2022 Undergraduate Handbook

Shape your world

APU

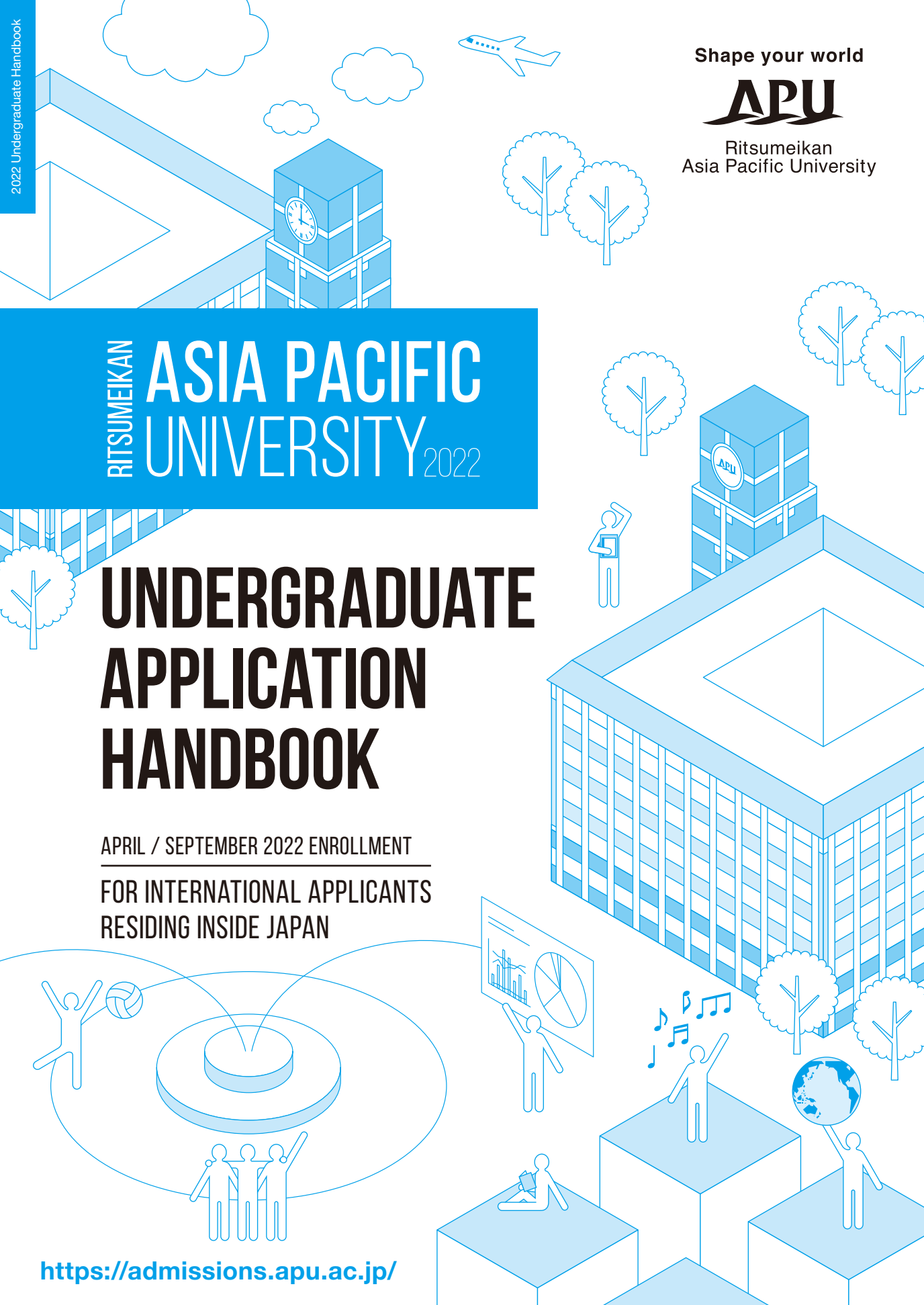
Ritsumeikan
Asia Pacific University

RITSUMEIKAN ASIA PACIFIC UNIVERSITY 2022

UNDERGRADUATE APPLICATION HANDBOOK

APRIL / SEPTEMBER 2022 ENROLLMENT

FOR INTERNATIONAL APPLICANTS
RESIDING INSIDE JAPAN



https://admissions.apu.ac.jp/

2022 Personal Information Policy

Personal information collected from individuals during the admissions process will be handled in accordance with the following:

1. Purpose of Use of Personal Information
   1) To carry out the admissions process, such as screening, etc.
   2) To notify results
   3) To send enrollment-related documents
   4) To complete the procedures to attain the Certificate of Eligibility to issue a visa
   5) To send the orientation guide for international students
   6) To send information on pre-enrollment education
   7) To send information on post-enrollment living matters (accommodation services, personal injury insurance, university co-op, etc.)
   8) To send various questionnaires after admission

2. Management of Personal Information
   Ritsumeikan Asia Pacific University will manage the personal information of applicants in compliance with relevant laws and regulations. Information will be managed securely to prevent loss, destruction or divulgence.

3. Outsourcing services associated with the provision of personal data
   Ritsumeikan Asia Pacific University may outsource certain work that includes the handling of personal data to a third-party entity having executed an agreement on the proper handling of personal information.

4. Statistical Use of Personal Information
   Ritsumeikan Asia Pacific University may use data extracted from applicants' personal information to conduct various statistical analysis to be used for surveys and research relating to the admissions process. This data may also be provided to students interested in applying to Ritsumeikan Asia Pacific University. However, the university shall ensure that any information made public cannot be used to identify specific individuals.

Refer to the admissions website for detailed information about APU's GDPR policy (https://admissions.apu.ac.jp/regulations/).

Organizations Providing Standardized Examinations

Japanese Language Proficiency Test
The Japan Foundation/Japanese Educational Exchange and Services
https://www.jlpt.jp

Examination for Japanese University Admission (EJU)
Japan Student Services Organization (JASSO)
https://www.jasso.go.jp/ryugaku/study_j/eju/index.html

TOEFL® Test
Test of English as a Foreign Language by ETS: Educational Testing Service
http://www.ets.org/toefl

IELTS
International English Language Testing System by the British Council
https://www.ielts.org

Cambridge English Language Assessment
Cambridge English Language Assessment by Cambridge Assessment English
https://www.cambridgeenglish.org

TOEIC® Test
Test of English for International Communication by ETS: Educational Testing Service
https://www.ets.org/toeic

PTE Academic Pearson Test of English Academic by PEARSON
https://pearsonpte.com/

EIKEN Test in Practical English Proficiency（実用英語技能検定）
The Society for Testing English Proficiency
https://www.eiken.or.jp

Duolingo English Test
https://englishtest.duolingo.com/

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L&R is an abbreviation for LISTENING AND READING.

Educational Objectives

The educational objectives of Ritsumeikan Asia Pacific University (APU) are established on the premise of the following:

1. To cultivate Japanese citizens with global perspectives and worldviews who can cooperate with peoples of various countries and regions in the spirit of mutual international understanding.
2. To cultivate international students who, by learning at a Japanese institute of higher education, develop a proper understanding of Japan and become active in the global arena.
3. To cultivate talented individuals who can build amicable and trustworthy relationships between Japan and the countries of the world and contribute to developing the future economies and societies in their respective countries and regions.

College of Asia Pacific Studies

The mission of the College of Asia Pacific Studies is to cultivate human resources who, upon comprehensive understanding of the diverse political conditions, economies, societies, and cultures of the Asia Pacific region, will (1) achieve basic and advanced knowledge in such areas as global society, environment and development, and tourism; (2) develop language, communication and problem-solving abilities; and (3) through understanding of the diverse problems facing the Asia Pacific, be able to contribute to the sustainable development and coexistence in the region.

College of International Management

The mission of the College of International Management is to cultivate human resources with strong business ethics that will play an active role in resolving management issues at globalizing enterprises and other organizations by imparting fundamental knowledge in management, enhancing intercultural communication skills, and upholding cultural diversity.

APU hopes to realize these educational objectives by accepting outstanding students from all over the world.

Admission Policy

Ritsumeikan Asia Pacific University (APU) welcomes students who will uphold the university's basic ideals of Freedom, Peace, and Humanity, International Mutual Understanding, and the Future Shape of the Asia Pacific Region. These students should also, while using both English and Japanese, be ready to acknowledge and understand differences in cultures and values, engage actively in an international campus community, and contribute to mutual learning.

New undergraduate students must possess the following attributes and abilities in order to engage in this kind of learning:

1. Knowledge and Skills
   - Basic knowledge required for studying at university
   - English or Japanese language proficiency required to pursue university-level studies
2. Reasoning, Judgment, and Expression
   - Critical thinking, analytical ability, and creativity needed to identify problems and proactively work towards their resolution
   - Ability to interpret information accurately, as well as express one's own ideas clearly and logically using facts and data
3. Initiative and Capacity to Collaborate with Individuals from Diverse Backgrounds
   - Ability to pursue goals and follow them through
   - Readiness to engage with and support others on the basis of mutual understanding
   - Desire to make full use of a multicultural learning environment and participate in multicultural collaborative learning

College of Asia Pacific Studies

1. Interest in one of the fields of environment and development, hospitality and tourism, international relations and peace studies, and culture, society, and media in the Asia Pacific region and global society
2. Ability to integrate large amounts of information and think from multiple angles when framing opinions

College of International Management

1. Interest in global management
2. Desire to contribute to the development of the Asia Pacific region and the world at large as a global citizen with an understanding of social responsibility

In order to admit undergraduate students compatible with APU's learning environment, applicants will be evaluated through a comprehensive assessment of the aforementioned knowledge, skills, reasoning, judgement, expression, initiative, and capacity to collaborate with individuals from diverse backgrounds using a variety of methods.

WHO THIS APPLICATION HANDBOOK IS FOR

1. International Applicants Residing in Japan

- You currently reside in Japan with a Student status of residence or another status of residence (excluding short-term or permanent residency) and will continue to live in Japan during your application period until your prospective enrollment date.*1
- You currently reside in Japan with a Student status of residence, and will be able to renew your Student status of residence before your prospective enrollment date.*2

*1 Spring: April 1, 2022. Fall: September 21, 2022.

*2 If you currently possess a status of residence (visa status) other than Student but intend on changing to Student before enrolling at APU, you must complete the necessary procedures to change your status of residence by yourself. Consult the Japanese Immigration Bureau directly for details regarding how to change your current status of residence to Student. In addition, submit the Letter of Intent to Change to Student Residence Status with your application.

OTHER APPLICANT CATEGORIES

1. Japanese/Domestic Applicants

- You possess Japanese nationality, including Japanese dual nationality, or you have permanent residence status in Japan.

If you are a Japanese/domestic applicant, do not use the information in this handbook. Contact the Office of Domestic Admissions using the contact information below to find out how to apply. If you are admitted as an international applicant even though you possess Japanese nationality, your APU Tuition Reduction Scholarship award will be withdrawn and your acceptance to APU may be revoked. If you have any concerns, you may confirm further details via the Inquiry Form listed on the back cover before applying.

2. International Applicants Residing Outside Japan

- You are currently living outside of Japan and will continue to reside outside Japan during the entirety of the application process.

If you are an international applicant residing outside Japan, do not use the information in this handbook. Instead, refer to our Undergraduate Application Handbook for International Applicants Residing Outside Japan, available to download on the APU Admissions website (https://admissions.apu.ac.jp/material_download/).

Note: If you are a US armed forces personnel, family member, or civilian under the US-Japan Status of Forces Agreement (SOFA), this application handbook is not for you, and you should instead use our Undergraduate Application Handbook for International Applicants Residing Outside Japan. You may confirm further details via the Inquiry Form listed on the back cover before applying.

If you are still unclear about your admissions category, contact the Office of International Admissions using the contact information below before applying.

Contact

Admissions for International Applicants
Office of International Admissions
Contact us using the inquiry form on the page linked below.
https://admissions.apu.ac.jp/contact_us/
TEL: +81-977-78-1119
Hours: Monday - Friday, 9:00 - 17:30 (Japan Time)
Closed Tuesdays, 9:30 - 11:30
URL: https://admissions.apu.ac.jp/

Admissions for Japanese/Domestic Applicants
Office of Domestic Admissions
TEL: +81-977-78-1120
Hours: Monday - Friday, 9:00 - 17:30 (Japan Time)
FAX: +81-977-78-1199
URL: http://www.apumate.net

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To apply online, please go to:
https://admissions.apu.ac.jp/



GENERAL PROCESS FROM APPLICATION TO FINAL RESULTS

The following is the general application process. Note that this process might be different for each applicant. It takes approximately three and a half months from the time you start your application to the time you receive your final results.

Step 1
Create an account within the APU Online Application System.

Step 2
Enter your application information and upload your documents.
Find a list of the required documents and information on how to apply starting from page 13.

Stage 1

Step 3
Pay your application fee and submit your online application.

Step 4
Complete your online assessment to finalize your application.
Refer to page 24 for more information.

Step 5
Receive your Stage 1 results.
(If you pass Stage 1, you will be able to proceed to Stage 2.)

Stage 2

Step 6
Attend an online interview (applicants not applying for the APU Tuition Reduction Scholarship and third year transfer applicants are exempt).

Step 7
Receive your application results and APU Tuition Reduction Scholarship results.

After Being Admitted

Note that there are additional enrollment procedures that need to be completed if you are admitted. For more details on the enrollment process, including your student visa application, refer to page 28 – 31.

ONLINE APPLICATION CHECKLIST

Apply online through the APU Online Application System at (https://admissions.apu.ac.jp/apply_online/).

- A digital copy of all required application documents should be submitted through the online application.
- There is no need to print out the documents submitted online and send them to APU at the time of application. All documents submitted online will be treated as an authentic copy.
- Upload an official English or Japanese translation for documents not written in English or Japanese. (Refer to page 29 for more details.)

1. Documents for the Online Application

☑	
☐	A. General information
☐	B. Academic history
☐	C. Academic documents (transcripts, graduation certificate, attendance report from language programs and technical colleges in Japan (if applicable))
☐	D. Language requirement information
☐	E. Test scores and documents
☐	F. Application essays (submit the Reapplication Statement if you are reapplying to APU)
☐	G. Letter of recommendation
☐	H. Extracurricular activities report and documents
☐	I. Expected scholarship information (upload certification of scholarships received from organizations other than APU)
☐	J. Information on previous entry to Japan
☐	K. Other required documents Photograph, Passport (if available), Residence card (only if you already have a valid status of residence), Letter of Intent to Change to Student Residence Status (if applicable)
☐	L. Signature and APU Survey
☐	M. Digital copy of application fee payment receipt (only if you pay by bank transfer)

2. Documents for Transfer Applicants

☐	A. Transfer student educational background information
☐	B. Transfer eligibility documents
☐	C. Application to transfer credits (only third year transfer applicants)
☐	D. Syllabus (only third year transfer applicants)

Keep Your Documents

Enrolling students must submit original or certified documents for the uploaded application documents to APU by post. Your acceptance to APU will be revoked if your original or certified documents submitted after acceptance differ from those uploaded with your online application, or if you are not able to submit original or certified documents.

FIRST YEAR APPLICATION OVERVIEW

This section is for first year applicants residing in Japan who do not possess Japanese nationality (including dual nationality) or Japanese Permanent Resident status.

1. Number of Students Accepted

Expected yearly intake of international undergraduate students residing in Japan:

	April 2022 Enrollment	September 2022 Enrollment
College of Asia Pacific Studies	10	5
College of International Management	10	5

2. Application Eligibility

You must fulfill **both** Requirement 1 and Requirement 2:

A. Requirement 1: Educational Qualifications

You must have graduated or be scheduled to graduate from a high school (or secondary school) designated by the Japanese School Education Act or have an academic background equivalent to one of the educational criteria listed below by the time of enrollment* to APU.

For most applicants, this means you must have:

1. **Completed a 12-year standard education curriculum at an educational institution.** If this applies to you, proceed to Requirement 2: Language Proficiency on page 7.

If you will not complete a 12-year standard education curriculum, you must have an academic background equivalent to one of the following educational criteria by the time of enrollment* to APU:

2. Completed a standard overseas education curriculum at an educational institution in Japan designated by the Japanese Ministry of Education, Culture, Sports, Science and Technology (MEXT).
3. Completed an upper secondary course at a special training college designated by MEXT.
4. Completed a standard education curriculum in less than 12 years at an overseas institution and have completed a curriculum at a preparatory educational institution designated by MEXT or at an educational center designated by MEXT.
5. Received an International Baccalaureate Diploma, Abitur, Baccalaureate Diploma, or GCE A Level results.
6. Completed a 12-year standard education curriculum accredited by an international evaluation group (WASC, CIS, ACSI). Further information can be found on the admissions website.
7. Be at least 18 years of age and have passed an official examination that shows academic background equivalent or superior to that obtained from a 12-year standard education curriculum.
8. Be at least 18 years of age and have been recognized through an individual screening by APU as having an academic background equivalent to or higher than a high school graduate.
9. Completed an 11-year standard education curriculum at an educational institution in Belarus, Myanmar, Peru, Russia, Sudan, Uzbekistan, or at an educational institution designated by MEXT (as of January 31, 2019). For more details, contact the Office of International Admissions before applying.

Please refer to the admissions website (https://admissions.apu.ac.jp/how_to_apply/) if you would like to confirm if you meet the educational qualifications necessary to apply. At the time of application, you must submit documents online proving that you will meet one of the above educational criteria by the time of enrollment to APU. After receiving your final results, you must submit further documentation by post proving that you have successfully met the required educational criteria in order to enroll at APU. Failure to submit such documentation in a timely manner may result in your acceptance to APU being revoked. If you possess an academic background other than those listed above, you may confirm further details via the Inquiry Form listed on the back cover before applying.

Other Educational Qualifications

If you left high school before graduating, or completed a 12-year standard elementary and secondary school education curriculum in less than 12 years as a result of grade skipping or early graduation and will be younger than 18 years of age by the time of enrollment*, you may confirm further details via the Inquiry Form listed on the back cover before applying.

*The date of enrollment is April 1 for spring enrollment and September 21 for fall enrollment.

B. Requirement 2: Language Proficiency

You must meet one of the following English or Japanese language proficiency requirements. Certain applicants may be exempt from having to submit a language proficiency test score. Refer to page 15 and 16 for more details.

Minimum English Proficiency Requirements							
IELTS	IELTS Indicator	TOEFL iBT® Test	TOEFL iBT® Home Edition	TOEIC® L&R Test	Cambridge English Language Assessment	PTE Academic	EIKEN
6.0*		75		750	169	50	Grade Pre-1

*A minimum of 5.5 is required for each section

Minimum Japanese Proficiency Requirements		
JLPT N1	JLPT N2	EJU Japanese*
100	120	1) Reading and 2) Listening and Listening-Reading: combined score of 250 3) Writing: 30

*Both minimum scores must be met

Note: Only scores of examinations taken on or after June 1, 2019 (for April 2022 enrollment) and September 1, 2019 (for September 2022 enrollment) will be accepted. Examinations taken after the application deadline will not be accepted.

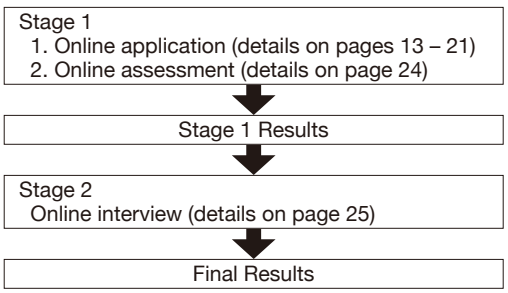
See page 16 for more information if you are unable to take any of the above listed tests due to the effects of the COVID-19 pandemic.

3. Application Process

The application process will differ depending on whether or not you apply for the APU Tuition Reduction Scholarship. Details regarding the APU Tuition Reduction Scholarship are available on page 22.

Applicants who will apply for the APU Tuition Reduction Scholarship

Your application process will be divided into two stages. You must first pass stage 1 in order to proceed to stage 2.



Stage 1 Results

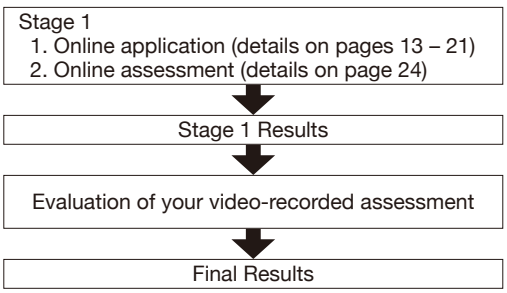
The results of stage 1 will be based on your online application and the results of the assessment tests you take during the online assessment. If you pass stage 1, you will be contacted by email with more information regarding how to proceed to stage 2.

Final Results

The final results will be based on your interview and application overall.

Applicants who will not apply for the APU Tuition Reduction Scholarship

Your application will be evaluated in two stages. You must first pass stage 1 in order to receive your final application results.



Stage 1 Results

The results of stage 1 will be based on your online application and the results of the assessment tests you take during the online assessment. Your stage 1 results will be sent by email.

Final Results

The final results will be based on the video-recorded assessment you take with the online assessment and application overall.

The final results will be posted on the admissions website on the final result notification date. Information regarding how to view the final results will be sent to you by email. Note that inquiries regarding final results will not be accepted.

4. Application Schedule

In the following application schedules, “No.” corresponds to the numbers for the *Enrollment Procedure Deadlines* on pages 30. Note that for the final application period for each enrollment semester (No. 3 and No. 4), the deadline to complete the enrollment procedures after being admitted is shorter than other periods. Be sure to check these deadlines before applying. Deadlines will not be extended under any circumstances.

A. General Application Schedule

April 2022 Enrollment

Online Application Period		Stage 1 Results	Stage 2: Online Interview*	Final Results	No.
Application Period Start Date	Application Period Deadline				
Jun 29, 2021 (Tue)	Jul 29, 2021 (Thu)	Aug 26, 2021 (Thu)	Sep 11, 2021 (Sat) Sep 12, 2021 (Sun)	Sep 27, 2021 (Mon)	1
Sep 20, 2021 (Mon)	Oct 20, 2021 (Wed)	Nov 5, 2021 (Fri)	Nov 20, 2021 (Sat) Nov 21, 2021 (Sun)	Dec 13, 2021 (Mon)	2
Nov 22, 2021 (Mon)	Jan 12, 2022 (Wed)	Jan 27, 2022 (Thu)	Feb 12, 2022 (Sat) Feb 13, 2022 (Sun)	Mar 1, 2022 (Tue)	3

September 2022 Enrollment

Online Application Period		Stage 1 Results	Stage 2: Online Interview*	Final Results	No.
Application Period Start Date	Application Period Deadline				
Nov 22, 2021 (Mon)	Jan 12, 2022 (Wed)	Jan 27, 2022 (Thu)	Feb 12, 2022 (Sat) Feb 13, 2022 (Sun)	Mar 1, 2022 (Tue)	4
Jan 31, 2022 (Mon)	Mar 2, 2022 (Wed)	Mar 17, 2022 (Thu)	Apr 2, 2022 (Sat) Apr 3, 2022 (Sun)	Apr 25, 2022 (Mon)	5
Apr 18, 2022 (Mon)	May 18, 2022 (Wed)	Jun 2, 2022 (Thu)	Jun 18, 2022 (Sat) Jun 19, 2022 (Sun)	Jul 11, 2022 (Mon)	6

*Only if you apply for the APU Tuition Reduction Scholarship.

SECOND AND THIRD YEAR TRANSFER APPLICATION OVERVIEW

This section is for second and third year transfer applicants residing in Japan who do not possess Japanese nationality (including dual nationality) or Japanese Permanent Resident status.

1. Number of Students Accepted

Expected yearly intake of international undergraduate transfer students (residing both inside and outside Japan):

	Second Year Transfer	Third Year Transfer
College of Asia Pacific Studies	10	15
College of International Management	20	28

2. Application Eligibility

Applicants must fulfill **both** Requirement 1 and Requirement 2:

A. Requirement 1: Educational Qualifications

Transfer Students from Non-Bachelor's Degree Programs

This refers to students who plan to transfer to APU from an educational program other than a bachelor's degree program.

Second and third year transfer applicants must fulfill one of the following requirements:

1. Have graduated from a junior college by the time of enrollment[*1] to APU.
2. Have graduated from a technical college in Japan by the time of enrollment[*1] to APU.
3. Have graduated from a special training school approved by the Japanese Ministry of Education, Culture, Sports, Science and Technology (MEXT) by the time of enrollment[*1] to APU. Note that application eligibility will be restricted to the terms stated in Article 90 of the School Education Act.

Transfer Students from Bachelor's Degree Programs

This refers to students who plan to transfer to APU from a bachelor's degree program at another university or students who plan to transfer to APU after already receiving a bachelor's degree from another university.

Second year transfer applicants must satisfy one of the two requirements below:

1. Applicants who meet all of the following requirements by the time of enrollment[*1] to APU:
   - Have completed at least one year of study in a university bachelor's degree program outside Japan.
   - Have completed 13 years of formal education based on a standard course curriculum[*2].
   - Have acquired at least one fourth of the credits needed to graduate from their current university's bachelor's degree program.
2. Applicants who have completed at least one year of study in a university bachelor's degree program within Japan and acquired at least 30 course credits by the time of enrollment[*1] to APU.

Third year transfer applicants must satisfy one of the two requirements below:

1. Applicants who meet all of the following requirements by the time of enrollment[*1] to APU:
   - Have completed at least two years of study in a university bachelor's degree program outside Japan.
   - Have completed 14 years of formal education based on a standard course curriculum[*2].
   - Have acquired at least half of the credits needed to graduate from their current university's bachelor's degree program.
2. Applicants who have completed at least two years of study in a university bachelor's degree program within Japan and acquired at least 60 course credits by the time of enrollment[*1] to APU.

At the time of application, you must submit documents online proving that you will meet one of the above educational criteria by the time of enrollment to APU. After receiving your final results, you must submit further documentation by post proving that you have successfully met the required educational criteria in order to enroll at APU. Failure to submit such documentation in a timely manner may result in your acceptance to APU being revoked. If you possess an academic background other than those listed above, you may confirm further details via the Inquiry Form listed on the back cover before applying.

Transfer applicants from countries and regions that do not satisfy the standard 12-year education requirement must have completed or be scheduled to complete their second or third year of university-level education.

[*1] The date of enrollment is April 1 for spring enrollment and September 21 for fall enrollment.

[*2] If you have completed an 11-year standard education curriculum at an educational institution in a country designated by MEXT (Belarus, Myanmar, Peru, Russia, Sudan, or Uzbekistan) as of January 31, 2019 and are currently enrolled in an educational institution for your 12th or 13th year of formal education, you may confirm further details via the Inquiry Form listed on the back cover.

B. Requirement 2: Language Proficiency

You must meet one of the following English or Japanese language proficiency requirements. Certain applicants may be exempt from having to submit a language proficiency test score. Refer to page 15 and 16 for more details.

Minimum English Proficiency Requirements							
IELTS	IELTS Indicator	TOEFL iBT® Test	TOEFL iBT® Home Edition	TOEIC® L&R Test	Cambridge English Language Assessment	PTE Academic	EIKEN
6.5*		85		800	176	58	Grade 1

*A minimum of 6.0 is required for each section

Minimum Japanese Proficiency Requirements		
JLPT N1	JLPT N2	EJU Japanese*
110	140	1) Reading and 2) Listening and Listening-Reading: combined score of 280 3) Writing: 35

*Both minimum scores must be met

Note: Only scores of examinations taken on or after June 1, 2019 (for April 2022 enrollment) and September 1, 2019 (for September 2022 enrollment) will be accepted. Examinations taken after the application deadline will not be accepted.

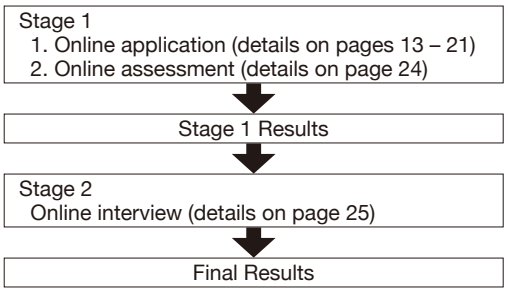
See page 16 for more information if you are unable to take any of the above listed tests due to the effects of the COVID-19 pandemic.

3. Application Process

For second year transfer applicants, the application process will differ depending on whether or not your apply for the APU Tuition Reduction Scholarship. Details regarding the APU Tuition Reduction Scholarship are available on page 22.

Second year transfer applicants who will apply for the APU Tuition Reduction Scholarship

Your application process will be divided into two stages. You must first pass stage 1 in order to proceed to stage 2.



Stage 1 Results

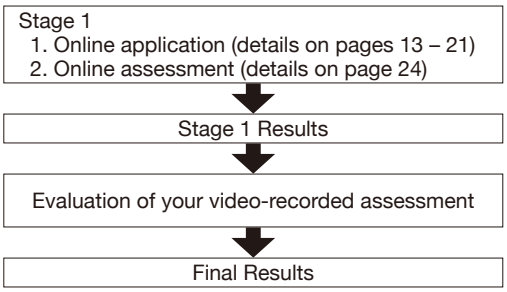
The results of stage 1 will be based on your online application and the results of the assessment tests you take during the online assessment. If you pass stage 1, you will be contacted by email with more information regarding how to proceed to stage 2.

Final Results

The final results will be based on your interview and application overall.

Second year transfer applicants who will not apply for the APU Tuition Reduction Scholarship and **all third year transfer applicants**

Your application will be evaluated in two stages. You must first pass stage 1 in order to receive the final application results.



Stage 1 Results

The results of stage 1 will be based on your online application and the results of the assessment tests you take during the online assessment. Your stage 1 results will be sent by email.

Final Results

The final results will be based on the video-recorded assessment you take with the online assessment and application overall.

The final results will be posted on the admissions website on the final result notification date. Information regarding how to view the final results will be sent to you by email. Note that inquiries regarding final results will not be accepted.

4. Second Year Transfer Application Schedule

In the following application schedules, “No.” corresponds to the numbers for the Enrollment Procedure Deadlines on pages 30 and 31. Note that for the final application period for each enrollment semester (No. 3 and No. 4), the deadline to complete the enrollment procedures after being admitted is shorter than other periods. Be sure to check these deadlines before applying. Deadlines will not be extended under any circumstances.

A. General Application Schedule

April 2022 Enrollment

Online Application Period		Stage 1 Results	Stage 2: Online Interview*	Final Results	No.
Application Period Start Date	Application Period Deadline				
Jun 29, 2021 (Tue)	Jul 29, 2021 (Thu)	Aug 26, 2021 (Thu)	Sep 11, 2021 (Sat) Sep 12, 2021 (Sun)	Sep 27, 2021 (Mon)	1
Sep 20, 2021 (Mon)	Oct 20, 2021 (Wed)	Nov 5, 2021 (Fri)	Nov 20, 2021 (Sat) Nov 21, 2021 (Sun)	Dec 13, 2021 (Mon)	2
Nov 22, 2021 (Mon)	Jan 12, 2022 (Wed)	Jan 27, 2022 (Thu)	Feb 12, 2022 (Sat) Feb 13, 2022 (Sun)	Mar 1, 2022 (Tue)	3

September 2022 Enrollment

Online Application Period		Stage 1 Results	Stage 2: Online Interview*	Final Results	No.
Application Period Start Date	Application Period Deadline				
Nov 22, 2021 (Mon)	Jan 12, 2022 (Wed)	Jan 27, 2022 (Thu)	Feb 12, 2022 (Sat) Feb 13, 2022 (Sun)	Mar 1, 2022 (Tue)	4
Jan 31, 2022 (Mon)	Mar 2, 2022 (Wed)	Mar 17, 2022 (Thu)	Apr 2, 2022 (Sat) Apr 3, 2022 (Sun)	Apr 25, 2022 (Mon)	5
Apr 18, 2022 (Mon)	May 18, 2022 (Wed)	Jun 2, 2022 (Thu)	Jun 18, 2022 (Sat) Jun 19, 2022 (Sun)	Jul 11, 2022 (Mon)	6

*Only if you apply for the APU Tuition Reduction Scholarship.

5. Third Year Transfer Application Schedule

A. General Application Schedule

These schedules are for **all** third year transfer applicants residing in Japan.

April 2022 Enrollment

Online Application Period		Stage 1 Results	Final Results	No.
Application Period Start Date	Application Period Deadline			
Aug 30, 2021 (Mon)	Sep 29, 2021 (Wed)	Oct 14, 2021 (Thu)	Dec 6, 2021 (Mon)	7
Nov 1, 2021 (Mon)	Dec 1, 2021 (Wed)	Dec 16, 2021 (Thu)	Jan 31, 2022 (Mon)	8

September 2022 Enrollment

Online Application Period		Stage 1 Results	Final Results	No.
Application Period Start Date	Application Period Deadline			
Jan 31, 2022 (Mon)	Mar 2, 2022 (Wed)	Mar 17, 2022 (Thu)	Apr 25, 2022 (Mon)	9
Apr 4, 2022 (Mon)	May 11, 2022 (Wed)	May 26, 2022 (Thu)	Jul 11, 2022 (Mon)	10

6. Special Considerations for Transferring as a Third Year Student

Because of the unique education and job-seeking system in Japan, there are times when we recommend that students apply as a second year transfer student even if they will complete two years of study at a higher education institution before enrolling at APU. Read the following points before applying and take into consideration your plans for study and job-seeking after enrollment.

In general, third year transfer students should be able to transfer at least 10 credits as major subject-equivalent credits. However, considering the limited time available to spend on student clubs, part-time work, job hunting, and other non-study activities, many may still find it challenging to acquire the necessary number of credits to graduate within two years.

Job hunting is done while students are in the second half of their third year and may continue until students are in their fourth year. If you wish to seek employment in Japan, you will need to devote a certain amount of time to job hunting activities and may therefore be unable to take as many credits as necessary to graduate within two years. Additionally, Japanese-language study is highly recommended for those who intend to work in Japan after graduation. Considering the above, we advise those who wish to job hunt in Japan to apply as second year students.

While Japanese (for English-basis students) or English (for Japanese-basis students) language study is not mandatory for third year transfer students, you will have the freedom to enroll in these classes. However, as language subjects require a considerable amount of study time, taking these subjects alongside your major courses and graduating within two years is extremely demanding. We advise those who wish to study Japanese to apply as second year students.

HOW TO APPLY

Step 1
Create an account within the APU Online Application System on the APU admissions website (https://admissions.apu.ac.jp/apply_online/).

Step 2
- Input your information and upload digital versions of all required application documents listed on the following pages into the APU Online Application System.
- You must complete all the steps within the application by yourself. English-basis applicants should write in English, while Japanese-basis applicants should write in Japanese.
- If a document is not written in English or Japanese, it must be submitted **together with** an official translation. Refer to page 29 for details on translated documents.

Step 3
Pay the application fee and submit your online application.

Step 4
Submit your online assessment by 23:59 (Japan time) on the day of the application deadline.

Please Be Aware

- **Your application will be rejected if any forgery, false information, and/or plagiarism is found during the application process. Additionally, your acceptance to APU will be revoked even if evidence of such acts are found after your acceptance or enrollment.** Further information about our forgery policy can be found on the admissions website (https://admissions.apu.ac.jp/how_to_apply/forgery_policy).
- **Admitted applicants will not be allowed to reapply to the same college for the same enrollment semester (April 2022 / September 2022).** If an admitted applicant does reapply, a new interview and online assessment will not be performed and new results will not be given. The application fee will also not be returned.
- If accepted, you must submit original documents or certified documents* for your uploaded application documents to APU by post. Your acceptance to APU will be revoked if your original or certified documents* submitted after acceptance differ from those uploaded with the online application, or if you are not able to submit original or certified documents*. Be sure to keep the original versions of the documents you upload with your online application.

*A certified document is one that has been marked as being equivalent to the original with a stamp or seal by the issuing institution (preferred) or a notary public. Detailed information about how to get a document certified can be found on the admissions website (https://admissions.apu.ac.jp/material_download/).

1. Documents and Information for the Online Application

Sections A-M listed below correspond to the Online Application System. Within section A. General Information, the following pages of the application are explained: Application Information, Personal Background, Emergency Contact and Financial Sponsor, and APU Representative or Agent.

Note that the documents required are different for first year applicants and transfer applicants.

A. General Information

Complete the information as designated in the application system. Make sure that the country or region and city that you input is where you will be residing up until the time of your desired enrollment at APU.

Input your personal information (name, date of birth, sex*, citizenship, etc.) as shown on your passport.

*Information regarding sex will be used for university registration. As the university application system only provides two options (male or female) at this time, choose one of the two as shown on or will be shown on your passport. If your passport indicates a third option or if you would like to share more about your gender identity, contact the Office of International Admissions via the link listed on the back cover of this handbook. Refer to page 32 for APU's Policy Statement on Sexual and Gender Diversity.

B. Academic History

Complete the details of all educational institutions you have attended from elementary school to the last or current school you are attending by clicking "Add New." Make sure to include undergraduate programs, Japanese Language School, and any other level of study.

Refer to Application Eligibility on page 6 or 10 for details about the educational qualifications required to apply.

If you are currently employed (excluding part-time work), provide information about your current occupation.

C. Academic Documents

Academic Transcripts

If you have Academic Transcripts and Standardized Test results (listed on pages 17 and 18), submit both. When you submit an academic transcript, be sure to include information about the grading scale (maximum grade) and method of evaluation. You do not need to submit academic transcripts from language schools.

First Year Applicants

- If you have already graduated from high school, upload the last **three years** of your most recent academic transcripts. If you have been enrolled in university or another higher education institution for over one year at the time of application, also upload the academic transcripts from your study at that institution. If you have already graduated from university, upload your university transcript only.
- If you have not yet graduated from high school, upload your most recent academic transcripts covering a period of **at least two years**. The transcripts must be issued within two months of the date of your application submission.

Second Year Transfer Applicants

- Upload your high school academic transcripts and your academic transcripts from the higher education institutions you enrolled in after graduating from high school. It is not required to submit your high school academic transcript if you can submit **one and a half years** or more of academic transcripts from your time enrolled in a high education institution. However, we still recommend you to submit a high school academic transcript.

Third Year Transfer Applicants

- Upload your academic transcripts from the higher education institutions you enrolled in after graduating from high school. If you have not yet completed your current program, upload academic transcripts covering a period of **at least one and half years.**

Graduation Certificate or Expected Graduation Certificate

First Year Applicants

- If you have graduated from high school, upload a digital copy of your high school graduation certificate (required).
- If you have not yet graduated from high school, upload a document that states the details of your expected graduation date. (It is not required to upload this document, but APU may contact applicants regarding their education history in order to confirm that they will complete the equivalent of 12 years of standard education.)
- If you have graduated from a higher education institution other than a university, upload a digital copy of your graduation certificate from the institution in addition to your high school graduation certificate.
- If you have already graduated from a university or another higher education institution at the time of application, upload a digital copy of your university graduation certificate from the school. If you are submitting a university graduation certificate, you do not have to submit your high school graduation certificate.

Transfer Applicants

- If you have graduated from a higher education institution, upload a digital copy of your graduation certificate and proof of the degree earned.
- If you will transfer to APU from a non-bachelor's degree program and have yet to graduate, upload a document that states the details of your expected graduation date. In addition, if you are not currently enrolled in a bachelor's degree program, upload proof from your current institution that, upon completing the program, you will be able to transfer as a second year or third year student into a bachelor's degree program. This could be documents issued by the institution or a screenshot of the corresponding explanation on the institution's website.

Home School Curriculum

We strongly recommend submitting an SAT, ACT, or GED score report if you are undergoing a home school curriculum. You may be required to submit one of these score reports if deemed necessary during the evaluation of your application.

Attendance Report from Language Programs and Technical Colleges in Japan

If you have attended a language program for any length of time:
Upload a digital copy of your attendance report for your entire period of study in the language program within the online application.

If you have attended a technical college in Japan for any length of time:
If possible, upload a digital copy of your attendance report for your entire period of study at the technical college within the online application.

D. Language Requirements

Provide proof of language proficiency by selecting how you will meet the language proficiency requirement as listed on page 7 or 10.

Period of Validity:

- April 2022 enrollment: Only scores of examinations taken on or after June 1, 2019 will be accepted. Examinations taken after the application deadline will not be accepted.
- September 2022 enrollment: Only scores of examinations taken on or after September 1, 2019 will be accepted Examinations taken after the application deadline will not be accepted.

English-Basis Applicants

Before You Submit

English-basis applicants are not required to submit an English proficiency test score if:

- You have completed or will complete your 12th year of formal education in Antigua and Barbuda, Australia, the Bahamas, Barbados, Belize, Canada (excluding Quebec), Dominica, Grenada, Guyana, Ireland, Jamaica, New Zealand, Singapore, St Kitts and Nevis, St Lucia, St Vincent and the Grenadines, Trinidad and Tobago, UK, or USA.
- You have taken or will have taken your most recent three years of formal education before enrolling at APU in the English language in a country other than these listed above and submit either academic transcripts stating the language of instruction, a link and screenshot of your school's official website stating the language of instruction, or a letter from your school stating that you have taken all of your subjects in English for the past three years.
- You have received or will receive an International Baccalaureate Diploma with English as the language of instruction.

- You have graduated from a bachelor's degree program or master's degree program that was conducted entirely in English.
- You have received one of the following standardized test scores:
  Old SAT (Critical Reading and Writing): 1,100 or above
  New SAT (Evidence-Based Reading and Writing): 590 and above
  ACT: 25 and above (the average of English and Reading must be 25 or above.)

If you are exempt from submitting a proficiency test score, make sure to select the option that best applies to your situation on the "Language Requirements" page. If you do not meet any of the above exemptions, you will have to submit results from one of the official English proficiency tests listed in page 17.

Japanese-Basis Applicants

Before You Submit

Japanese-basis applicants are not required to submit a Japanese proficiency test score if:

- You have undertaken your formal education in the Japanese language within Japan for the most recent three years.
- You have taken or will have taken your most recent three years of formal education before enrolling at APU in the Japanese language in a country other than these listed above and submit either academic transcripts stating the language of instruction, a link and screenshot of your school's official website stating the language of instruction, or a letter from your school stating that you have taken all of your subjects in Japanese for the past three years.

If you are exempt from submitting a proficiency test score, make sure to select the option that best applies to your situation on the "Language Requirements" page. If you do not meet any of the above exemptions, you will have to submit results from one of the official Japanese proficiency tests listed on page 17.

If You Can't Submit a Test Score Due to COVID-19

If you are unable to submit an English language proficiency test score:

- We recommend you take the Duolingo English Test and ask your English teacher to fill out the Language Proficiency Evaluation form before the application deadline. The Duolingo English Test results will usually be available a few days following the completion of the test.

If you are unable to submit a Japanese language proficiency test score:

- We recommend you to choose the option within the online application to take the J-CAT test. After the application deadline, we will contact you with further information on how to take the test.
- If you have a JPT score, upload the score report.

APU's English Proficiency Evaluation Forms

If you cannot submit a language proficiency test score and would like to instead submit results from the Duolingo English Test, you must also submit APU's English Proficiency Evaluation form. The direct link to access APU's English Proficiency Evaluation form is available from within the APU Online Application System and the admissions website (http://r.apu.jp/EnglishPE). Provide the direct link to this form and your online application reference number to your language instructor. The form must be completed online in either English or Japanese. By completing the necessary information online and including their digital signature, your instructor will be able to submit their completed form directly to APU.

Note: you will not be able to see the form your instructor submits. In addition, we will not be able to accept this form completed in any language other than English or Japanese.

E. Test Scores, Test Information, and Documents

Click “Add Test” to select the language proficiency test or standardized test scores you would like to submit, then upload a digital copy of the original results. The accepted tests are listed below.

Accepted English Language Proficiency Test Scores

Standardized Test	Submission Method
Cambridge English Language Assessment	• Input the ID Number and Secret Number within the online application. • Upload a digital copy of the result statement within the online application.
Duolingo English Test	Enter your score within the online application and request to have your score sent directly to APU from the test provider. Note that submission will only be accepted if you also submit the APU English Proficiency Evaluation form. Refer to page 16 for details.
EIKEN	Upload a digital copy of the original test result within the online application.
IELTS/IELTS Indicator	Upload a digital copy of the Test Report Form within the online application.
PTE Academic	Upload a digital copy of the score report within the online application.
TOEFL iBT® Test TOEFL iBT® Home Edition TOEFL ITP® Plus for China	MyBest scores are also accepted. • Request to send the score report to APU directly from the TOEFL website. The APU institution code is 2791. • Input the date you requested to have the score report sent to APU within the online application. • Upload a digital copy of the score report within the online application.
TOEIC® L&R Test	Upload a digital copy of the original score report within the online application.

Accepted Japanese Language Proficiency Test Scores

Standardized Test	Submission Method
EJU Japanese	Upload a digital copy of the original test result within the online application.
Japanese Language Proficiency Test (JLPT)	Upload a digital copy of the original test result within the online application.

Accepted Standardized Tests

Standardized Test	Submission Method
Abitur	Upload your final result sheet (Abiturzeugnis).
ACT	Request to send your score report to APU directly using the institution code 5475 **and** upload a digital copy of the score report within the online application.
Baccalaureate	Upload your transcript. Note that your enrollment eligibility may be revoked if you are not able to successfully receive a Diploma.
BTEC	Upload your scores from the following tests: • Level 3 Diploma/National Diploma • Level 3 Extended Diploma/National Extended Diploma • Tests of Level 4 and above
Examination for Japanese University Admission for International Students (EJU)	Upload your scores from the following two subjects: Japan and the World + Mathematics (Course 1)

GCE A Level*	Upload results from at least two subjects, or at least four subjects for AS Level
GCE A Level (Singapore)	Upload results from three subjects.
GCE A Level (Sri Lanka)	Upload a digital copy of the score report with results from three subjects and enter your reference number.
Pearson/Edexcel International A Levels (IAL)*	Upload test scores from at least two subjects or from at least 4 AS Level subjects. Refer to page 6 to confirm which further criteria must be fulfilled.
General Educational Development (GED)	Upload your Official GED Transcript.
Hong Kong Diploma of Secondary Education Examination (HKDSE)	Upload your results from 4 core subjects and at least 1 elective subject. Predicted scores are accepted.
International Baccalaureate (IB) Diploma	Predicted scores are accepted. Note that your enrollment eligibility may be revoked if you are not able to successfully receive an IB Diploma.
SAT (New) (Reading & Writing + Mathematics)	Request to send your score report to APU directly using the institution code 2791 **and** upload a digital copy of the score report within the online application.
SAT (Old) (Critical Reading + Mathematics + Writing)	Request to send your score report to APU directly using the institution code 2791 **and** upload a digital copy of the score report within the online application.
Senior Secondary School Certificate Examination Results	Upload your test results.

*We strongly recommend you submit three or more A Level subjects.

Advanced Placement (AP) Exams

Provide information on the exam subject and score and upload a digital copy of your results.

Other Standardized Tests

Upload the results of up to two other standardized tests not listed on the “Test Scores” page on the following “Test Information and Documents” page.

F. Application Essays

Follow the application essay guidelines within the online application. You must complete the essays by yourself. Note the strict word limit for each essay.

Note: Strong emphasis is placed on academic honesty at APU, and acts of academic dishonesty are treated very severely. As one measure to review for academic dishonesty, we will compare the essays you submit in this application with past essays submitted to APU. **Any evidence of copied work will be considered academic dishonesty and result in the failure of your application.** If it is discovered that copied work was submitted with your application after you have been accepted to APU, your acceptance will be revoked.

For applicants who are reapplying to APU, you will need to submit a Reapplication Statement, which can be found within this section of the APU Online Application System.

G. Letter of Recommendation

Ask an instructor from the last educational institution you attended (including language schools) or a supervisor at the company you worked for or interned at (not including part-time jobs) to write your Letter of Recommendation. This must be a person who has known you for **at least half a year**.

Input the necessary information concerning your recommender into the related section in the online application. The Letter of Recommendation form will automatically be sent to your recommender by email. Make sure to confirm with your recommender that it has been delivered successfully. By completing the necessary information online in English or Japanese and including their digital signature, your recommender will be able to submit the completed form directly to APU.

Note: You will not be able to see the form your recommender submits. In addition, we will not be able to accept this form completed in any language other than English or Japanese. However, you will be able to check the submission status of the form within the APU Online Application System.

H. Extracurricular Activities

Applicants will be evaluated on their participation in the A-M categories of extracurricular activities listed below. Only activities from high school grade 10 (or equivalent) and above will be considered.

For each category, you can provide the details for **one** activity in which you participated within the online application. If you have participated in more than one activity that falls under the same category, provide the information of the activity in which you put in the most time and effort. You can add information regarding activities that are not included on this page on the "Other Extracurricular Activities" page.

Extracurricular activities that are inputted without accompanying proof/evidence will not be evaluated, except for extracurricular activities in category A. All accompanying proof/evidence must be in English or Japanese or be translated into English or Japanese. Anything uploaded in another language without a translation will not be evaluated. The translation must include the name, address, contact details, and signature or an official seal of the translator. APU will only accept translations created by the original document's issuing institution, a translation company, or a licensed translator. Translations alone will not be evaluated. Make sure to upload the original document with the translation.

Activities		Standard for Proving Participation / Achievements
A	Student Council Participation	Participation for one school year or more
B	Volunteer and Community Exchange Activities	Volunteer or other related activity that has received public recognition through the media (publication in a newspaper, etc.)
C	Arts, Culture, Academic, and Sports Competitions	Award from a regional or national level competition or achievement that has received public recognition through the media (publication in a newspaper, etc.)
D	Model United Nations Participation	—
E	Scholarship Awards	No requirement for the length of time or amount of the scholarship
F	Educational Program Participation	National-scale educational or exchange projects conducted by public organizations
G	Internship Experience	Employment experience as a trainee at a company
H	Japanese Language Proficiency	No minimum score required. JLPT, EJU, etc.
I	Other Language Proficiency	No minimum score required. Proficiency tests for languages as Chinese, French, German, Korean, French, Spanish, etc. (We recommend submitting results from a test that uses CEFR proficiency levels.)
J	Experience Living or Studying Abroad	Study at a school overseas (including long-term study abroad), language-study program, or overseas summer school program
K	Other Qualifications and Certifications	Kumon High School Foundation Course Test results, Kumon Final Course Completion Test results, CU-TEP scores, Other academic qualifications, Technical skills qualifications etc.
L	APU ACE Program or Virtual Mini University Program (VMUP) Participation	Participation in the ACE Program or Virtual Mini University Program (VMUP)
M	National Team	—

I. Other Expected Scholarships

If you will receive scholarship awards from organizations other than APU before or after enrollment, upload proof of the scholarship award in the Other Expected Scholarships page.

J. Previous Entry to Japan

Provide information on whether you have previously entered Japan and/or applied for a Certificate of Eligibility for Status of Residence (COE). If you have previously applied for a COE and your application has been denied, or if you have previously submitted an *Application for Extension of Period of* Stay in Japan and were denied the extension, also explain when and why it occurred.

K. Other Required Documents

Photograph

Upload a photograph of yourself taken within the past three months, showing a front view above chest level with a plain background. Caps and hats are not allowed. Photographs may be in color or black and white.

Passport

If you have a valid passport, upload a digital copy of the information page showing your name, photograph, and passport number. If you have previously entered Japan, also submit a copy of your passport pages with the immigration stamps showing your most recent arrival to and departure from Japan. You are still eligible to apply if you do not have a valid passport.

Residence Card (Only for applicants who already have a valid Japanese status of residence)

Upload a digital copy of both sides of your Residence Card.

Designation Page in your Passport

If you have a valid Specified Visa for Designated Activities, please upload a copy of the Designation Page in your passport that shows the category of your Specified Visa (e.g. working holiday, internship). In addition, please check with the Japanese immigration bureau in your area of jurisdiction to confirm that your status of residence can be changed to Student while you are residing in Japan. Notify the Office of International Admissions promptly if you find that your status of residence cannot be changed in Japan.

Letter of Intent to Change to Student Residence Status

If you currently have a status of residence (visa status) in Japan other than Student and wish to apply for the APU Tuition Reduction Scholarship, you will need to change your status of residence to Student before enrolling in APU.

If you choose to change your status of residence to Student, upload the Letter of Intent to Change to Student Residence status to the Other Required Documents page. Download this letter from the admissions website (https://admissions.apu.ac.jp/material_download/), sign it, and upload a digital copy within the online application. **You will not be eligible to apply for the APU Tuition Reduction Scholarship if you do not submit this confirmation letter.** Your APU Tuition Reduction Scholarship will be revoked if you do not change your status of residence to Student by the day before enrollment to APU (The date of enrollment for the spring semester is April 1 and the date of enrollment for the fall semester is September 21).

L. Digital Signature, APU Survey

Before submitting your application, you will be asked to agree with the Application and Admissions Agreement and answer the APU Survey.

M. Application Fee Payment

See page 23 for payment details.

Payment by Credit Card

Complete the payment online through the APU Online Application System before submitting your application. You do not need to submit a digital copy of the payment receipt.

Payment by Bank Transfer

Upload a digital copy of your payment receipt within the online application.

After the Application Fee Payment

After completing the application fee payment, make sure to submit your application from the "Review and Submit Online Application" page within the Online Application System. After submitting your application, you will also have to complete the online assessment (refer to page 24).

2. Documents and Information for Transfer Applicants

Sections A-D refer to the Application Information page within the Online Application System.
Provide the following information within the the "Transfer Student Academic Status" page.

A. Transfer Student Educational Background Information

Provide the required information within the online application.

Second year transfer students may transfer **up to 30 credits** and third year transfer students may transfer up to **62 credits**. However, the number of transfer credits awarded will be determined after a review of final academic transcripts and syllabi submitted by admitted transfer applicants. You will be notified of the number of transfer credits awarded with your final application results. If you are still taking classes at the time of application, the final results (official transcript) for these classes must be submitted to the Office of International Admissions once they have been released. **Your eligibility to enroll at APU may be revoked if you do not submit the final results.** Note that students must complete a total of 124 credits to graduate from APU.

B. Required Documents for Transfer Applicants

Submit documents showing the classes and number of credits you are currently taking and documents that show the graduation requirements for your current program, such as PDF copies of student handbooks or school websites that provide the relevant information.

If you have already graduated from a higher education institution, submission of just your graduation certificate is acceptable.

C. Application to Transfer Major Credits (Only Third Year Transfer Applicants)

Download the Application to Transfer Credit as an APU Major Subject form from the admissions website (https://admissions.apu.ac.jp/material_download/) and input the required information. Contact the institution you are transferring from for confirmation if you are unsure of any of the required information. Upload the completed form within your online application.

D. Syllabus (Only Third Year Transfer Applicants)

Upload a syllabus for each course you have taken or are currently taking that you wish to have approved for credit transfer as an APU major subject equivalent. A course will not be eligible for transfer without a syllabus. Refer to the APU Major subject list on the admissions website (https://admissions.apu.ac.jp/course/) for more details regarding the courses APU offers as major subjects.

A syllabus is a document that outlines the goals and content students will be studying in a specific course. A syllabus includes information such as the subject name, course overview, evaluation criteria used for the course, goals for each class, length of each class, and the number of classes. Submit documents that include this information separately if it is not included in the syllabus you received for the course.

If the syllabus is written in a language other than English or Japanese, you must submit an English or Japanese translation together with the original syllabus. Only translations from the organization issuing the syllabus, a translation company, or a qualified individual translator will be accepted.

A syllabus is not required if you wish to transfer to the College of International Management (APM) from an institution accredited by AACSB, EQUIS, AMBA, or EPAS. Instead, provide a document showing that the institution has received accreditation (a screenshot of the relevant section of the institution's website is sufficient.)

3. APU Tuition Reduction Scholarship

You can apply for the APU Tuition Reduction Scholarship through the online application system. Applicants who apply earlier have a greater chance at receiving the APU Tuition Reduction Scholarship.

Applicants who will obtain a Japanese Student Residence Status before enrolling at APU are eligible to apply for the APU Tuition Reduction Scholarship at the time of application to APU. **The APU Tuition Reduction Scholarship will be revoked if you are not able to receive a Student status of residence by the time of enrollment to APU.** The scholarship will also be revoked if you change to a status of residence other than Student while studying at APU.

This scholarship is made possible by the financial contributions of domestic and international companies and individuals, together with the Japanese Ministry of Education, Culture, Sports, Science, and Technology that support the ideals of APU. Its purpose is to help reduce the financial burden for outstanding international students. Students awarded this scholarship are expected to maintain a good academic record and serve as role models for other students.

A review of academic performance and other criteria will be conducted each semester to determine whether or not recipients qualify for the renewal of the APU Tuition Reduction Scholarship. The scholarship will remain valid until the standard number of credits required to graduate has been reached, provided that the recipient maintains a good academic record, completes tasks assigned to them on time, and avoids any misconduct unbefitting of a scholarship recipient. In the case of inappropriate behavior or conduct that tarnishes the reputation of APU, the scholarship will be revoked. Interested applicants should apply for the APU Tuition Reduction Scholarship within their online application upon understanding all of the above. An overall evaluation of all submitted documents, interview performance, and the online assessment will be conducted for both the undergraduate application and scholarship application. **The scholarship results will be released together with the final application results**.

A. 2022 Tuition Reduction Scholarship for First Year Students

Tuition Reduction	Annual Scholarship Amount	Annual Tuition
30%	390,000 JPY	910,000 JPY
50%	650,000 JPY	650,000 JPY
65%	845,000 JPY	455,000 JPY
80%	1,040,000 JPY	260,000 JPY
100%	1,300,000 JPY	0 JPY

B. 2022 Tuition Reduction Scholarship for Transfer Students

Tuition Reduction	Annual Scholarship Amount	Annual Tuition Fee
30%	450,000 JPY	1,050,000 JPY
50%	750,000 JPY	750,000 JPY
65%	975,000 JPY	525,000 JPY
80%	1,200,000 JPY	300,000 JPY
100%	1,500,000 JPY	0 JPY

Note that tuition amount may be subject to change. In addition, the tuition for the first year of study is different from the tuition for the second through fourth years of study.

4. Application Fee

Pay the application fee by credit card before you submit the online application. We will accept payment by bank transfer (international or domestic) only if you cannot pay by credit card. Applications are considered complete only when the application fee has been paid and the online application has been submitted.

¥ Regarding Payments

- Applications will not be processed until the application fee is paid. Be sure to complete the payment before the application deadline. Note that credit card payments will not be possible after 23:59 (Japan time) on the day of the deadline.
- The payment must be made in Japanese yen (JPY). Submit a copy of the payment receipt with your application if you pay by bank transfer (international or domestic).
- Cash or postal money orders will not be accepted.
- Domestic use-only credit cards and prepaid credit cards cannot be used.
- In general, the application fee is not refundable. However, a partial refund (after administrative fees are deducted) or a full refund may be possible in the following cases.
  - -When the application fee has been paid multiple times, or in cases in when it is clear that the amount paid exceeds the amount for the application fee and administrative fees set by APU.
  - -When your application is deemed inadmissible and is not screened.

Further information about our refund policy for the application fee can be found on the admission website (https://admissions.apu.ac.jp/how_to_apply/refund_policy). The application fee cannot be waived.

A. Payment by Credit Card

Fee Amount

36,500 JPY (The fee consists of 35,000 JPY for evaluation and 1,500 JPY for administrative purposes.)

Payment Method

You will be able to pay within the APU Online Application System.

B. Payment by Bank Transfer (Only if You Cannot Pay by Credit Card)

Fee Amount

35,000 JPY

Note: Bank transfer fees vary from bank to bank. All bank transfer fees must be covered by the payer. We will bill you for the remaining amount if you pay the application fee by bank transfer and the amount we receive does not cover the entire application fee.

Payment Method

Applicants who pay by bank transfer must upload a copy of their bank transfer payment receipt together with the rest of their application documents.

Payment Purpose	Application Fee
Contact Details	Applicant's Name, Phone Number
Bank Name	Sumitomo Mitsui Banking Corporation Oita Branch
Branch Address	1-3-22 Chuo-machi, Oita-city, Oita-prefecture, 870-0035 JAPAN Tel: +81-97-532-5161
Account Number	1001673 (Ordinary Deposit Account)
Account Name	RITSUMEIKAN ASIA PACIFIC UNIVERSITY
Swift Code	SMBCJPJT
IBAN Code (if necessary)	JP28 SMBC 0721 XXX2 4029 0868
Bank Transfer Fee	Borne by remitter

If the application fee is paid in Japan, even if it is paid by a friend or relative in Japan, write the **applicant's name and phone number** in the contact details when the payment is made and upload a digital copy of the payment receipt within the online application.

5. Online Assessment

An online assessment will be administered to ensure the fair evaluation of the academic ability of all international applicants. After you pay the application fee and submit your online application, you will see instructions on how to complete the online assessment within the APU Online Application System. You must use a computer to complete the online assessment, and you must submit the online assessment by the application deadline.

A. English-Basis Applicants

The online assessment consists of a video-recorded assessment, the Watson-Glaser Critical Thinking Appraisal III test, and the Core Abilities Assessment test. The entire online assessment will take approximately 60 - 70 minutes.

Video-Recorded Assessment

Time required: 5 minutes for applicants who apply for the APU Tuition Reduction Scholarship and 20 minutes for applicants who do not apply for the APU Tuition Reduction Scholarship and all third year transfer applicants.
For the video-recorded assessment, you will not be speaking with a person. Instead, through a video-recorded assessment platform you will see a number of questions on your screen, and you will record your answers to them. Each question will have a set time limit for responding.

Watson-Glaser III Critical Thinking Appraisal (WGIII)

Time required: 30 minutes
The Watson-Glaser III Critical Thinking Appraisal (WGIII) measures a person's ability to identify and analyze problems, as well as seek and evaluate relevant information to reach an appropriate and logical conclusion. The assessment reports on three aspects of verbal critical reasoning, specifically the ability to 1) recognize assumptions, 2) evaluate arguments, and 3) draw conclusions, as well as providing an overall measure of critical thinking proficiency.

Core Abilities Assessment (CORE)

Time required: 20 minutes
The Core Abilities Assessment (CORE) consists of verbal, numerical, and abstract reasoning items and measures an individual's capacity to learn concepts and tasks, apply sound reasoning, and draw conclusions from information.

To view sample questions for the above assessment tests, visit the How to Apply page on the admissions website (https://admissions.apu.ac.jp/how_to_apply/), select your application type, and refer to the Application and Online Assessment section.

Before You Start

You must have Safe Exam Browser (SEB) installed on your computer in order to take the WGIII test and the CORE test. This is necessary for reasons of fraud prevention.
SEB is a locked-down browser that will restrict your access to other websites and applications while you take the assessment tests.
You can view the system requirements and technical details for SEB on their website (https://safeexambrowser.org/about_overview_en.html). You will be able to access the Online Assessment Guidelines from the link below.
http://r.apu.jp/SEB2022

B. Japanese-Basis Applicants

The online assessment consists of two sections of a video-recorded assessment to measure your logical and critical thinking skills. The online assessment will be conducted through a video-recorded assessment platform, and you will not be speaking with a person. Instead, you will see a number of questions on your screen, and you will record your answers to them. Each question will have a set time limit for responding. The online assessment takes a total of 15 minutes for applicants who apply for the APU Tuition Reduction Scholarship and 30 minutes for applicants who do not apply for the APU Tuition Scholarship.

6. Stage 2: Interview (Only if Applying for the APU Tuition Reduction Scholarship)

The stage 2 interview will be conducted at a date and time set by APU, after taking your schedule into consideration. Please be aware that APU may take longer to contact you regarding the interview when the university's summer and winter breaks overlap with the application schedule. **It is not necessary to come to APU for the interview.** The interview will be conducted online using Zoom.

Interview Questions

We do not share detailed information about the interview process. However, we advise that you keep the mission of APU in mind: to contribute to freedom, peace, humanity, international mutual understanding, and the future shape of the Asia Pacific region. With this as our base, we are working towards our 2030 vision to provide an education to those who want to change the world. We at APU are looking for students who embody these ideas and can inspire those around them to grow as well.

7. Evaluation Method

You do not need to come to APU for the evaluation process. Application evaluation is conducted based on all documents and information submitted with your online application, the online assessment, and the stage 2 interview (if applicable). If required, your school or the author of your Letter of Recommendation may be contacted for further information. APU may also contact you for more details regarding the information and documents submitted within the online application.

Depending on the future situation related to COVID-19, the evaluation method may change. Any changes made to the evaluation method will be announced on the admissions website (https://admissions.apu.ac.jp/).

8. Admissions Support for Prospective Applicants with Medical Conditions or Disabilities

In accordance with the “Ritsumeikan Asia Pacific University Guidelines on Support Services for Students with Disabilities” (refer to page 32), APU offers special support during the admissions process to prospective applicants with disabilities or other medical conditions when necessary. For those who would like to request this support, read the following information carefully and submit the necessary documents.

For prospective applicants with disabilities or other medical conditions who would like to request support during the admissions process, submit the Admissions Support Request Form provided by APU **before applying for admission**. If possible, also submit a medical certificate or patient referral document issued by a physician.

Step 1
Making the Request
You may confirm details via the Inquiry Form listed on the back cover at least four weeks prior to the deadline of your intended application period before applying.



Step 2
Receiving the Support Request Arrival Receipt
APU will send an email upon receiving the support request documents from the applicant. Upload a copy of the email to the Other Required Documents page in the Online Application System.



Step 3
Notification of Support Request Results
APU will send the Support Request Results in an email within three weeks after sending out the Support Request Arrival Receipt.

9. Information on Local Medical Services

The following describes medical information in Japan, as well as the availability of medical care in and around our university. By providing this information, we hope to ensure a smooth transition for our students to Japan's and APU's medical system.

A. APU Health Clinic

The APU Health Clinic is not a full-service medical institution and therefore cannot perform medical procedures such as prescribing medication or giving injections and infusions (IV). Students who will require medical care or treatment will need to use off-campus medical institutions.

B. Applicants Currently Receiving Medical Treatment

For those currently receiving medical treatment, please consult with a physician about whether or not continued treatment will be necessary after enrolling. If you wish to continue treatment at a medical institution in Japan after enrollment, you will need to submit a treatment plan or a patient referral document*1.

C. Restrictions on Bringing Medication into Japan

There are heavy restrictions on bringing medication into Japan from abroad. Prospective applicants must check with their local Japanese embassy or the Japanese Ministry of Health, Labour, and Welfare regarding whether or not it will be possible to bring their currently prescribed medicine*2 into Japan. Before coming to Japan, please make sure to complete the legal procedures to bring medication into Japan.

For further information, please refer to the following page on the Ministry of Health, Labour, and Welfare's website:

English:
http://www.mhlw.go.jp/english/policy/health-medical/pharmaceuticals/01.html

Japanese:
https://www.mhlw.go.jp/stf/seisakunitsuite/bunya/kenkou_iryou/iyakuhin/yakubuturanyou/index_00005.html

D. Psychiatric Disorders/Disabilities (Mental Illnesses, Developmental Disorders, Sleeping Disorders, etc.)

There are no medical institutions near APU that can treat psychiatric disorders or disabilities in languages other than Japanese. As mentioned above, there are many restrictions for bringing medication into Japan. For individuals currently receiving psychiatric treatment and who will require treatment after coming to Japan. You may confirm further details via the Inquiry Form linked on the back cover and then consult with your primary care provider about your treatment plan before deciding to enroll.

E. Accessibility

Wheelchair-accessible public transportation within Beppu City is limited. There are currently only a few wheelchair-accessible buses available on the routes used to commute to APU. Accordingly, it is difficult to commute to APU by bus. Students must also contact the bus company in advance to use a wheelchair-accessible bus. It is advisable for wheelchair users considering APU to inquire with the university about accessibility accommodations before applying.

F. Additional Support

You may confirm further details via the Inquiry Form listed on the back cover if you will require further assistance in your daily life at APU. This will be confidential and will have no bearing on your application's evaluation. You may also contact us after being accepted to APU.

Please note:
There have been situations in which students were unable to continue receiving prescriptions for the same medicine, or were unable to continue administering self-injections, in Japan. We strongly advise that you make your enrollment decision after consultation with your primary care provider and careful consideration of your medical situation and the circumstances in Japan.

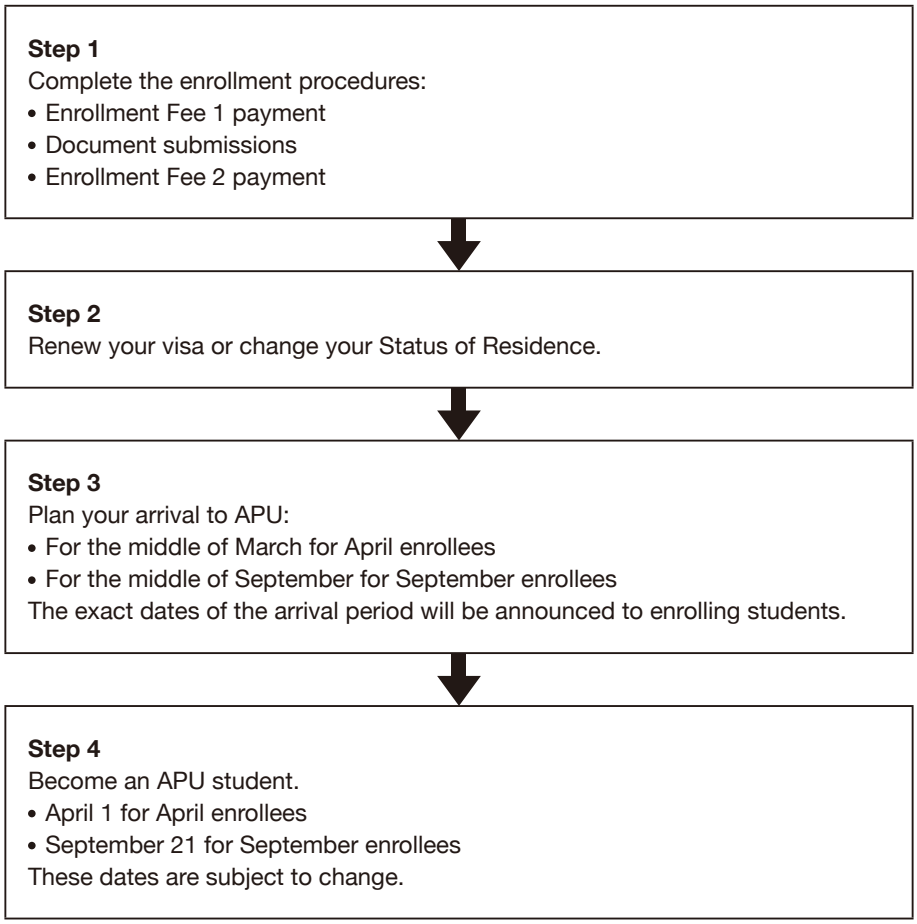
You may contact us via the Inquiry Form listed on the back cover if you would like to consult with APU.

*1 The patient referral document (which must include the name of the condition, symptoms, test results, and course of treatment/treatment plan) must be written in English or Japanese.

*2 Injectable medicine that cannot be self-administered must be administered at a medical institution under the supervision of a doctor. However, depending on the facilities of the medical institution, there is a possibility that you will be unable to have the medicine administered. Please also be aware that the APU Health Clinic will be unable to administer injections.

HOW TO ENROLL

Admitted applicants who wish to enroll at APU must pay all required enrollment procedure payments and submit all required documents within the specified deadlines. Refer to the Enrollment Procedures Handbook, available in the APU Online Enrollment Procedures System. Note that the required enrollment payments and documents will not be accepted beyond the specified deadline.



Note: Contact the Office of International Admissions if you must leave Japan after the announcement of your final admissions results.

1. Submitting Original Versions of Required Application Documents

Enrolling students must submit original versions of the documents uploaded within the online application. Only original documents or certified documents* will be accepted as the original version.

All documents sent must arrive by the deadline specified on page 30. Refer to the back of this handbook for details regarding where to send documents.

A. Original Documents to be Submitted after Acceptance

Academic transcripts	Original certificate or certified document*
Certificate of graduation/expected graduation (if submitted with your application)	Original certificate or certified document*
Language proficiency test results for the language you are applying in (if you submitted results for the TOEIC® L&R Test, EIKEN, or JLPT)	Original only
Standardized test results (if submitted with your application and not sent to APU directly from the test provider)	Original certificate or certified document*
Translation documents	Original only

English or Japanese translations are required for documents written in languages other than English or Japanese. Submit an official translation that includes the translator's name, address, contact details, and signature or official seal. APU will only accept translations created by the original document's issuing institution, a translation company, or a licensed translator. Translations alone will not be accepted. Make sure to submit the original document with the translation.

*A certified document is one that has been marked as being equivalent to the original with a stamp or seal by the issuing institution (preferred) or a notary public. Detailed information regarding how to get a document certified can be found on the admissions website (https://admissions.apu.ac.jp/material_download/).

Submitted Documents

- There may be cases where you will be asked to submit the original version of additional documents other than those listed above.
- APU will not return any of the submitted documents, regardless of the certificate type. Submit certified documents for original documents that cannot be reissued. Submitted certificates will be discarded under APU's Document Preservation Regulation.
- Your acceptance to APU will be revoked if the original or certified documents submitted after acceptance differ from those uploaded with the online application, or if any false information or forgeries are found within the submitted documents.

2. Enrollment Procedure Deadlines

Confirm the payment and submission deadlines below with the deadlines that appear on the Invoice for Required Enrollment Fees and Procedures sent together with your final results. “No.” corresponds to the “No.” column listed in the application schedules.

A. General Enrollment Deadlines

April 2022 Enrollment

No.	Enrollment Fee 1 Payment Deadline	Document Submission Deadline	Enrollment Fee 2 Payment Deadline
1	Oct 28, 2021 (Thu)	Nov 25, 2021 (Thu)	
2	Jan 13, 2022 (Thu)	Jan 27, 2022 (Thu)	Feb 10, 2022 (Thu)
3	Mar 10, 2022 (Thu)		
7	Jan 6, 2022 (Thu)	Jan 13, 2022 (Thu)	Jan 20, 2022 (Thu)
8	Feb 24, 2022 (Thu)		

September 2022 Enrollment

No.	Enrollment Fee 1 Payment Deadline	Document Submission Deadline	Enrollment Fee 2 Payment Deadline
4	Mar 10, 2022 (Thu)		
5	May 26, 2022 (Thu)	Jun 16, 2022 (Thu)	Jun 23, 2022 (Thu)
6	Aug 4, 2022 (Thu)	Aug 18, 2022 (Thu)	
9	May 26, 2022 (Thu)	Jun 16, 2022 (Thu)	Jun 23, 2022 (Thu)
10	Aug 4, 2022 (Thu)	Aug 18, 2022 (Thu)	

3. Enrollment Procedure Fees

You must pay the fees listed below in order to complete your enrollment procedures.

Please ensure that you have sufficient financial means before applying. Admitted applicants can view the invoice for the enrollment procedure fees in the APU Online Enrollment Procedures System. You must pay the fees stated in the invoice by the payment deadline to enroll. **Your acceptance will be revoked if any deadlines are missed.** Admissions Fee and AP House moving-in fee are non-refundable.

A. Enrollment Fee 1

Admission Fee: 200,000 JPY
The admission fee will not be refunded under any circumstances.

B. Enrollment Fee 2

Important

Enrollment Fee 2 is composed of three different fees. You must pay all three fees to complete your Enrollment Fee 2 payment.

Tuition Fee

You must pay the entire first semester’s tuition before enrolling at APU.
First year students: 650,000 JPY
Transfer students: 750,000 JPY
If you applied for the APU Tuition Reduction Scholarship, the tuition fee varies according to the awarded APU Tuition Reduction Scholarship percentage.

APU Tuition Reduction Scholarship Percentage	0%	30%	50%	65%	80%	100%
First Year Students: Tuition Due Before Enrollment	650,000 JPY	455,000 JPY	325,000 JPY	227,500 JPY	130,000 JPY	0 JPY
Transfer Students: Tuition Due Before Enrollment	750,000 JPY	525,000 JPY	375,000 JPY	262,500 JPY	150,000 JPY	0 JPY

Comprehensive Insurance for Students

First year students: 17,540 JPY
Second year students: 13,400 JPY
Third year students: 9,250 JPY

All international students must join the insurance program designated by APU. Refer to the Guide to Comprehensive Insurance for Students Lives Coupled with “Gakkensai”, which can be accessed within the APU Online Enrollment Procedures System for admitted applicants.

AP House Entrance Fee

April enrollment: 228,000 JPY
September enrollment: 203,500 JPY

This fee is required for all enrollees, regardless of the scholarship amount. The fee includes a moving-in fee (32,000 JPY), security deposit (98,000 JPY), and rent (49,000 JPY per month) for two months for April enrollees and for one and a half months for September enrollees.

All amounts listed above are subject to change.

C. Standard Tuition Fees for Four Years of Study

Generally, students need to earn a total of at least 124 credits over four years to graduate from APU. Below is the standard tuition for each year.

	First Year	Second Year	Third Year	Fourth Year
First Year Students	1,300,000 JPY	1,500,000 JPY	1,500,000 JPY	1,500,000 JPY
Second Year Transfer Students	-	1,500,000 JPY	1,500,000 JPY	1,500,000 JPY
Third Year Transfer Students	-	-	1,500,000 JPY	1,500,000 JPY

4. Visa (Student Status of Residence) Procedures

Renewal or Change in Status of Residence (for those who already possess a visa (status of residence) in Japan)

Consult with the Immigration Bureau regarding changing/renewing your Status of Residence and also with your local municipal authority (city hall) regarding changing/renewing registrations (such as moving-out/moving-in notification). Once you have confirmed the correct procedures, complete these procedures on your own. Your APU Tuition Reduction Scholarship will be revoked if you do not change your status of residence to Student by the day before enrollment to APU (March 31 for spring enrollment, September 20 for fall enrollment). Refer to page 20 for more information.

RITSUMEIKAN ASIA PACIFIC UNIVERSITY GUIDELINES ON SUPPORT SERVICES FOR STUDENTS WITH DISABILITIES

Ritsumeikan Asia Pacific University (hereinafter referred to as “APU”) will provide support based on the following guidelines to students with physical, developmental, psychological, and other psychosomatic disabilities (hereinafter referred to as “students with disabilities”).

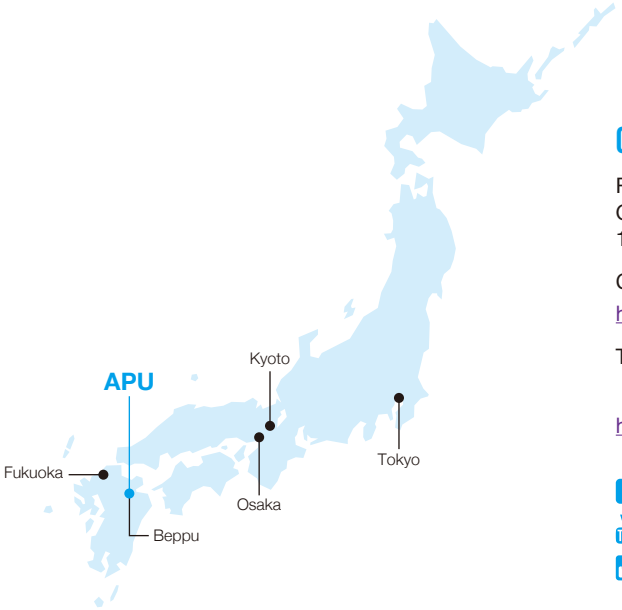
However, these guidelines serve to establish the university’s support service standards and core foundation. Support provisions will be finalized through a thorough discussion between the students with disabilities and the relevant parties after reviewing reasonable accommodation for the individual student in line with the student’s disability.

1. Core Support Principles
   All APU faculty and staff will aid in the process of enabling students with disabilities who request support, to have access to the appropriate support needed in order to use their learning experiences at our university to grow and fully connect with society. APU expects that all enrolled students and relevant parties understand these guidelines and will work together to realize our objectives.
2. Basic Policies
   1) APU faculty and staff will provide support to students with disabilities, in a way that will avoid making distinctions between students with and without disabilities, so that all are able to lead fulfilling student lives with a mutual appreciation and respect for human character and individuality.
   2) Initiatives implemented as support for students with disabilities will aim to contribute to the overall growth and learning of all students.
   3) In principle, support provisions for students with disabilities will be implemented based on requests for support by the students with disabilities.
   4) In the case of difficult decisions concerning support provisions, APU will refer to the principle of reasonable accommodation in the Basic Act for Persons with Disabilities, as well as the standards and treatment set out in MEXT’s Investigative Report on Learning Support for Students with Disabilities (Preliminary and Secondary Summary). Both the disabled student’s own individual situation and the university’s environment will be taken into consideration in these decisions.
3. Support Objectives
   The primary objective of APU support for students with disabilities is to ensure that their right to an education and learning is not wrongfully harmed because of their disabilities. At the same time, it is our hope that the provision of appropriate learning support when necessary, in addition to other varieties of support activities, will result in the cultivation of improved personal relationships and will provide opportunities for support persons to better their understanding of disabilities.
4. Support Framework
   Individuals involved in support for students with disabilities will consist of APU faculty and staff in addition to enrolled students. APU will cooperate closely with an external specialist regarding support for persons with disabilities.
   A “Consultation Desk for Students with Disabilities” will be set up in the Student Office in order to provide university-wide support to students with disabilities. Support Coordinators for Students with Disabilities will be placed in the Student Office, Academic Office, Office of International Admissions, and Career Office. Information concerning the placement of Student Coordinators in these offices will be made public to the student body. Students will not only have the option of the Consultation Desk available to them but will also be able to directly consult with Support Coordinators.
   Staff at the Consultation Desk for Students with Disabilities will connect students with disabilities who come in for a consultation with the appropriate Support Coordinator in the above offices according to the nature of the issue. Support Coordinators will be in charge of making the necessary learning support adjustments for students with disabilities, in addition to monitoring collaborative support efforts between support staff and the relevant departments to ensure that efforts are appropriately carried out.
5. Protection of Personal Information and Confidentiality
   1) Support persons who possess knowledge of a personal information of students with disabilities (this includes information concerning the disability and consultation records) as a result of their support activities must strictly manage the information in their possession, and obtain consent directly from the student in the case that it is necessary to submit or disclose this information to a third party.
   2) Support persons may share personal information concerning the students with disabilities while respecting the boundaries of collective confidentiality in cases where APU determines collaborative support provisions to be necessary.
6. Disclosure of Information
   Mediums like APU website will be used to spread information on university support policies for students with disabilities, the support system, consultation process, and support provisions. APU will notify students and prospective applicants via appropriate means as seen fit.
7. The Student Office will be in charge of all administrative matters concerning these guidelines.
8. The President of the university will make the final decision with regards to revision or abolition of these guidelines after deliberation by the Student Affairs Committee and Academic Affairs Committee.
   Supplementary Provision
   These guidelines are in effect as of April 1, 2016.
   For more information regarding the support services available to students at APU, please visit (http://en.apu.ac.jp/home/life/content39/).

POLICY STATEMENT ON SEXUAL AND GENDER DIVERSITY

APU respects sexual and gender diversity as part of its commitment to human rights. APU aims to create an environment in which people of any sexual orientation and gender identity are able to study and live with the security of knowing that their human rights are fully protected, that they will be treated fairly, and that they need not suffer any discomfort or pain as a consequence of their sexual orientation or gender identity.

For more information regarding Policies and Resources Regarding Sexual and Gender Diversity at APU, please visit (http://en.apu.ac.jp/home/life/content57/).



CONTACT US

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Office of International Admissions
1-1 Jumonjibaru, Beppu, Oita, 874-8577 Japan

Contact us via our Inquiry Form:
http://r.apu.jp/contact_en

Tel: +81-977-78-1119 (English)
+81-977-78-1200 (Japanese)

https://admissions.apu.ac.jp/

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