document as its own separate file, and send all document files as email attachments. (Please do not send all the documents together as one data file.)</p> <p>Required documents are available at the following webpage: <a href="https://web.aiu.ac.jp/en/short-term/semester-year-programs/how-to-apply/#documents">https://web.aiu.ac.jp/en/short-term/semester-year-programs/how-to-apply/#documents</a></p>

## Academic Information

<p><b>Courses Offered to International Students</b></p>	<p><b>All subject matter courses are taught in English and are available to international students.</b>  <i>*International students may NOT enroll in preparatory English language courses or certain courses that are required for and restricted to degree-seeking students only. Be sure to check the restrictions indicated in the Course Offerings available at the following link.</i>  <a href="https://web.aiu.ac.jp/en/short-term/course/">https://web.aiu.ac.jp/en/short-term/course/</a></p>
<p><b>Course Registration</b></p>	<p>All new students register for courses <a href="#">after arrival at AIU</a>.  Please note that the course list students submit in their application forms is for our screening committee's reference, NOT for official course registration.</p>
<p><b>Tips on Course Selection</b></p>	<p>- We strongly recommend students to obtain approval for as many alternatives as possible prior to arriving at AIU, in case they cannot get into their first-choice approved courses.</p> <p>- Our class sizes are small in order to ensure maximum interaction, so the capacity of each course is limited. Please understand there is a chance students will not be able to get into their first-choice courses. Seats for courses that exceed capacity are determined by lottery and a waiting list system.</p> <p>- Students are NOT able to register for courses which overlap in the timetable. Be sure to check the latest Class Schedule. Please note that Course Offerings, Class Schedules, and Syllabi will be updated in early June (for Fall semester) and in mid October (for Spring semester). If any slight changes occur, it will be updated in late August (for Fall semester) and in late March (for Spring semester). So please be sure to check the <a href="#">latest information</a> before course registration.</p>
<p><b>Attendance Policy</b></p>	<p>AIU's education model emphasizes student interaction in the classroom, so <b>attendance is mandatory</b>. Each instructor sets their own attendance policy and in some classes, absences can result in an automatic failing grade.</p>
<p><b>Academic Transcript</b></p>	<p>An official academic transcript will be sent to the international office of the student's home institution by the Division of Student Records <b>within 2-3 weeks</b> after the end of final exams.</p>
<p><b>Grading System</b></p>	<p><a href="https://web.aiu.ac.jp/en/short-term/course/grading/">https://web.aiu.ac.jp/en/short-term/course/grading/</a></p>
<p><b>Credit System</b></p>	<p><b>Number of Credits Required for Undergraduate Degree</b>  <b>124 credits</b></p> <p><b>Standard Number of Credits per Semester (Undergraduate)</b>  <b>15 credits</b>  (most courses are <u>3 credits</u> so students can expect to take <u>5 courses</u> per semester)</p> <p><b>Minimum / Maximum Credits per Semester</b>  <b>12 credits*</b> (min.) / <b>18 credits</b> (max.) <i>*Required by Japanese Immigration Law</i></p> <p><b>Class Hours</b>  <u>One class hour is 50 minutes.</u>  (Students are expected to study on their own for two hours per every one class hour, working on preparation, research assignments or homework.)</p> <p><b>Calculation of one credit</b></p> <ul style="list-style-type: none"> <li>● <u>One credit</u> for a lecture class requires <b>15 class hours</b> per semester</li> <li>● <u>One credit</u> for an experimental, laboratory or an activity course requires <b>30 class hours</b> per semester</li> <li>● <u>One credit</u> for a seminar requires <b>15-30 class hours</b> per semester</li> </ul>

## Housing and Dining Information

<b>Guaranteed On-campus Housing</b>	All international students are required to live in <b>guaranteed on-campus housing</b> . Over 80% of all AIU students live on our residential campus, and living here gives you easy access to student clubs and circles, campus events, and many kinds of community interaction opportunities.
<b>Homestay</b>	Not available
<b>Housing Options</b>	<a href="https://web.aiu.ac.jp/en/campuslife/housing/#details">https://web.aiu.ac.jp/en/campuslife/housing/#details</a> *Note regarding Komachi Hall: Students will share a room with first-year degree-seeking AIU students in Komachi Hall. The housing rules (Quiet Hours, no drinking, etc.) differ from other AIU residences.
<b>Housing Fees</b>	<a href="https://web.aiu.ac.jp/en/campuslife/housing/#rentandfees">https://web.aiu.ac.jp/en/campuslife/housing/#rentandfees</a>
<b>Meal Fees</b>	<a href="https://web.aiu.ac.jp/en/campuslife/dining/#shortterm">https://web.aiu.ac.jp/en/campuslife/dining/#shortterm</a>

## Financial Matters

<b>Cost of Living</b>	<a href="https://web.aiu.ac.jp/en/short-term/semester-year-programs/cost-of-living/">https://web.aiu.ac.jp/en/short-term/semester-year-programs/cost-of-living/</a>													
<b>Payment Schedule</b>	<table border="1"> <thead> <tr> <th></th> <th>Billing Date</th> <th>Payment Date</th> </tr> </thead> <tbody> <tr> <td>Fall Semester</td> <td>July 1</td> <td>July 31</td> </tr> <tr> <td>Winter Program</td> <td>December 15</td> <td>mid to late December</td> </tr> <tr> <td>Spring Semester</td> <td>February 1</td> <td>February 28</td> </tr> </tbody> </table>		Billing Date	Payment Date	Fall Semester	July 1	July 31	Winter Program	December 15	mid to late December	Spring Semester	February 1	February 28	<p>* Invoices will be available in students' online application accounts.</p> <p>*The full amount needs to be paid to the AIU bank account by wire transfer.</p>
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Fall Semester	July 1	July 31												
Winter Program	December 15	mid to late December												
Spring Semester	February 1	February 28												
<b>Money Matters</b>	<p><b>Cash</b> Bring enough cash to cover your <b>first 5 - 6 weeks</b> in Japan and be sure to exchange currency to Japanese Yen <b>before arriving in Akita</b>.</p> <ul style="list-style-type: none"> <li>It will take a few weeks to open a bank account to become able to receive international wire transfers.</li> </ul> <p><b>Credit Cards</b></p> <ul style="list-style-type: none"> <li>Students are strongly recommended to bring a valid credit card to Japan (Visa, MasterCard, Diner's Club, American Express).</li> <li>Many major banks, hotels, restaurants, etc. accept credit cards, but the majority of local retailers, restaurants, etc. do not accept credit cards.</li> <li>Students should verify that their credit card contracts allow them to use their cards in Japan before arrival.</li> </ul>													

## Arrival Information

<b>Access to the University</b>	<p>The AIU campus is approximately a <b>10-minute</b> drive from <u>Akita Airport</u> and a <b>30-minute</b> drive from the <u>JR Akita Train station</u>. <a href="https://web.aiu.ac.jp/en/about/access/">https://web.aiu.ac.jp/en/about/access/</a></p>
<b>Arrival Date and Time</b>	<p>All students must arrive on campus during the designated date and times (no exceptions) in order to complete necessary paperwork related to residence registration, mandatory insurances, etc. that will need to be done on the date of arrival.</p> <p>If students cannot find a flight that arrives in Akita during that time, they must arrive the night before and come to campus during the designated date and time. The designated date and times of arrival will be informed to accepted students at the time of the application results announcement.</p>
<b>Pick-up Service</b>	<p>As public transportation is very limited in Akita, we ask that students use AIU's free pick-up bus service from Akita Airport or JR Akita Train Station at the designated times on the arrival date.</p> <p>For more information, please refer to the following webpage. <a href="https://web.aiu.ac.jp/en/short-term/semester-year-programs/transportation-and-hotel/">https://web.aiu.ac.jp/en/short-term/semester-year-programs/transportation-and-hotel/</a></p>

## Visa Information

<b>Student Visa Application Procedure</b>	<p>It is the student's responsibility to enter Japan with the appropriate Student Visa to start their studies at AIU. Students must be familiar with the information described in the webpage below: <a href="https://web.aiu.ac.jp/en/short-term/semester-year-programs/visa/">https://web.aiu.ac.jp/en/short-term/semester-year-programs/visa/</a></p>
<b>Work Permit</b>	<p>International students may engage in part time work after obtaining a work permit <b>at their airport of arrival</b>. Instructions for applying for a <b>work permit</b> will be provided by email at least one month before the semester begins.</p> <p>Please also refer to the webpage: <a href="https://web.aiu.ac.jp/en/campuslife/work-permit-and-re-entry-permit/">https://web.aiu.ac.jp/en/campuslife/work-permit-and-re-entry-permit/</a></p>

## Medical Preparation

<b>Medical Information Form</b>	<p>All admitted students are required to submit a completed Medical Information Form, which is available in their AIU Online System account after acceptance. The Medical Information Form consists of three parts. Part I is completed online by students. After completing the online part (Part I), they must bring Part I and Part II to their physician for completion, have their parent, guardian, or next-of-kin complete Part III, then submit ALL THREE PARTS TOGETHER by email.</p> <p>Students and their home university coordinator are asked to go over the Medical Information Form together before submission. Home universities should also know about any conditions students have so that we can work together to provide support in case of an emergency.</p>
<b>Support on AIU Campus</b>	<p><b>"Health and Medical Care Room", "Counseling Room"</b> There is a "Health and Medical Care Room" and a "Counseling Room" on campus. Please note that there is no medical doctor stationed on campus. For more information, please refer to the following webpage. <a href="https://web.aiu.ac.jp/en/campuslife/health-and-counseling/">https://web.aiu.ac.jp/en/campuslife/health-and-counseling/</a></p> <p><b>"Special Accommodations"</b> If students require any Academic and/or Physical Support (such as housing considerations) while at AIU, applications must be submitted by the specified deadline. For more information, please refer to the following webpage <a href="https://web.aiu.ac.jp/en/campuslife/disability/">https://web.aiu.ac.jp/en/campuslife/disability/</a> or contact Study Support and Student Wellbeing Coordinator (<a href="mailto:studentwellbeing@gl.aiu.ac.jp">studentwellbeing@gl.aiu.ac.jp</a>).</p>
<b>Bringing Medications</b>	<p>Students who intend to bring medications or continue using medications in Japan should prepare to bring all required medicines with them upon arrival, as it may be difficult or impossible to acquire the same medicines in Japan.</p> <p>However, it is illegal to bring some prescription and over-the-counter medicines commonly used in the United States or other countries to Japan, including some inhalers, allergy, and sinus medications. For more information on how to bring medications to Japan, please refer to the following webpage. <a href="https://web.aiu.ac.jp/en/short-term/semester-year-programs/health-and-medical-care/">https://web.aiu.ac.jp/en/short-term/semester-year-programs/health-and-medical-care/</a></p>
<b>Hospitals and Clinics Situation in Akita</b>	<p>There is little medical support available in English at clinics and hospitals in Akita. Students must ensure that they can access any necessary ongoing medical services during their stay in Akita prior to traveling to Japan. In general AIU does not provide hospital escort or interpretation services. Please refer to the following webpage for some common misconceptions regarding medical preparation. <a href="https://web.aiu.ac.jp/en/short-term/semester-year-programs/health-and-medical-care/">https://web.aiu.ac.jp/en/short-term/semester-year-programs/health-and-medical-care/</a></p>
<b>Overseas Travel Insurance</b>	<p>International students are required to purchase overseas travel insurance before departure. Please read the detailed information on the following web page: <a href="http://web.aiu.ac.jp/en/short-term/semester-year-programs/insurance/">http://web.aiu.ac.jp/en/short-term/semester-year-programs/insurance/</a></p>