

Application Checklist

Please apply online at r.apu.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 the authentic copy.
- For documents not written in English, please also upload an official English translation.

Required Application Information and Documents	<input checked="" type="checkbox"/>	Graduate School of Asia Pacific Studies			Graduate School of Management
		Master's	IMAT	Doctoral	
1. Online Application	<input type="checkbox"/>				✓
1) Applicant Information	<input type="checkbox"/>				✓
2) Personal Statement	<input type="checkbox"/>				✓
3) Research Proposal/Study Plan	<input type="checkbox"/>				✓
4) University Graduation Certificate(s)/ Certificate of Scheduled Graduation	<input type="checkbox"/>				✓
5) Academic Transcripts	<input type="checkbox"/>				✓
6) Document(s) proving English proficiency Required for all applicants who do not meet the exemption requirements	<input type="checkbox"/>				✓
7) Two Letters of Recommendation	<input type="checkbox"/>				✓
8) Passport scan (if available)	<input type="checkbox"/>				✓
9) Photographs	<input type="checkbox"/>				✓
10) Curriculum Vitae	<input type="checkbox"/>	×	✓	×	✓
11) Sample Work or List of Research Achievements	<input type="checkbox"/>	×	✓		×
12) Master's thesis	<input type="checkbox"/>	×		✓	×
13) Supervisor Confirmation Letter	<input type="checkbox"/>	×		✓	×
14) Certificate of Employment	<input type="checkbox"/>	×			✓
15) GMAT® Results, GRE® Results	<input type="checkbox"/>	Strongly recommended but not mandatory			
2. Application Fee Payment	<input type="checkbox"/>				✓
Proof of Application Fee Payment	<input type="checkbox"/>				✓
3. Online Assessment	<input type="checkbox"/>				✓
4. Additional Documents (only if applicable)					
1) Residence Card (Only for applicants who already have a valid Japanese status of residence)	<input type="checkbox"/>				✓
2) Proof of scholarships received from organizations other than APU	<input type="checkbox"/>				✓
3) Additional required documents for each external scholarship	<input type="checkbox"/>				✓
4) Designation Page in Your Passport (Only for applicants who have a valid Specified Visa – Designated Activities)	<input type="checkbox"/>				✓

After being accepted to APU, enrolling students must submit certified copies of uploaded application documents to APU by post. Make sure to hold on to any documents you submit during the application process. Your acceptance to APU will be revoked if your documents submitted after acceptance differ from those uploaded with your online application, or if you are not able to submit the necessary documents.