

Admissions Guidelines for Current APU / Ritsumeikan University Students (April / September 2018 Enrollment)

In addition to the information found in the Application Handbook, Internal Applicants (Current APU / Ritsumeikan University students) have several admissions options when applying to the Graduate School **Master's program and Doctoral program**. Please read through the guidelines* and consult with the Admissions Office before applying. You are strongly encouraged to discuss your graduate school plans with your current professors.

*The 「Application Handbook and Application Form - For All Graduate School Applicants -」 can be downloaded from the following website: <http://admissions.apu.ac.jp/graduate/>

1. Admissions Options

For students who graduated from APU or Ritsumeikan University who wish to enroll to our university's Graduate School.

2. Application Periods

Enrollment	Application Period	Interview Schedule	Result Notification
April 2018	Sep 28, 2017 (Thu) – Oct 25, 2017 (Wed)	Nov 20, 2017 (Mon) – Nov 24, 2017 (Fri)	Dec 11, 2017 (Mon)
	Oct 26, 2017 (Thu) – Nov 29, 2017 (Wed)	Dec 18, 2017 (Mon) – Dec 22, 2017 (Fri)	Jan 22, 2018 (Mon)
September 2018	Mar 1, 2018 (Thu) – Apr 4, 2018 (Wed)	Apr 23, 2018 (Mon) – Apr 27, 2018 (Fri)	May 21, 2018 (Mon)
	Apr 19, 2018 (Thu) – May 23, 2018 (Wed)	June 11, 2018 (Mon) – June 15, 2018 (Fri)	July 2, 2018 (Mon)

*1 Applicants who wish to apply for the Doctoral program need to apply for and pass a Prescreening Application period before they can apply for the above periods. Please check "Application Handbook and Application Form - For All Graduate School Applicants -" for more details.

*2 Applicants will be notified regarding their interview after the application period.

3. Student Intake

Graduate School of Asia Pacific Studies (GSA) Master of Science	Intake Period	Intake Per Year *1	Standard Period of Completion	Total Tuition*2
Asia Pacific Studies(APS) • International Relations(IR) • Society and Culture(SC)	April/ September	15	2 years	2,800,000 JPY
International Cooperation Policy(ICP) • International Public Administration(IPA) • Public Health Management(PHN) • Sustainability Science(SS) • Tourism and Hospitality(TH) • Development Economics(DE)	April/ September	45		
• International Material Flow Management (IMAT) Program	September Only			
Graduate School of Management (GSM) Master of Business Administration	Intake Period	Intake Per Year *1	Standard Period of Completion	Total Tuition*2
Business Administration (MBA) • Accounting and Finance(AF) • Marketing and Management(MM) • Innovation and Operations Management(IOM) • Japanese Management(JM)	April/ September	40	2 years	3,600,000 JPY

Graduate School of Asia Pacific Studies (GSA) Doctoral (Ph.D.) Program	Intake Period	Intake Per Year *1	Standard Period of Completion	Total Tuition*2
Asia Pacific Studies	April/ September	10	3 years	4,200,000 JPY

*1 The student intakes numbers represent all application categories combined.

*2 Tuition varies according to the awarded APU Tuition Reduction Scholarship percentage. Refer to p.4 for more information. Tuition is subject to change.

4. Admissions Requirements

【Master's program】

Applicants MUST fulfill all of the following requirements.

- ① Students who are scheduled to graduate from APU or Ritsumeikan University directly before enrolling into the Graduate School
- ② Students must possess the ability to comprehend lecture, undertake independent research and produce well written reports in English. Submission of one of the following scores is recommended but **not compulsory**:

TOEFL-iBT 80 points or above

TOEFL-PBT 550 points or above

TOEFL-ITP 550 points or above*
TOEIC 780 points or above
TOEIC-IP 780 points or above*
IELTS (Academic) 6.0 or above
PTE Academic 50 points or above

* Only Institutional Test Scores from APU or Ritsumeikan University can be accepted.

③ MBA applicants must submit **GMAT or GRE test scores**.

*Students who have a cumulative **GPA of 3.00 and above (APU) or 3.50 and above (Ritsumeikan University)** are preferred.

【Doctoral Program】

Applicants who meet the following requirements:

① Applicants who passed the Ph.D. Prescreening *.

*1 For more details about the Ph.D. Prescreening, see the "Application Handbook and Application Form - For All Graduate School Applicants -"

*2 Applicants who are scheduled to graduate from a Master's program conducted in English and who submit their Master's Thesis written in English will be exempt from submitting further documents to prove their English proficiency. Students who are scheduled to graduate should submit a draft of their Master's Thesis.

5. Required Documents

Please refer to the "Admissions Handbook and Application Form - For All Graduate School Applicants - (available at Admissions Office or website)".

6. Screening Process

Application screening is based on all submitted documents and interview. If required, we may contact the applicant's previous education institution or the individual that wrote the letter of recommendation.

7. Application Submission

Please submit or send all application documents directly to APU Admissions Office.

【Postal Address】	1-1, Jumonjibaru, Beppu, Oita 874-8577 Ritsumeikan Asia Pacific University Admissions Office (International)
【Direct Submission】	Ritsumeikan Asia Pacific University, 2 nd floor, Building A Admissions Office (International)

8. Enrollment Procedures Fee and Tuition Fee Reduction

(1) Application Fee:

【Master's Program】 Application Fee: **35,000 JPY**

* Please refer to the "Admissions Handbook and Application Form" for further information.

【Doctoral Program】 Application Fee: **0 JPY**

(2) Admission Fee: **Not required**

(3) Partial Tuition :

GSA Master's Program **350,000 JPY**

GSM Master's Program **450,000 JPY**

The partial tuition payment amount varies according to the awarded APU Tuition Reduction Scholarship percentage

APU Tuition Reduction Scholarship Percentage	0%	30%	50%	65%	80%	100%
GSA Master's/Doctoral Program	350,000 JPY	245,000 JPY	175,000 JPY	122,500 JPY	70,000 JPY	0 JPY
GSM Master's Program	450,000 JPY	315,000 JPY	225,000 JPY	157,500 JPY	90,000 JPY	0 JPY

(4) **【Master's Program】**

Comprehensive Renters' Insurance: **8,540 JPY** (for 2 years)

* Students who will enroll in the IMAT program will only need to pay **4,710 JPY** for the first year in Japan.

【Doctoral Program】

Comprehensive Renters' Insurance: **12,380 JPY** (for 3 years)

* Only for students who obtain a Student Visa before enrollment. For more details, refer to the "Admissions Handbook and Application Form – For All Graduate School Applicants-."

(5) AP House Entrance Fee:

From 2017 onwards, the residence designated for graduate students is AP House 4, which is located off campus in downtown Beppu. It takes about 30 minutes to campus by local bus.

Enrollment	April 2017 Enrollment	September 2017 Enrollment
Moving in Fee	33,000 JPY	33,000 JPY
Security Deposit	98,000 JPY	98,000 JPY
Rent	98,000 JPY	73,500 JPY
Total	229,000 JPY	204,500 JPY

*1 The moving in fee is not refundable under any circumstances.

*2 The security deposit serves as a guarantee. In the case you fail to pay your rent, or if any damage is done to the room during your period of stay, charges will be deducted from the security deposit and the remaining amount will be returned to you upon moving out.

*3 April enrollees are required to pay two months of rent in advance (April and May), while September enrollees are required to pay one and half months of rent in advance (from mid-September and October). The rent for AP House is 49,000 JPY/month.

(6) Other Fees :

IMAT students must pay a Program Fee of 200,000 yen per year. This fee must be paid when completing enrollment procedures. There are also Administration Fees of approximately 172 EURO (amount subject to change) per semester during the third and fourth semesters to Trier University of Applied Sciences, Environmental-Campus Birkenfeld. There will also be other fees for the second year which will be spent in Germany, and the details of these fees will be announced after enrollment.

(7) APU Tuition Reduction Scholarship

The Tuition Reduction Scholarship at APU ranges from 30% to 100% and will be awarded to outstanding students only (**Japanese nationals included**). This scholarship only covers the least amount of credits required to graduate within the standard period of time. The scholarship results notification will be included in the admissions results package.

Amount of Tuition Fees to be borne by the student

APU Tuition Reduction Scholarship Percentage	0%	30%	50%	65%	80%	100%
GSA Master's	2,800,000 JPY	1,960,000 JPY	1,400,000 JPY	980,000 JPY	560,000 JPY	0 JPY
GSA Doctoral Program	4,200,000 JPY	2,960,000 JPY	2,100,000 JPY	1,470,000 JPY	840,000 JPY	0 JPY
GSM Master's Program	3,600,000 JPY	2,520,000 JPY	1,800,000 JPY	1,260,000 JPY	720,000 JPY	0 JPY

9. Contact

Ritsumeikan Asia Pacific University, 2nd floor, Building A

Admissions Office (International)

Address : 1-1, Jumonjibaru, Beppu, Oita 874-8577

T E L : 0977-78-1119 F A X : 0977-78-1121

Email : apugrad@apu.ac.jp