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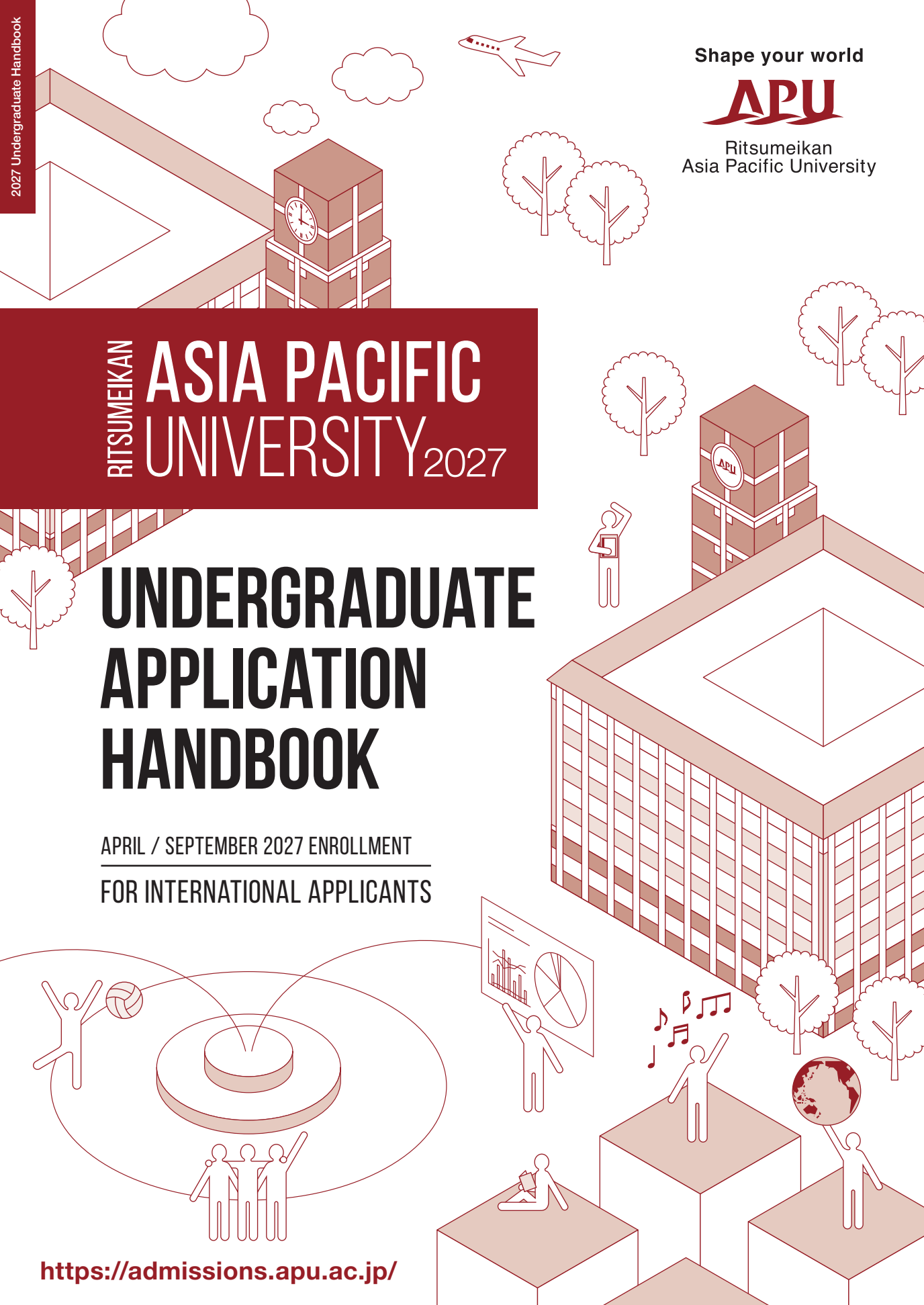
RITSUMEIKAN
**ASIA PACIFIC
UNIVERSITY** 2027

UNDERGRADUATE APPLICATION HANDBOOK

APRIL / SEPTEMBER 2027 ENROLLMENT

FOR INTERNATIONAL APPLICANTS

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



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APU Admissions Website:
<https://admissions.apu.ac.jp/>



APPLICATION HANDBOOK FOR INTERNATIONAL APPLICANTS (WITHOUT JAPANESE NATIONALITY)

Important Notes

- If one of your parents has Japanese nationality, you may also have Japanese nationality. Be sure to confirm your nationality before applying. If you have Japanese nationality, including Japanese dual nationality, or you have permanent residency status in Japan at the time of application to APU, please use the “Application Handbook for Domestic Students”. (Office of Domestic Admissions website: <https://www.apumate.net/>)
- If you are a member of the United States armed forces, a civilian, or their dependent as defined by the U.S.-Japan Status of Forces Agreement (SOFA), please contact the Office of International Admissions using the inquiry form URL or 2D code listed below.
- If you are still unclear about your admissions category, contact the Office of International Admissions using the inquiry form URL or 2D code listed below.

Dual Enrollment

Dual enrollment refers to being enrolled in two or more universities, colleges, or departments at the same time. In principle, students may not be enrolled in a degree-seeking program at Ritsumeikan Asia Pacific University (APU) and another university simultaneously.

If there is any possibility that you may be enrolled elsewhere after enrolling at APU, please contact APU in advance before applying.

CONTACT US

Ritsumeikan Asia Pacific University

Office of International Admissions

1-1 Jumonjibaru, Beppu, Oita, 874-8577 Japan

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

Contact us via our inquiry form or 2D code:

https://admissions.apu.ac.jp/contact_us/?&lang=en

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



Contact us!

 Ritsumeikan.APU

 APUAdmissionsOffice

 ritsumeikanapu

! Points to Keep in Mind When Applying

- All scholarships and fees mentioned in this handbook, including the application fee, admission fee, and tuition fees, are subject to change. Tuition may be revised while you are enrolled at APU to inflation or other changes in social and economic conditions.
- **Your application may be rejected if it or any accompanying documents contain forgery, false information, plagiarism, or if you are found to have cheated during the recorded interview.** Additionally, your admission to APU will be revoked if evidence of such acts is discovered after your acceptance or enrollment. Review the Application Misconduct Policy for further details (https://admissions.apu.ac.jp/how_to_apply/forgery_policy).
- Once your application has been submitted, no changes can be made to its content.
- Applications will be processed only after the recorded interview has been submitted. **Both the online application and the recorded interview must be completed by the application deadline.** Once paid, the application fee will not be refunded even if the recorded interview cannot be completed due to any circumstances, including technical issues.
- Documents written in languages other than English or Japanese must be accompanied by an English or Japanese translation. The translation must include the translator's name, address, contact details, and signature or official seal. APU only accepts translations from the document's issuing institution, a licensed translator, or a translation company. Translations alone will not be accepted, so be sure to submit the original document along with the translation. Further information about translations can be found at (https://admissions.apu.ac.jp/resource/ln/85bed96167dda823b50982f925bccfd5ca873007/Certified_Documents_and_Translation_EN.pdf).
- If accepted, you must mail the original documents or certified copies for any documents uploaded in the online application by post to APU. Your acceptance to APU will be revoked if the original or certified documents submitted after acceptance differ from those submitted at the time application, or if you are unable to submit them. Be sure to keep the original versions of the documents you submit with your online application. Further information about certified documents can be found at (https://admissions.apu.ac.jp/resource/ln/85bed96167dda823b50982f925bccfd5ca873007/Certified_Documents_and_Translation_EN.pdf).
- Inquiries regarding the reasons for your application results will not be accommodated.
- **Enrollment procedures and payments will not be accepted after the stipulated deadlines under any circumstances.**
- **Your acceptance to APU will be revoked if any enrollment fees are unpaid by the stipulated deadlines. The admission fee and AP House moving-in fee will not be refunded under any circumstances.**

Applications will not be accepted in the following cases:

- Reapplying for the same semester after being admitted
- Applying to more than one college within the same application period for international students
- Applying as both an English-basis applicant and a Japanese-basis applicant within the same application period
- Applying to an application category other than the one designated based on your place of residence
- Applications submitted after the application period deadline

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, 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 "Culture, Society, and Media", "International Relations", and "Global Economy" in global society with a focus on the Asia Pacific region
2. Basic ability to study the field of social science with a focus on society, politics, and economics
3. Ability to read and write basic texts that will lead to reading and writing specialized texts at College of Asia Pacific Studies
4. Ability to pursue one's own interests and to express them clearly
5. Ability to integrate large amounts of information and think from multiple angles when framing opinions

College of International Management

1. Interest in global management and business fields including Strategic Management and Leadership, Marketing, Accounting and Finance, Entrepreneurship and Operations Management
2. Ability and desire to develop creativity, leadership skills and problem-solving skills
3. Desire to make positive change through business and take action toward inclusion and sustainability in the Asia Pacific region and the world

College of Sustainability and Tourism

1. Interest in tourism and hospitality and sustainable society
2. Interest in various regions both within Japan and abroad, as well as willingness to work toward solving problems for region sustainability
3. Willingness to learn across disciplines in collaboration with various social actors on and off campus

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.

FIRST YEAR APPLICATION OVERVIEW

1. Number of Students to be Admitted

Expected yearly intake of international undergraduate students:

	April 2027 Enrollment	September 2027 Enrollment
College of Asia Pacific Studies	90	135
College of International Management	130	240
College of Sustainability and Tourism	50	90

2. Application Eligibility

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

A. Requirement 1: Educational Qualifications

1. **Completed a 12-year standard education curriculum at an educational institution before your date of enrollment* at APU.**

If you do not meet the above condition, please check whether you meet one of the conditions (2-9) below. If you meet one of the following educational criteria before your date of enrollment* at APU, you meet Requirement 1 (Educational Qualifications).

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, European Baccalaureate Diploma, International A Level results or GCE A Level results.
6. Completed a 12-year standard education curriculum accredited by an international evaluation group (WASC, CIS, ACASI, NEASC, Cognia, NCA CASI, NWAC, SACS CASI, COBIS).
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 (e.g. having received a GED certificate).
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 a standard education curriculum equivalent to at least 11 years at an educational institution designated by MEXT or be expected to do so before your date of enrollment* should the standard education curriculum of your country or region not exceed 11 years (applicable as of August 21, 2023: standard education curricula in Belarus, Kazakhstan, Myanmar, Peru, Russia, Sudan, Ukraine, and Uzbekistan). If this condition applies to you, please contact us before applying via the inquiry form URL or 2D code listed on the back cover, as individual conditions need to be confirmed.

In the event that MEXT revises the qualifications for university admission, the updated regulations will be applied accordingly.

At the time of submitting the application, please submit documents proving that you will satisfy at least one of the above qualifications before your date of enrollment.

If you are admitted to APU, during the enrollment procedures you will be required to submit documents confirming that you properly meet the qualification. If you are unable to submit the required documents by the designated deadline, your admission may be revoked.

Refer to the admissions website (https://admissions.apu.ac.jp/admissions/application_eligibility/) if you would like to confirm if you meet the educational qualifications necessary to apply.

If your academic background is different from those listed above, confirm further details via the inquiry form URL or 2D code listed on the back cover before applying.

! Other Educational Backgrounds

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 before your date of enrollment*, you should confirm further details via the inquiry form URL or 2D code listed on the back cover before applying.

*The date of enrollment is April 1, 2027 for April enrollment and September 21, 2027 for September enrollment.

B. Requirement 2: Language Proficiency

You must meet one of the following English or Japanese language proficiency requirements. Applicants who meet certain conditions may choose not to submit a language proficiency test. Refer to the details stated below (except when otherwise specified).

Minimum English Proficiency Requirements for English-basis Applicants								
IELTS	IELTS Online	TOEFL iBT® Test	TOEIC® L&R / S&W Test	Duolingo English Test	Cambridge English Qualifications	Linguaskill	PTE Academic	EIKEN
6.0* ¹		75 or 4.0* ²	1540* ³	110	169		60* ⁴	2304* ⁵

^{*1} A minimum of 5.5 is required for each section. IELTS General Training Module is not accepted.

^{*2} A total score of 75 or higher (for tests taken before January 21, 2026), or a total score of 4.0 or higher (for tests taken on or after January 21, 2026). TOEFL iBT® Home Edition and TOEFL ITP® Test are not accepted.

^{*3} For TOEIC® (L&R/S&W), multiply the S&W score by 2.5 and add to the L&R score. TOEIC® Program IP (Institutional Program) is not accepted.

^{*4} PTE General is not accepted.

^{*5} EIKEN S-CBT and EIKEN S-Interview are accepted. Regardless of the test type and whether or not you passed the test, the EIKEN CSE 2.0 score will be evaluated.

Minimum Japanese Proficiency Requirements for Japanese-basis Applicants		
JLPT N1	JLPT N2	EJU Japanese as a Foreign Language ^{*1}
100	120	- Reading Comprehension/Listening and Listening-Reading Comprehension: total score of 250 - Writing: 30

^{*1} Both minimum scores must be met.

For April 2027 enrollment, only scores of examinations taken on or after June 1, 2024 and by the application deadline will be accepted.

For September 2027 enrollment, only scores of examinations taken on or after September 1, 2024 and by the application deadline will be accepted.

Original documents are required for certain language proficiency test results. See page 32 for detailed information.

Exemptions from Submitting a Language Proficiency Score

English-Basis Applicants

English-basis applicants may choose not to submit an English proficiency test score if:

- You have completed or will complete your 12th year of formal education using English as the medium of instruction in Antigua and Barbuda, Australia, the Bahamas, Barbados, Belize, Canada (excluding Quebec), Dominica, Fiji, Grenada, Guyana, Ireland, Jamaica, New Zealand, Papua New Guinea, 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 entirely in the English language in a country or region other than those listed above before enrolling at APU and submit documents of proof, such as a link to and screenshot of your school's official website, or a letter from your school.
- 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:
 - New SAT (Evidence-Based Reading and Writing): 590 or above
 - ACT: 25 or above (the average of English and Reading must be 25 or above). Superscores are accepted.

Japanese-Basis Applicants

Japanese-basis applicants may choose not to submit a Japanese proficiency test score if:

- You have undertaken all 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 Japan 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.

3. Evaluation Method

Applications will be evaluated based on all submitted documents, information, and the recorded interview. There is no need to come to Japan or APU for the admissions process.

If required, your school or recommender may be contacted for further information. APU may also contact you for more details regarding the information and documents you submitted.

If you previously applied to APU, we may refer to your previous application(s) during the screening process.

If you previously enrolled at APU, we may refer to your student records (grades, awards, disciplinary actions, residence status, and other relevant information) during the screening process.

Recorded Interview

You must complete the recorded interview using a computer (Windows 10 or later or MacOS X 10.12 or later) equipped with a working camera and microphone through a designated online platform. During the interview, you will respond to the questions displayed on your screen, and your answers will be automatically recorded. Each question will have a set time limit for your response. The entire interview will take approximately 30 minutes.

You will be evaluated on aspects including your reasons for applying, motivation, critical thinking, and overall communication, etc. Any suspected misconduct during the recorded interview (such as the presence of someone other than the applicant during the interview or answering using items other than those specifically permitted) will result in disqualification.

For the recorded interview, we advise that you keep the APU 2030 Vision (<https://en.apu.ac.jp/home/about/content7/>) in mind. APU's mission is to contribute to freedom, peace, humanity, international mutual understanding, and the future shape of the Asia Pacific region. Building on this foundation, the APU 2030 Vision aims to foster individuals who can change the world. APU welcomes students who embody these ideals and can inspire those around them to grow together.

SECOND AND THIRD YEAR TRANSFER APPLICATION OVERVIEW

1. Number of Students to be Admitted

Expected yearly intake for international transfer students:

	Second Year Transfer		Third Year Transfer	
	Non-Bachelor's Degree Student	Bachelor's Program/ Second Bachelor's Student	Non-Bachelor's Degree Student	Bachelor's Program/ Second Bachelor's Student
College of Asia Pacific Studies	5*	5*	5*	5*
College of International Management	5*	5*	5*	5*
College of Sustainability and Tourism**				

*This number also includes other types of applications. The actual number of accepted applicants may be lower depending on the number of applications received and the screening results.

**It is not possible to enter the College of Sustainability and Tourism (ST) as a second or third year transfer student.

2. Application Eligibility

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

A. Requirement 1: Educational Qualifications

Transfer Students from Non-Bachelor's Degree Programs

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

Both second and third year transfer applicants must meet one of the following requirements:

1. Have graduated from a junior college before your date of enrollment*¹ at APU.
2. Have graduated from a technical college in Japan before your date of enrollment*¹ at APU.
3. Have graduated from a special training school approved by the Japanese Ministry of Education, Culture, Sports, Science and Technology (MEXT) before your date of enrollment*¹ at APU. 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 category refers to applicants who plan to transfer to APU from a bachelor's degree program at another university. **You cannot apply if you have withdrawn from your university.**

Second year transfer applicants must meet one of the following requirements:

1. Meet all of the following requirements before your date of enrollment*¹ at 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 your current university's bachelor's degree program.
2. Have completed at least one year of study in a university bachelor's degree program within Japan and acquired at least 30 course credits before your date of enrollment*¹ at APU.

Third year transfer applicants must meet one of the following requirements:

1. Meet all of the following requirements before your date of enrollment*¹ at 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 your current university's bachelor's degree program.
2. Have completed at least two years of study in a university bachelor's degree program within Japan and acquired at least 60 course credits before your date of enrollment*¹ at APU.

Second Bachelor's Degree Applicants

This category refers to applicants who will have already completed a bachelor's degree program and plan to enter APU as a transfer student to obtain a second bachelor's degree.

Second bachelor's degree applicants who plan to transfer to APU as a second or third year transfer student must meet the following requirement:

- Have graduated from a bachelor's degree program before your date of enrollment*¹ at APU.

In the event that the Ministry of Education, Culture, Sports, Science and Technology (MEXT) revises the qualifications for university admission, the updated regulations will be applied accordingly.

At the time of submitting the application, please submit documents proving that you will satisfy the above qualification before your date of enrollment.

If you are admitted to APU, during the enrollment procedures you will be required to submit documents confirming that you properly meet the qualification. If you are unable to submit the required documents by the designated deadline, your admission may be revoked.

If your academic background is different from those listed above, please confirm further details via the inquiry form URL or 2D code listed on the back cover before applying.

*¹ The date of enrollment is April 1, 2027 for April enrollment and September 21, 2027 for September enrollment.

*² If you have completed an 11-year standard education curriculum at an educational institution in a country designated by MEXT (Belarus, Kazakhstan, Myanmar, Peru, Russia, Sudan, Ukraine, or Uzbekistan) as of August 21, 2023 and are currently enrolled in an educational institution for your 12th or 13th year of formal education, confirm further details via the inquiry form URL or 2D code listed on the back cover.

B. Requirement 2: Language Proficiency

You must meet one of the following English or Japanese language proficiency requirements. Applicants who meet certain conditions may choose not to submit a result of a language proficiency test. Refer to the details stated below (except when otherwise specified).

Minimum English Proficiency Requirements for English-basis Applicants								
IELTS	IELTS Online	TOEFL iBT® Test	TOEIC® L&R / S&W Test	Duolingo English Test	Cambridge English Qualifications	Linguaskill	PTE Academic	EIKEN
6.5* ¹		85 or 4.5* ²	1730* ³	120	176		65* ⁴	2630* ⁵

*¹ A minimum score of 6.0 is required for each section. IELTS General Training Module is not accepted.

*² A total score of 85 or higher (for tests taken before January 21, 2026), or total score of 4.5 or higher (for tests taken on or after January 21, 2026). TOEFL iBT® Home Edition and TOEFL ITP® Test are not accepted.

*³ For TOEIC® (L&R/S&W), multiply the S&W score by 2.5 and add to the L&R score. TOEIC® Program IP (Institutional Program) is not accepted.

*⁴ PTE General is not accepted.

*⁵ EIKEN S-CBT and EIKEN S-Interview are accepted. Regardless of the test type and whether or not you passed the test, the EIKEN CSE 2.0 score will be evaluated.

Minimum Japanese Proficiency Requirements for Japanese-basis Applicants		
JLPT N1	JLPT N2	EJU Japanese as a Foreign Language* ¹
110	140	- Reading Comprehension/Listening and Listening-Reading Comprehension: total score of 280 - Writing: 35

*¹ Both minimum scores must be met.

For April 2027 enrollment, only scores of examinations taken on or after June 1, 2024 and by the application deadline will be accepted.

For September 2027 enrollment, only scores of examinations taken on or after September 1, 2024 and by the application deadline will be accepted.

Original documents are required for certain language proficiency test results. See page 32 for detailed information.

Exemptions from Submitting a Language Proficiency Score

English-Basis Applicants

English-basis applicants may choose not to submit an English proficiency test score if:

- You have completed or will complete your 12th year of formal education using English as the medium of instruction in Antigua and Barbuda, Australia, the Bahamas, Barbados, Belize, Canada (excluding Quebec), Dominica, Fiji, Grenada, Guyana, Ireland, Jamaica, New Zealand, Papua New Guinea, 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 entirely in the English language in a country or region other than those listed above before enrolling at APU and submit documents of proof, such as a link to and screenshot of your school's official website, or a letter from your school.
- 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:
New SAT (Evidence-Based Reading and Writing): 590 or above
ACT: 25 or above (the average of English and Reading must be 25 or above). Superscores are accepted.

Japanese-Basis Applicants

Japanese-basis applicants may choose not to submit a Japanese proficiency test score if:

- You have undertaken all 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 entirely in the Japanese language in a country other than Japan before enrolling at APU and submit documents of proof, such as a link to and screenshot of your school's official website, or a letter from your school.

3. Evaluation Method

Applications will be evaluated based on all submitted documents, information, and the recorded interview. There is no need to come to Japan or APU for the admissions process.

If required, your school or recommender may be contacted for further information. APU may also contact you for more details regarding the information and documents you submitted.

If you previously applied to APU, we may refer to your previous application(s) during the screening process.

If you previously enrolled at APU, we may refer to your student records (grades, awards, disciplinary actions, residence status, and other relevant information) during the screening process.

Recorded Interview

You must complete the recorded interview using a computer (Windows 10 or later or MacOS X 10.12 or later) equipped with a working camera and microphone through a designated online platform. During the interview, you will respond to the questions displayed on your screen, and your answers will be automatically recorded. Each question will have a set time limit for your response. The entire interview will take approximately 30 minutes.

You will be evaluated on aspects including your reasons for applying, motivation, critical thinking, and overall communication, etc. Any suspected misconduct during the recorded interview (such as the presence of someone other than the applicant during the interview or answering using items other than those specifically permitted) will result in disqualification.

For the recorded interview, we advise that you keep the APU 2030 Vision (<https://en.apu.ac.jp/home/about/content7/>) in mind. APU's mission is to contribute to freedom, peace, humanity, international mutual understanding, and the future shape of the Asia Pacific region. Building on this foundation, the APU 2030 Vision aims to foster individuals who can change the world. APU welcomes students who embody these ideals and can inspire those around them to grow together.

4. Important Considerations for Third Year Transfer Applicants

If you are applying as a third year transfer applicant, before applying, please carefully review the following points and thoroughly consider your study plans and job-hunting plans for after enrollment.

For third year transfer applicants, credits earned before enrolling may be recognized as APU credits. However, depending on the number of credits and courses approved for transfer, it may be difficult to graduate within two years. Therefore, applicants must carefully confirm the graduation requirements and the results of credit transfer in advance. (For details on credit transfer applications, please refer to page 23.)

Job hunting usually begins from the second half of your third year and may continue until you are in your 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 find employment in Japan to apply as second year students.

Japanese and English courses are not required for third year transfer students. While you may take Japanese or English courses if you wish, it is often very difficult to complete these courses alongside your major courses and graduate within two years. Therefore, this is not recommended.

APPLICATION SCHEDULE

1. First Year Applicants

Applications must be completed by 23:59 (Japan Standard Time) on the application period deadline. Your application will be considered complete only after all procedures have been finished, including the application fee payment and submission of the recorded interview.

A. International Applicants Residing Outside Japan

China

April 2027 Enrollment

Please follow the application schedule under “Other Countries and Regions (Except Japan)”.

September 2027 Enrollment

Code	Application Period Start Date	Application Period Deadline	Result Notification Date
CHNFA1	September 3, 2026	November 18, 2026	January 12, 2027
CHNFA2	November 19, 2026	January 20, 2027	March 9, 2027
CHNFA3	January 21, 2027	March 17, 2027	May 4, 2027

India

April 2027 Enrollment

Please follow the application schedule under “Other Countries and Regions (Except Japan)”.

September 2027 Enrollment

Code	Application Period Start Date	Application Period Deadline	Result Notification Date
INDFA1	September 3, 2026	November 18, 2026	January 12, 2027
INDFA2	November 19, 2026	March 17, 2027	May 4, 2027

Indonesia

April 2027 Enrollment

Please follow the application schedule under “Other Countries and Regions (Except Japan)”.

September 2027 Enrollment

Code	Application Period Start Date	Application Period Deadline	Result Notification Date
IDNFA1	September 3, 2026	October 28, 2026	December 15, 2026
IDNFA2	October 29, 2026	December 9, 2026	February 2, 2027
IDNFA3	December 10, 2026	January 20, 2027	March 9, 2027
IDNFA4	January 21, 2027	March 17, 2027	May 4, 2027

Korea

April 2027 Enrollment

Code	Application Period Start Date	Application Period Deadline	Result Notification Date
KORSP2	July 16, 2026	September 16, 2026	November 3, 2026
KORSP3	September 17, 2026	November 18, 2026	December 29, 2026

September 2027 Enrollment

Code	Application Period Start Date	Application Period Deadline	Result Notification Date
KORFA1	January 14, 2027	March 17, 2027	May 4, 2027

Thailand

April 2027 Enrollment

Code	Application Period Start Date	Application Period Deadline	Result Notification Date
THASP1	June 4, 2026	July 15, 2026	September 8, 2026
THASP2	July 16, 2026	October 28, 2026	December 15, 2026

September 2027 Enrollment

Code	Application Period Start Date	Application Period Deadline	Result Notification Date
THAFA1	October 29, 2026	January 20, 2027	March 9, 2027
THAFA2	January 21, 2027	March 3, 2027	April 20, 2027

Viet Nam

April 2027 Enrollment

Please follow the application schedule under "Other Countries and Regions (Except Japan)".

September 2027 Enrollment

Code	Application Period Start Date	Application Period Deadline	Result Notification Date
VNMFA1	September 3, 2026	October 28, 2026	December 15, 2026
VNMFA2	October 29, 2026	November 18, 2026	January 12, 2027
VNMFA3	November 19, 2026	January 20, 2027	March 9, 2027
VNMFA4	January 21, 2027	March 17, 2027	May 4, 2027

Other Countries and Regions (Except Japan)

Applicants residing in countries/regions other than China, India, Indonesia, Korea, Thailand, and Viet Nam should follow the application schedule shown below. If you reside in China, India, Indonesia, Korea, Thailand, or Viet Nam, please refer to the application schedule designated for your country and apply accordingly.

April 2027 Enrollment

Code	Application Period Start Date	Application Period Deadline	Result Notification Date
GSP1	June 4, 2026	July 15, 2026	September 8, 2026
GSP2	July 16, 2026	August 19, 2026	October 13, 2026
GSP3	August 20, 2026	September 16, 2026	November 3, 2026
GSP4	September 17, 2026	October 14, 2026	December 1, 2026

September 2027 Enrollment

Code	Application Period Start Date	Application Period Deadline	Result Notification Date
GFA2	September 3, 2026	October 28, 2026	December 15, 2026
GFA3	October 29, 2026	December 9, 2026	February 2, 2027
GFA4	December 10, 2026	January 20, 2027	March 9, 2027
GFA5	January 21, 2027	March 3, 2027	April 20, 2027

B. International Applicants Residing in Japan*

Japan

April 2027 Enrollment

Code	Application Period Start Date	Application Period Deadline	Result Notification Date
JPNSP0	June 4, 2026	August 19, 2026	October 13, 2026
JPNSP1	August 20, 2026	October 14, 2026	December 1, 2026
JPNSP2	October 15, 2026	December 9, 2026	February 2, 2027

September 2027 Enrollment

Code	Application Period Start Date	Application Period Deadline	Result Notification Date
JPNFA1	November 26, 2026	January 20, 2027	March 9, 2027
JPNFA2	January 21, 2027	March 17, 2027	May 4, 2027

* International Applicants Residing in Japan (Without Japanese Nationality)

This refers to applicants who hold a nationality other than Japanese at the time of application, hold valid residence status** from the time of application until enrollment at APU, and will continue to reside in Japan (including those who expect to do so). If you reside in Japan at the time of application but will lose your valid residence status and permission to engage in authorized activities before enrolling at APU, you must apply under the application category for the country/region in which you will reside after leaving Japan.

** "Holding valid residence status" refers to engaging in activities permitted under the original status of residence within the valid period of stay.

C. Additional Application Periods

At APU, we aim to provide students with learning opportunities that make full use of our multicultural environment. To further strengthen the diversity of our enrolling students and enhance our global learning community, additional application periods may be offered. In such cases, we will make an announcement on the admissions website (<https://admissions.apu.ac.jp/>) according to the schedule below.

Enrollment Semester	Announcement
September 2027	By early April 2027

2. Second Year Transfer Applicants

Applications must be completed by 23:59 (Japan Standard Time) on the application period deadline. Your application will be considered complete only after all procedures have been finished, including the application fee payment and submission of the recorded interview.

A. International Applicants Residing Outside Japan

These schedules are for second year transfer applicants residing outside Japan, **including those residing in China, India, Indonesia, Korea, Thailand, or Viet Nam.**

April 2027 Enrollment

Code	Application Period Start Date	Application Period Deadline	Result Notification Date
T2GSP1	July 23, 2026	August 19, 2026	October 13, 2026
T2GSP2	August 20, 2026	September 16, 2026	December 1, 2026

September 2027 Enrollment

Code	Application Period Start Date	Application Period Deadline	Result Notification Date
T2GFA1	October 29, 2026	December 9, 2026	February 2, 2027
T2GFA2	December 10, 2026	March 17, 2027	May 18, 2027

B. International Applicants Residing in Japan*

These schedules are for second year transfer applicants residing in Japan.

April 2027 Enrollment

Code	Application Period Start Date	Application Period Deadline	Result Notification Date
T2JPNP1	September 3, 2026	October 28, 2026	January 12, 2027
T2JPNP2	October 29, 2026	November 18, 2026	February 2, 2027

September 2027 Enrollment

Code	Application Period Start Date	Application Period Deadline	Result Notification Date
T2JPNFA1	October 29, 2026	December 9, 2026	February 2, 2027
T2JPNFA2	December 10, 2026	March 17, 2027	May 18, 2027

* International Applicants Residing in Japan (Without Japanese Nationality)

This refers to applicants who hold a nationality other than Japanese at the time of application, hold valid residence status** from the time of application until enrollment at APU, and will continue to reside in Japan (including those who expect to do so). If you reside in Japan at the time of application but will lose your valid residence status and permission to engage in authorized activities before enrolling at APU, you must apply under the application category for the country/region in which you will reside after leaving Japan.

** "Holding valid residence status" refers to engaging in activities permitted under the original status of residence within the valid period of stay.

3. Third Year Transfer Applicants

Applications must be completed by 23:59 (Japan Standard Time) on the application period deadline. Your application will be considered complete only after all procedures have been finished, including the application fee payment and submission of the recorded interview.

A. International Applicants Residing Outside Japan

These schedules are for third year transfer applicants residing outside Japan, **including those residing in China, India, Indonesia, Korea, Thailand, or Viet Nam.**

April 2027 Enrollment

Code	Application Period Start Date	Application Period Deadline	Result Notification Date
T3GSP1	July 23, 2026	August 19, 2026	October 13, 2026
T3GSP2	August 20, 2026	September 16, 2026	December 1, 2026

September 2027 Enrollment

Code	Application Period Start Date	Application Period Deadline	Result Notification Date
T3GFA1	October 29, 2026	December 9, 2026	February 2, 2027
T3GFA2	December 10, 2026	March 17, 2027	May 18, 2027

B. International Applicants Residing in Japan*

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

April 2027 Enrollment

Code	Application Period Start Date	Application Period Deadline	Result Notification Date
T3JPNSP1	September 3, 2026	October 28, 2026	January 12, 2027
T3JPNSP2	October 29, 2026	November 18, 2026	February 2, 2027

September 2027 Enrollment

Code	Application Period Start Date	Application Period Deadline	Result Notification Date
T3JPNFA1	October 29, 2026	December 9, 2026	February 2, 2027
T3JPNFA2	December 10, 2026	March 17, 2027	May 18, 2027

* International Applicants Residing in Japan (Without Japanese Nationality)

This refers to applicants who hold a nationality other than Japanese at the time of application, hold valid residence status** from the time of application until enrollment at APU, and will continue to reside in Japan (including those who expect to do so). If you reside in Japan at the time of application but will lose your valid residence status and permission to engage in authorized activities before enrolling at APU, you must apply under the application category for the country/region in which you will reside after leaving Japan.

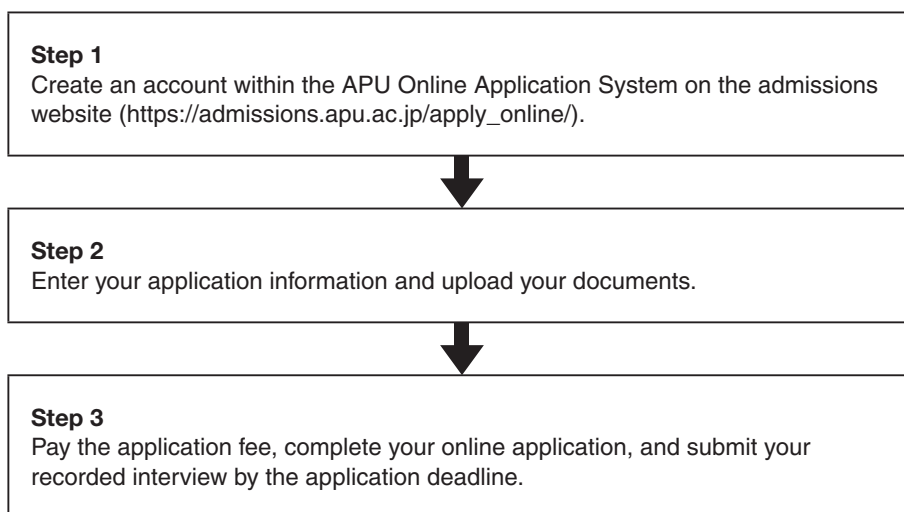
** "Holding valid residence status" refers to engaging in activities permitted under the original status of residence within the valid period of stay.

HOW TO APPLY

The entire application process can be completed through the APU Online Application System. The information and documents to be entered and submitted are outlined in the following pages.

Note that the required documents differ for first year applicants and transfer applicants. Transfer applicants should also refer to page 23 for additional details.

The following is the general application process. It may vary for each applicant.



APPLICATION CHECKLIST

For All Applicants

☒	
☐	Academic documents (transcripts and graduation certificate)
☐	Language proficiency test score
☐	Standardized test scores
☐	Proof of extracurricular activities (if applicable)
☐	Application fee
☐	Essays (only if applying for the APU Tuition Reduction Scholarship)
☐	Letter of Recommendation (only if applying for the APU Tuition Reduction Scholarship)
☐	Recorded interview

For Transfer Applicants

☐	Required documents for transfer applicants
☐	Credit Transfer Application Form
☐	Syllabus
☐	Documents listing class hours and number of classes for each course

1. Required Information and Documents

A. General Information

For the Personal Background, Application Information, Emergency Contact and Financial Sponsor, and APU Overseas Representative or Education Agent sections:

Input your personal information (name, date of birth, sex*, citizenship, etc.) as shown on your passport. Make sure that the country/region and city that you enter is where you will be residing up until the time of your enrollment at APU.

If you are applying through an APU Overseas Representative or education agent, confirm the office name, staff member, and contact information with them beforehand. Our representatives' information is listed on the last page of this handbook.

Choose the sex listed on your passport. If your passport lists other than male and female, please contact us.

*In order for the university to operate in accordance with Japanese laws and regulations, applicants must input their sex as registered on legal documents. Information regarding sex will be used for university registration but will not affect the results of the admission screening or selection process. For further information, refer to the Policy Statement on Sexual and Gender Diversity (<https://en.apu.ac.jp/home/life/content57/>).

B. Academic History

Complete the details of all educational institutions you attended from elementary school to the last or current school you are attending. Make sure to include undergraduate programs, language schools in Japan, and any other level of study.

Refer to the Application Eligibility page 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

Submit academic transcripts, a graduation certificate or certificate of expected graduation, and results of standardized tests.

If you submit a certificate of expected graduation and/or transcripts with predicted scores, you must provide additional documentation during the enrollment process to confirm that you will meet the educational requirements before your date of enrollment at APU. Failure to provide such documentation in a timely manner may result in the revocation of your acceptance to APU.

Academic Transcripts

If you have transcripts from multiple schools, submit all of them.

If the transcript does not include information about the grading scale, submit a separate document that clearly explains the grading scale used.

For details about standardized tests, refer to page 19 and 20. You do not need to submit transcripts from language schools.

First Year Applicants

- If you have already graduated from high school, submit the academic transcripts from your most recent three academic years. If you have been enrolled in university or another higher education institution for over one academic year at the time of application, also submit the academic transcripts from the institution. If you have already graduated from university, submit 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 academic years**. The transcripts must be issued within two months of the date you submit your application.

Second Year Transfer Applicants

- Submit your high school academic transcripts and your academic transcripts from the higher education institutions you enrolled in after graduating from high school.

Third Year Transfer Applicants

- Submit 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 a half years**.

Second Bachelor's Degree Applicants

- If you have already completed a bachelor's degree program at the time of application, submit a transcript from that institution.
- If you are enrolled in a bachelor's degree program at the time of application, submit the most recent transcript from that institution.

Graduation Certificate or Expected Graduation Certificate

Submit the APU-designated Certificate of Graduation or Expected Graduation. The designated form can be downloaded from the admissions website (https://admissions.apu.ac.jp/material_download/).

If a certificate of graduation or expected graduation issued by your high school or higher education institution includes all the required information specified on the APU-designated form, you may submit that document instead.

If you have passed an examination outside Japan that is equivalent to a high school graduation qualification, submit both the certificate of passing the examination and your academic transcript.

First Year Applicants

- If you graduated from high school, you must submit a digital copy of your high school graduation certificate.
- If you have not yet graduated from high school, submit an expected graduation certificate that includes the month and year of your expected graduation. If your academic transcript states your expected graduation date, you may simply submit the transcript.
- If you already graduated from a university or another higher education institution at the time of application, submit a digital copy of your graduation certificate from the institution. If you are submitting a university graduation certificate, you do not have to submit your high school graduation certificate.

Transfer Applicants (Excluding Second Bachelor's Degree Applicants)

- If you graduated from a university or another higher education institution, submit 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, submit 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 a screenshot of the relevant explanation on the institution's website, which states the name of the degree awarded upon completion, the minimum time required to complete the program, the number of credits needed to graduate, etc.
- If you are applying as a transfer applicant from bachelor's degree program at another university, submit a Certificate of Enrollment from that institution.

Second Bachelor's Degree Applicants

- If you already completed a bachelor's degree program at the time of application, submit a graduation certificate from that institution.
- If you are enrolled in a bachelor's degree program at the time of application, submit a certificate of expected graduation from that institution.

Attendance Report from Language Schools and Technical Colleges

If you are currently enrolled in, or have previously been enrolled in, a language school in Japan

Submit a digital copy of your attendance report for your entire period of study at the language school. If the document is sealed, please mail it by post. In addition, upload a file (any format is acceptable) to the "Attendance Record Submission" section of the online application system stating that the attendance record has been sent by mail.

If you are currently enrolled in, or have previously been enrolled in, a technical college in Japan

Submit a digital copy of your attendance report for your entire period of study at the technical colleges if they are issued by the institution. If the document is sealed, please mail it by post. In addition, upload a file (any format is acceptable) to the "Attendance Record Submission" section of the online application system stating that the attendance record has been sent by mail.

Home-Schooled Applicants

If you have been home-schooled, we strongly recommend submitting an SAT, ACT, or GED score report. If deemed necessary, you may be required to submit one of these score reports during the evaluation of your application.

D. Language Requirements

Submit a language proficiency test score as proof of your language proficiency. You may choose not to submit a language proficiency score if you meet certain conditions. Refer to the Application Eligibility pages for details.

Only scores of examinations taken within the following period of validity will be accepted:

- April 2027 enrollment: On or after June 1, 2024 and by the application deadline
- September 2027 enrollment: On or after September 1, 2024 and by the application deadline

Original documents are required for certain language proficiency test results. See page 32 for detailed information.

E. Test Scores, Test Information, and Documents

Submit a digital copy of your original test results. The accepted tests are listed below.

Accepted English Language Proficiency Test Documents

Standardized Test	Documents to be Submitted
Cambridge English Qualifications/Linguaskill	Result Statement Cambridge English Qualifications: Verification Number or Reference Number Linguaskill: Candidate ID (User name), Average Level and Average Score
Duolingo English Test	Request to have your score sent directly to APU.
EIKEN Test in Practical English Proficiency	Digital copy of the original test result
IELTS* IELTS Online*	Digital copy of the Test Report Form Test Report Form Number (TRF Number) IELTS One Skill Retake is accepted.
PTE Academic	Digital copy of the score report
TOEFL iBT® Test*	Digital copy of the score report. MyBest® scores are accepted.
TOEIC® L&R/S&W Test	Digital copy of the original score report

TOEFL iBT® Home Edition, TOEFL ITP® Test, IELTS (General Training Module), TOEIC® Program IP (Institutional Program), and PTE General are not accepted.

Accepted Japanese Language Proficiency Test Documents

Standardized Test	Documents to be Submitted
EJU Japanese	Digital copy of the Score Confirmation Report
Japanese Language Proficiency Test (JLPT)	Digital copy of the Certificate of Result and Scores

Accepted Standardized Test Documents

Submit scores of the standardized tests listed below if you possess them. If you possess multiple test scores, submit them all. These test scores will be used to assess your academic ability.

Standardized Test	Submission Method
Abitur	Upload your final result sheet (Abiturzeugnis).
ACT	Request to have your score report sent directly to APU using the institution code 5475 and upload a digital copy of the score report within the online application. Superscores are accepted.
Baccalaureate	Upload your transcript. Note that your enrollment eligibility may be revoked if you are unable to successfully receive a Diploma.
BTEC	Upload 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 scores from one or more of the following subjects: Japan and the World, Mathematics (Course 1), Mathematics (Course 2).

Standardized Test	Submission Method
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.
International A Levels (IAL)**	Upload results from at least two subjects, or at least four subjects for AS Level.
General Educational Development (GED)	Upload your Official GED Transcript and diploma.
Hong Kong Diploma of Secondary Education Examination (HKDSE)	Upload results from four core subjects and at least one elective subject. Predicted scores are accepted.
International Baccalaureate (IB) Diploma	Upload your IB transcript and diploma. Predicted grades 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 have your score report sent directly to APU using the institution code 2791 and upload a digital copy of the score report within the online application. Superscores are accepted.
High School Graduation Equivalency Exam	Upload your official exam result and diploma.

*Submitting AS Level results alone is not sufficient and does not meet the required educational qualifications. We strongly recommend you submit three or more A Level subjects.

**Submitting IAL AS Level results alone is not sufficient and does not meet the minimum educational qualifications. We strongly recommend you submit three or more A Level subjects.

Other Standardized Test Documents

You may upload the results of up to two additional standardized tests not listed under the section above. Only standardized test score reports within their validity period will be accepted.

F. Extracurricular Activities

If you participated in any extracurricular activities listed under categories A–C below, upload documents to prove your participation. Activities without supporting documentation will not be evaluated. Only activities from high school grade 10 (or equivalent) and above will be considered. We will evaluate activities that demonstrate initiative and collaboration.

For each category, you may select one activity and provide its details in the online application. If you participated in multiple activities within the same category, choose the one you invested the most time and effort in.

Accepted Activities	
A	Student Council Participation
B	Volunteer and Community Exchange Activities
C	Arts, Culture, Academic, and Sports Competitions

G. Housing Selection (AP House)

All international students entering APU are required to live on campus during their first year. Among the five student housing facilities (AP House) at APU, new undergraduate students will reside in either AP House 1, 2, or 5. Select your preferred AP House building in the online application. Note that your preference cannot be changed after submission. Housing assignments will be determined by APU, and you will be notified of your assignment by the time of enrollment.

Monthly Rent

	Rent	Period of Residence (April enrollment)	Period of Residence (September enrollment)
AP House 1 & 2	54,800 JPY/month	11 months* ¹ (from move-in to end of Feb. of the following year)	11.5 months* ¹ (from mid-Sept. to end of Aug. of the following year)
AP House 5	56,800 JPY/month		

*¹ Third year transfer students can stay in AP House for up to 23 months if they enroll in April, and up to 23.5 months if they enroll in September.

For information on each AP House building, refer to the admissions website (https://admissions.apu.ac.jp/student_life/housing/).

Rent includes fees such as common service fees, utilities, internet, and bedding rental.

During the enrollment procedures, you will be required to pay a moving-in fee (32,000 JPY), a security deposit (98,000 JPY), and two months' rent (113,600 JPY) as part of Enrollment Fee 2. Refer to the Enrollment Procedures Fees page for details (from page 30 onward).

Regardless of which AP House building you reside in, the advance payment for rent is a flat amount of 56,800 JPY for two months. If you move into AP House 1 or 2, any difference will be adjusted after move-in through subsequent rent payments or refunds at the time of move-out.

The security deposit is required for residence in AP House and will be refunded after you move out. However, in cases of non-payment of rent or damaging the room by resident fault, expenses will be taken from the security deposit. Any remaining money will be returned to you after the fees and expenses have been deducted.

The moving-in fee is non-refundable.

All amounts are subject to change.

H. Previous Entry to Japan (if applicable)

If applicable, provide information regarding all previous instances of entering Japan and/or applying for a Certificate of Eligibility for Status of Residence (COE). If you previously applied for a COE and your application was denied, or if you previously submitted an Application for Extension of Period of Stay in Japan and was denied, explain when it occurred and the reason for the denial.

I. Other Required Documents

Photograph

Submit 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. Please do not edit or retouch the photo.

Passport

If you have a valid passport, submit a digital copy of the information page showing your name, photograph, and passport number. Also submit a copy of your passport pages with the immigration stamps showing your most recent arrival to and departure from Japan.

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

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

Letter of Intent to Change to Student Residence Status

If you hold a status of residence in Japan other than “Student” at the time of application, you must change it to “Student” before your date of enrollment at APU in order to receive the APU Tuition Reduction Scholarship.

If this applies to you, you must submit the “Letter of Intent to Change to Student Residence Status” with your application. Download this letter from the admissions website (https://admissions.apu.ac.jp/material_download/), sign it, and upload it on the Other Required Documents page.

Your APU Tuition Reduction Scholarship will be revoked if you do not change your status of residence to “Student” before your date of enrollment at APU (April 1 for April enrollment, and September 21 for September enrollment).

J. Digital Signature

Complete the digital signature to finalize your application. Proceed with the application fee payment (refer to page 25) and submit your online application. **Your application will not be processed until the payment is confirmed.**

! Keep Your Documents

Enrolling students must submit original documents or certified copies of uploaded application documents to APU by post. Therefore, 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.

2. Information and Documents for Second Year and Third Year Transfer Applicants

Please provide the required information. Second year transfer students may transfer **up to 30 credits** and third year transfer students may transfer **up to 62 credits**. The estimated number of transferable credits will be determined based on the transcript and syllabus you upload from your higher education institution. Submit the following information and documents in the Transfer Student Academic Status page of the online application.

A. Required Documents for Transfer Applicants

Upload 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 are currently enrolled in courses, please submit transcripts for those courses after completing them and before enrollment at APU. If a final transcript is not submitted by the time of enrollment, your admission status will be revoked.

If you already graduated from a higher education institution, please submit your higher education institution's graduation certificate and transcript.

B. Credit Transfer Application Form

Download the Credit Transfer Application Form from the admissions website (https://admissions.apu.ac.jp/material_download/). Enter the required information for the courses for which you wish to transfer credits and upload the completed form(s).

1. Second Year Transfer Applicants:

Second Year Transfer Applicants Credit Transfer Application Form

2. Third Year Transfer Applicants:

Liberal Arts/Language Education Courses Credit Transfer Application Form

Specialized Education Courses Credit Transfer Application Form

Third year transfer applicants must submit both the **Liberal Arts/Language Education Courses** and **Specialized Education Courses** forms.

C. Syllabus

Submit a syllabus (course outline) for all courses for which you wish to receive credit, as listed in B. Credit Transfer Application Form. **If the syllabus is not submitted, the course will not be reviewed for credit transfer.** Before applying for credit transfer, please refer to the list of APU Major Subject List on the admissions website: <https://admissions.apu.ac.jp/course/>

What is a syllabus (course outline)?

A syllabus is a document that outlines the goals and contents 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, class hours, number of classes, and textbooks. If the syllabus is written in a language other than English or Japanese, you must attach a translation in English or Japanese together with the original syllabus. Only translations from the organization issuing the syllabus, a translation company, or a qualified individual translator will be accepted. Before submitting, please also confirm that the translation agency's official seal or the translator's name, address, contact information, and signature or stamp are clearly stated.

D. Documents Listing Class Hours and Number of Classes for Each Course

If the class hours and number of sessions are already stated in the syllabus, you do not need to submit a separate document under Section D.

For Transfer Applicants from Accredited Institutions Applying to the College of International Management (APM)

A syllabus is not required if you wish to transfer to the College of International Management (APM) from an institution accredited by AACSB International – The Association to Advance Collegiate Schools of Business (AACSB), EQUIS (The European Quality Improvement System), AMBA (Association of MBAs), or EPAS (EFMD Programme Accreditation System). Instead, provide a document showing that the institution has received accreditation. A screenshot of the relevant section of the institution's website is sufficient.

Notification of Expected Number of Credits to Be Transferred

Admitted applicants will be notified of the expected number of credits to be transferred along with their admission results. No additional credit transfer screening will be conducted after enrollment. If you wish to have credits transferred, **you must submit all required documents listed above at the time of application.**

3. Application Fee

Pay the application fee by credit card by the application deadline. Payment by bank transfer (international or domestic) will only be accepted if you cannot pay by credit card. No cash payments and postal money orders are accepted. All amounts are subject to change. The application fee varies depending on the application category. "Applicants Residing in Japan" refers to those who hold a nationality other than Japanese at the time of application* and who will continuously reside in Japan with a valid residence status from the time of application until enrollment at APU (including those expected to do so).

*"Holding a valid residence status" means that the applicant is within the authorized period of stay and is engaged in activities permitted under their status of residence.

A. Payment by Credit Card

Fee Amount

- International Applicants Residing Outside Japan: **5,500 JPY** (The fee consists of 5,000 JPY for evaluation and 500 JPY for administrative purposes.)
- International Applicants Residing in Japan: **36,500 JPY** (The fee consists of 35,000 JPY for evaluation and 1,500 JPY for administrative purposes.)

Payment Method

You can make the payment within the APU Online Application System.

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

Fee Amount

- International Applicants Residing Outside Japan: **7,000 JPY** (The fee consists of 5,000 JPY for evaluation and 2,000 JPY for administrative purposes.)
- International Applicants Residing in Japan: **35,000 JPY**

Important: 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. As the payment may take time to be processed, make the payment well in advance of the application deadline.

Payment Method

Payment Purpose	Application Fee
Contact Details	Applicant's Name
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	To be borne by the remitter

If the application fee is paid by a friend or relative in Japan, enter the **applicant's name** in the contact details when making the payment and submit a copy of the payment receipt with your application.

¥ Regarding Payments

- Applications will not be processed until the application fee has been paid. Be sure to complete the payment before the application deadline. Note that credit card payments will not be possible after **23:59 (Japan Standard Time) on the day of the deadline**.
 - The payment must be made in Japanese yen (JPY). If you pay by bank transfer (international or domestic), submit a copy of the payment receipt with your application.
 - Cash or postal money orders will not be accepted.
 - Domestic use-only credit cards and prepaid credit cards cannot be used.
 - The application fee cannot be waived and is generally non-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 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 admissions website (https://admissions.apu.ac.jp/how_to_apply/refund_policy).

TUITION FEE

Annual Tuition Fees for 2027 Enrollees

(Based on the minimum required period of study of the program)

Examples of annual tuition fees for the minimum period of study are shown below.

The tuition for the first year of study is different from the tuition for the second through fourth years of study.

To graduate from APU, students are generally required to complete at least 124 credits within a standard study period of four years. Tuition may be revised even during the period of enrollment due to inflation or other changes in social and economic conditions. Please refer to the Tuition page (<https://en.apu.ac.jp/home/life/content61/>) for details on tuition fees.

	First year	Second year	Third year	Fourth year
First Year Enrollees	1,455,000	1,655,000	1,655,000	1,655,000
Second Year Transfer Enrollees	—	1,500,000	1,500,000	1,500,000
Third Year Transfer Enrollees	—	—	1,500,000	1,500,000

(JPY)

SCHOLARSHIPS

1. APU Tuition Reduction Scholarship for International Students

The APU Tuition Reduction Scholarship for International Students aims to reduce the financial burden on international students and support them to continue their studies. This scholarship is made available by the financial contributions of domestic and international companies and individuals that support the ideals of APU, together with the Japanese Ministry of Education, Culture, Sports, Science and Technology (MEXT).

Support Provided

A tuition reduction of 100%, 80%, 65%, 50%, or 30%

Scholarship Duration:

The minimum length of time required to graduate (up to the eighth semester)

Note:

- The scholarship will be suspended while taking a leave of absence from APU.
- Scholarship details may be subject to change.

Eligibility

Hold a “Student” status of residence while studying at APU.

- Apply for admission as an international applicant.
- If you currently have a status of residence other than “Student” and wish to be considered for this program, you must submit the “Letter of Intent to Change to Student Residence Status” at the time of application, and change your status of residence to “Student” by the day before the enrollment date.
- If your status of residence is changed to a category other than “Student” after enrollment, you will lose your eligibility (except while the change is being processed).
- To qualify for a renewal of the scholarship, recipients must pass a review of their academic performance and earn the required number of credits each semester. If you pass the review, the scholarship will remain applicable for the standard period of study (up to the eighth semester).
- If the recipient is subject to disciplinary action or if inappropriate behavior is found, the scholarship may be revoked.

Application and Selection

Enter the required information and submit the essay and letter of recommendation by the application deadline.

You may have a greater chance of receiving the APU Tuition Reduction Scholarship if you apply earlier in each enrollment period. Recipients will be selected based on a comprehensive evaluation of all submitted documents, the recorded interview, and information regarding their family financial situation. Results will be released together with the application results.

Essays and Letter of Recommendation

Essays

Follow the instructions in the online application and complete the essays by yourself within the word limit (200 words each).

Letter of Recommendation

A letter of recommendation is required from an instructor at the educational institution you most recently attended. The recommender must have known you for at least half a year. If you are currently enrolled at an educational institution, ask an instructor from that institution. If you have already graduated, you may ask a language school instructor or a supervisor at a place of employment or internship (not including part-time jobs).

How to Submit the Letter of Recommendation

Enter the recommender's information in the online application. A Letter of Recommendation form will be automatically emailed to them, so make sure to confirm that they have received it. After completing the necessary information in English or Japanese and including a digital signature, your recommender can submit the form online directly to APU. While you cannot view the contents of the submitted form, you can check its submission status in the Online Application System.

The submission status of your letter of recommendation can be checked on the status page displayed after completing your online application. Please ensure that your recommender submits the letter in either English or

Japanese. Submissions in any other language will not be accepted.

2. External Scholarships (Determined After Enrollment)

2-1 JASSO Scholarships (for Applicants Residing Outside Japan)

These scholarships are offered by the Japan Student Services Organization (JASSO) to privately financed international students who plan to enroll at APU, have outstanding academic achievement and character, and face financial difficulties in continuing their studies. The purpose of this program is to alleviate financial concerns related to traveling to Japan and studying after enrollment, to promote admission decisions prior to arrival in Japan, and to further enhance academic outcomes.

Support Provided

Monthly stipend of 48,000 JPY (as of 2025)

Scholarship Duration:

April Enrollment: 12 months, September Enrollment: 6 months

Eligibility

Have a “Student” status of residence while studying at APU.

The scholarship will be revoked if your status of residence is changed to something other than “Student”. (This does not apply if you are still in the process of changing your status.)

Note:

- The average monthly remittance from your financial sponsors must be 90,000 JPY or less (excluding expenses such as admissions fees and tuition).
- Only if you have dependents residing in Japan: The annual income of the dependent must be less than 5,000,000 JPY.
- Only for Japanese-Basis Applicants: You must have taken the EJU (Examination for Japanese University Admission for International Students) outside of Japan.

Application and Selection

Admitted applicants will receive instructions on how to apply. **Scholarship recipients will be notified after enrollment.**

Requirements for Scholarship Recipients

Recipients must sign a designated form from JASSO every month at the Student Office. After the scholarship period ends, they will also be required to participate in a career path survey conducted by JASSO. To qualify for a renewal of the scholarship, recipients must pass a review of their academic performance and earn the required number of credits each semester.

2-2 Other External Scholarships

Scholarships available after enrolling at APU can be found on the Student Office website.

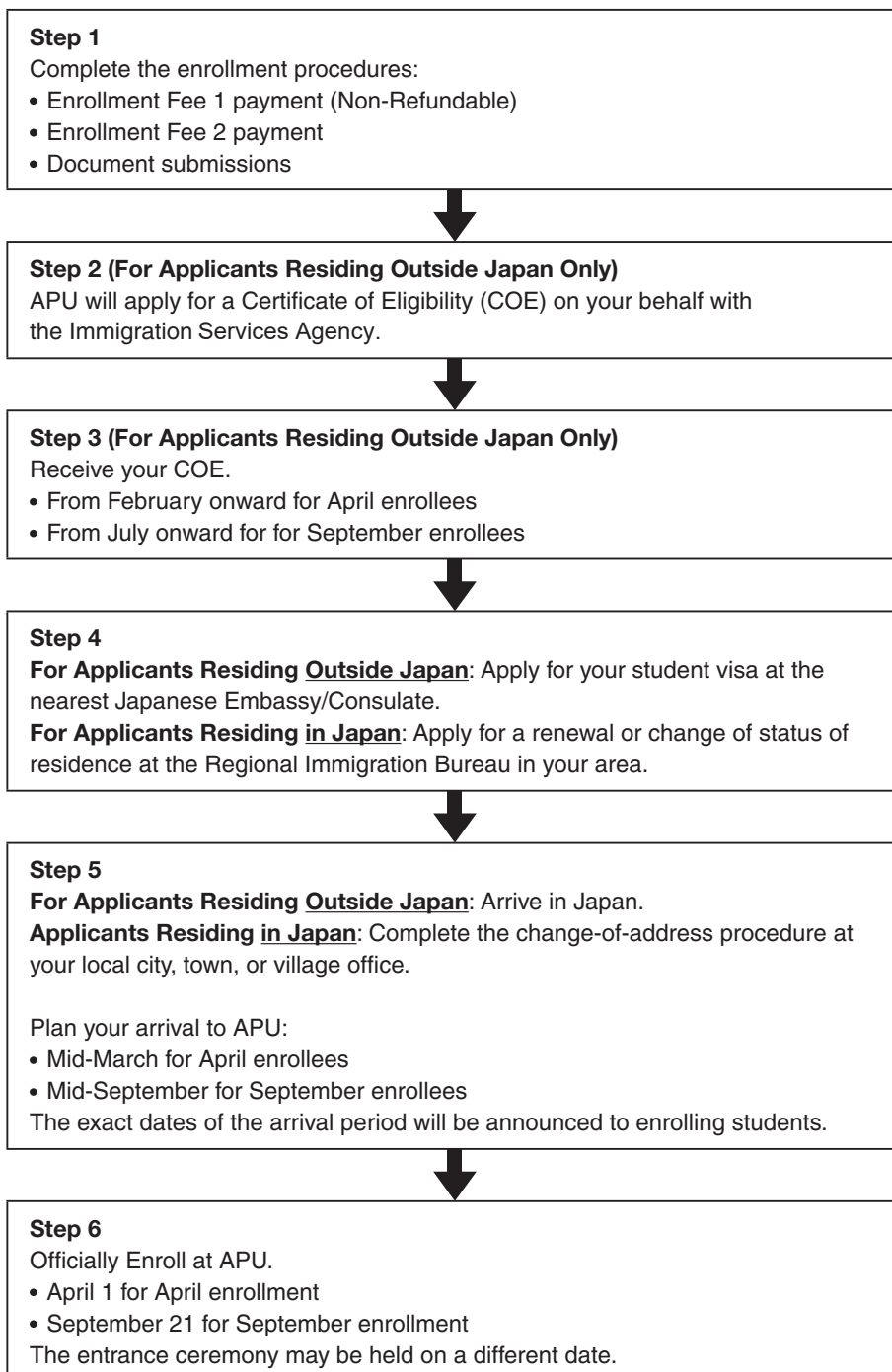
Student Office: https://en.apu.ac.jp/studentssupport/scholarship_tuition/international/

You can also find information about other scholarships available while studying in Japan, including those offered at APU, from the link below. Make sure to carefully read the details and conditions listed on the website.

Japan Study Support: <https://www.jpss.jp/en/scholarship/>

HOW TO ENROLL

Admission results will be posted on the Online Application System on the notification date. If you are admitted and plan to enroll, you must pay the enrollment fees and submit the required documents by the designated deadlines. You must concurrently complete the procedures for entering Japan. Further details will be provided in the Enrollment Procedures Handbook after acceptance.



1. Enrollment Procedure Fees

If you are admitted and plan to enroll, you must pay the fees listed below by the designated deadlines to complete the enrollment procedures. You can confirm the amounts and payment deadlines on the Invoice for Enrollment Procedure Fees in the Online Enrollment System. **Your acceptance will be revoked if any deadlines are missed. The admission fee and AP House moving-in fee are non-refundable.** Note that all fee amounts are subject to change.

A. Enrollment Fee 1

Admission Fee: 200,000 JPY (non-refundable)

The full amount must be paid regardless of whether or not tuition reduction applies.

B. Enrollment Fee 2

Enrollment Fee 2 consists of the tuition fee for the first semester, an insurance fee, and the AP House entrance fee. All three fees must be paid together by the designated deadline.

Tuition Fee

You must pay the entire first semester's tuition before enrolling at APU.

First year students: 727,500 JPY Transfer students: 750,000 JPY

For information on the APU Tuition Reduction Scholarship for International Students, please see page 28.

Comprehensive Insurance for Students

First year students: 12,740 JPY Second year students: 9,800 JPY Third year students: 6,850 JPY

All international students must join the insurance program designated by APU for protection in case of liability. All amounts are subject to change. More information regarding this insurance will be available to admitted applicants in the Online Enrollment Procedures System.

AP House Entrance Fee

243,600 JPY

The fee includes a moving-in fee (32,000 JPY), security deposit (98,000 JPY), and rent for 2 months (56,800 JPY per month x 2 months).

Fee	Regular Amount (Both April and September Enrollment)
Moving-in Fee (Non-Refundable)	32,000 JPY
Security Deposit	98,000 JPY
Rent (2 months)	113,600 JPY
Total	243,600 JPY

- Rent includes common service fees, utilities, internet, bedding rental, etc.
- All amounts are subject to change.
- The rent amount before enrollment is a flat rate of 56,800 JPY per month, regardless of the AP House building in which you will live. If this amount differs from your actual rent, the difference will be used to cover subsequent monthly rent payments or will be refunded when you move out of AP House.
- The security deposit is required for residence in AP House and will be refunded after you move out. However, In cases of non-payment of rent or any damage to the room caused by the resident, the necessary expenses will be deducted from the security deposit. Any remaining amount will be returned to you after the fees and expenses have been deducted.
- The moving-in fee is non-refundable.

2. Submitting Required Application Documents

Enrolling students must submit certified copies of uploaded application documents to APU by post (all accompanying translations must be the original versions). Submitted documents will not be returned. Submit certified documents for original documents that cannot be reissued. All documents must arrive at APU by the designated deadlines.

If you live in a country or region with an APU Overseas Office or Representative, you can either bring the documents in person or send them by registered airmail directly to the local office.

A. Original Documents to be Submitted after Acceptance

Document	Submission Method
Academic transcripts	Certified document*
Standardized test results (if submitted with your application and not sent to APU directly from the test provider)	Certified document*
Certificate of graduation/expected graduation (if submitted with your application)	Certified document*
If you submitted results for the TOEIC® L&R Test, TOEIC® S&W Test, EIKEN, or JLPT: Language proficiency test results for the language-basis you applied for	Original only
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/resource/ln/85bed96167dda823b50982f925bccfd5ca873007/Certified_Documents_and_Translation_EN.pdf).

! Important

- There may be cases where you will be asked to submit a certified document or the original version of documents other than those listed above.
- **APU will not return any of the submitted documents**, regardless of the certificate type. Make sure to submit certified documents for original documents that cannot be reissued. Submitted documents will be discarded in accordance with APU's Document Preservation Regulation.
- Your acceptance to APU will be revoked if the original or certified documents submitted after acceptance differ from those submitted with the online application, or if any false information or forgeries are found within the submitted documents even if such evidence is found during or after enrollment.

3. Entering Japan and Other Procedures

3-1. International Applicants Residing Outside Japan

These are the procedures for those who applied as “Applicants Residing Outside Japan”.

A. Certificate of Eligibility (COE)

In order to obtain a student visa, you will need to have a Certificate of Eligibility (COE) issued by the Immigration Services Agency.

Step 1

Request APU to apply for your COE

APU will apply for a COE on your behalf as long as you meet all the criteria below.

1. You have applied to APU from outside Japan and require a COE to apply for a student visa.
2. You have paid all the necessary enrollment procedure fees by the designated deadlines.
3. You are able to prove that you possess sufficient financial means for the entire period of study and have submitted all the required documents by the designated deadlines.
4. APU considers it appropriate to apply for a COE on your behalf.

Once APU receives all necessary enrollment fees, we will regard this as your intention to enroll at APU and will proceed to apply for the COE on your behalf.

Step 2

Use your COE to apply for your student visa

The COE will be sent to you by email once it has been issued. **Before coming to Japan**, you must use your COE to apply for a student visa at a Japanese embassy or consulate in your country or region.

! If You Already Hold a Status of Residence in Japan

Visit the Regional Immigration Services Bureau to change or renew your status of residence. For other necessary procedures, such as submitting moving-out/moving-in notifications, consult your local municipal authority (city hall) and complete the procedures on your own.

B. Japan Pre-Entry Tuberculosis Screening (JPETS) *Applicable to Designated Countries Only

Starting in 2025, a pre-entry tuberculosis (TB) screening program has been introduced in phases for individuals entering Japan for mid- to long-term stays. Applicants from designated countries are required to undergo a tuberculosis examination at an authorized medical institution in connection with their application for a Certificate of Eligibility (COE) and visa. **As of April 2026, the designated countries where the program has been implemented are Nepal, the Philippines, and Viet Nam. Nationals of these three countries should confirm the information outlined below.**

1. What is JPETS?

JPETS is a tuberculosis (TB) test required for individuals who intend to enter and stay in Japan as medium to long-term residents. Submitting a TB Clearance Certificate is required when applying for a COE.

- The TB Clearance Certificate must be issued by a designated Panel Clinic and is generally valid for 180 days from the date of the TB medical examination (the date of chest X-ray examination).
- If you are unable to submit a TB Clearance Certificate, you will not be able to receive a COE and therefore will not be able to enroll in APU. Even in such cases, your enrollment to APU cannot be deferred, and the enrollment fee will not be refunded.
- **For more information on this screening, including the designated Panel Clinics in each country, please refer to the special website of the Ministry of Health, Labour and Welfare.**

2. Who is Required to Complete JPETS?

If you are a national of Nepal, the Philippines, Viet Nam, China, Indonesia and Myanmar, you will be required to complete the screening. If documentation issued by your local government confirms that your current place of residence is outside the designated countries or regions, you will be exempt from JPETS.

The start dates for China, Indonesia, and Myanmar have not yet been decided (as of April 2026).

3. Related Links

- Japan Pre-Entry Tuberculosis Screening (JPETS) Website
<https://jpets.mhlw.go.jp/index.html>
 - Ministry of Justice Website (Immigration Services Agency) https://www.moj.go.jp/isa/10_00219.html?hl=en
- For the latest updates, please also refer to the APU admissions website.

3-2. International Applicants Residing in Japan

If You Already Hold a Status of Residence in Japan

Visit the Regional Immigration Services Bureau to change or renew your status of residence. For other necessary procedures, such as submitting moving-out/moving-in notifications, consult your local municipal authority (city hall) and complete the procedures on your own.

4. Enrollment Procedure Deadlines

A. First Year International Applicants Residing Outside Japan

The following schedule applies to applicants who applied as “International Applicants Residing Outside Japan” at the time of application.

China

April 2027 Enrollment

Please follow the application schedule under “Other Countries and Regions (Except Japan)”.

September 2027 Enrollment

Code	Result Notification Date	Enrollment Fee 1 Payment Deadline	Enrollment Fee 2 Payment Deadline	Document Submission Deadline
CHNFA1	January 12, 2027	January 29, 2027	March 19, 2027	April 30, 2027
CHNFA2	March 9, 2027	March 26, 2027	April 23, 2027	May 21, 2027
CHNFA3	May 4, 2027	May 21, 2027	June 18, 2027	June 18, 2027

India

April 2027 Enrollment

Please follow the application schedule under “Other Countries and Regions (Except Japan)”.

September 2027 Enrollment

Code	Result Notification Date	Enrollment Fee 1 Payment Deadline	Enrollment Fee 2 Payment Deadline	Document Submission Deadline
INDFA1	January 12, 2027	January 29, 2027	March 19, 2027	April 30, 2027
INDFA2	May 4, 2027	May 21, 2027	June 18, 2027	June 18, 2027

Indonesia

April 2027 Enrollment

Please follow the application schedule under “Other Countries and Regions (Except Japan)”.

September 2027 Enrollment

Code	Result Notification Date	Enrollment Fee 1 Payment Deadline	Enrollment Fee 2 Payment Deadline	Document Submission Deadline
IDNFA1	December 15, 2026	January 8, 2027	February 19, 2027	April 16, 2027
IDNFA2	February 2, 2027	February 19, 2027	March 19, 2027	April 16, 2027
IDNFA3	March 9, 2027	March 26, 2027	April 23, 2027	May 21, 2027
IDNFA4	May 4, 2027	May 21, 2027	June 18, 2027	June 18, 2027

Korea

April 2027 Enrollment

Code	Result Notification Date	Enrollment Fee 1 Payment Deadline	Enrollment Fee 2 Payment Deadline	Document Submission Deadline
KORSP2	November 3, 2026	November 20, 2026	December 18, 2026	December 18, 2026
KORSP3	December 29, 2026	January 15, 2027	January 15, 2027	January 8, 2027

September 2027 Enrollment

Code	Result Notification Date	Enrollment Fee 1 Payment Deadline	Enrollment Fee 2 Payment Deadline	Document Submission Deadline
KORFA1	May 4, 2027	May 21, 2027	June 18, 2027	June 18, 2027

Thailand

April 2027 Enrollment

Code	Result Notification Date	Enrollment Fee 1 Payment Deadline	Enrollment Fee 2 Payment Deadline	Document Submission Deadline
THASP1	September 8, 2026	September 25, 2026	October 23, 2026	November 20, 2026
THASP2	December 15, 2026	January 8, 2027	January 15, 2027	January 8, 2027

September 2027 Enrollment

Code	Result Notification Date	Enrollment Fee 1 Payment Deadline	Enrollment Fee 2 Payment Deadline	Document Submission Deadline
THAFA1	March 9, 2027	March 26, 2027	April 23, 2027	May 21, 2027
THAFA2	April 20, 2027	May 7, 2027	June 4, 2027	June 18, 2027

Viet Nam

April 2027 Enrollment

Please follow the application schedule under “Other Countries and Regions (Except Japan)”.

September 2027 Enrollment

Code	Result Notification Date	Enrollment Fee 1 Payment Deadline	Enrollment Fee 2 Payment Deadline	Document Submission Deadline
VNMFA1	December 15, 2026	January 8, 2027	February 19, 2027	April 16, 2027
VNMFA2	January 12, 2027	January 29, 2027	March 19, 2027	April 30, 2027
VNMFA3	March 9, 2027	March 26, 2027	April 23, 2027	May 21, 2027
VNMFA4	May 4, 2027	May 21, 2027	June 18, 2027	June 18, 2027

Others Countries and Regions (Except Japan)

Applicants residing in countries/regions other than China, India, Indonesia, Korea, Thailand, and Viet Nam should complete the required procedures according to the schedule shown below. If you reside in China, India, Indonesia, Korea, Thailand, or Viet Nam, please refer to the schedule designated for your country and complete the enrollment procedures accordingly.

April 2027 Enrollment

Code	Result Notification Date	Enrollment Fee 1 Payment Deadline	Enrollment Fee 2 Payment Deadline	Document Submission Deadline
GSP1	September 8, 2026	September 25, 2026	October 23, 2026	November 20, 2026
GSP2	October 13, 2026	October 30, 2026	November 27, 2026	November 27, 2026
GSP3	November 3, 2026	November 20, 2026	December 18, 2026	December 18, 2026
GSP4	December 1, 2026	December 18, 2026	January 8, 2027	January 8, 2027

September 2027 Enrollment

Code	Result Notification Date	Enrollment Fee 1 Payment Deadline	Enrollment Fee 2 Payment Deadline	Document Submission Deadline
GFA2	December 15, 2026	January 8, 2027	February 19, 2027	April 16, 2027
GFA3	February 2, 2027	February 19, 2027	March 19, 2027	April 16, 2027
GFA4	March 9, 2027	March 26, 2027	April 23, 2027	May 21, 2027
GFA5	April 20, 2027	May 7, 2027	June 4, 2027	June 18, 2027

B. First Year International Applicants Residing in Japan

The following schedule applies to applicants who applied as “International Applicants Residing Outside Japan” at the time of application.

Japan

April 2027 Enrollment

Code	Result Notification Date	Enrollment Fee 1 Payment Deadline	Enrollment Fee 2 Payment Deadline	Document Submission Deadline
JPNSP0	October 13, 2026	October 30, 2026	November 27, 2026	January 1, 2027
JPNSP1	December 1, 2026	December 18, 2026	January 15, 2027	January 22, 2027
JPNSP2	February 2, 2027	February 19, 2027	February 26, 2027	February 26, 2027

September 2027 Enrollment

Code	Result Notification Date	Enrollment Fee 1 Payment Deadline	Enrollment Fee 2 Payment Deadline	Document Submission Deadline
JPNFA1	March 9, 2027	March 26, 2027	April 23, 2027	May 21, 2027
JPNFA2	May 4, 2027	May 21, 2027	June 18, 2027	June 18, 2027

C. Second Year Transfer and Third Year Transfer Applicants Residing Outside Japan

The following schedule applies to applicants who applied as “International Applicants Residing Outside Japan” at the time of application.

April 2027 Enrollment

Code	Result Notification Date	Enrollment Fee 1 Payment Deadline	Enrollment Fee 2 Payment Deadline	Document Submission Deadline
T2GSP1 T3GSP1	October 13, 2026	October 30, 2026	November 27, 2026	November 27, 2026
T2GSP2 T3GSP2	December 1, 2026	December 18, 2026	January 8, 2027	January 8, 2027

September 2027 Enrollment

Code	Result Notification Date	Enrollment Fee 1 Payment Deadline	Enrollment Fee 2 Payment Deadline	Document Submission Deadline
T2GFA1 T3GFA1	February 2, 2027	February 19, 2027	March 19, 2027	April 16, 2027
T2GFA2 T3GFA2	May 18, 2027	June 4, 2027	July 2, 2027	June 18, 2027

D. Second Year Transfer and Third Year Transfer Applicants Residing in Japan

The following schedule applies to applicants who applied as “International Applicants Residing in Japan” at the time of application.

April 2027 Enrollment

Code	Result Notification Date	Enrollment Fee 1 Payment Deadline	Enrollment Fee 2 Payment Deadline	Document Submission Deadline
T2JPNSP1 T3JPNSP1	January 12, 2027	January 29, 2027	February 19, 2027	February 19, 2027
T2JPNSP2 T3JPNSP2	February 2, 2027	February 19, 2027	February 19, 2027	February 19, 2027

September 2027 Enrollment

Code	Result Notification Date	Enrollment Fee 1 Payment Deadline	Enrollment Fee 2 Payment Deadline	Document Submission Deadline
T2JPNFA1 T3JPNFA1	February 2, 2027	February 19, 2027	March 19, 2027	April 16, 2027
T2JPNFA2 T3JPNFA2	May 18, 2027	June 4, 2027	July 2, 2027	July 30, 2027

2027 Personal Information Policy

Personal information collected by Ritsumeikan Asia Pacific University from admissions event registrations, individuals requesting materials or information, and applicants will be handled by the Ritsumeikan Trust (hereinafter referred to as “the Trust”) as outlined below.

1. Purpose of Use of Personal Information

The personal information obtained will be used for the following purposes. Personal information collected during event registration or when requesting materials or information may also be used in subsequent application and admissions procedures.

A. Information Provision and Outreach Activities

- Sending email notifications about admissions events, information sessions, and related activities
- Sending various admissions-related information by email
- Providing admissions-related information by phone

B. Application Related Information

- Sending email notifications regarding application periods

C. Information Sharing and Communication with Overseas Partner Organizations

- Sharing information with overseas educational support organizations contracted by APU in various countries and regions (such as education agents)
- Receiving communications from such educational support organizations (by email or phone)

D. Admissions-Related Operations (if an application is submitted)

- Providing consultation and support related to the application
- Administering the admissions and selection process (including application processing and related procedures)
- Notifying and announcing results
- Sending post-application surveys
- Sending enrollment procedure documents to admitted applicants
- Providing information on student life after enrollment (housing placements, accident insurance, student cooperative services, etc.)
- Administering pre-enrollment English or Japanese placement tests for admitted applicants
- Preparing documents related to the acquisition or renewal of the Status of Residence
- Conducting new student orientation and sending related information
- Administering pre-enrollment education activities

2. Management of Personal Information

All personal information obtained will be managed securely in compliance with applicable laws and the Ritsumeikan Trust Personal Information Protection Regulations, and measures will be taken to prevent leakage, loss, or damage.

3. Provision of Personal Data to Third Parties

The Trust does not provide personal data to third parties without the prior consent of the individual, except where such provision is required by law.

4. Outsourcing of Operations Involving the Provision of Personal Data

Some operations, including the handling of personal data, may be outsourced to a third-party entity with which an agreement on the proper handling of personal information has been executed.

5. Statistical Use of Personal Information

Personal information obtained from applicants may be statistically processed and utilized as reference material for future surveys and research related to the admissions process. It may also be used to provide statistical information to prospective students. Any published data will be handled in a manner that prevents the identification of specific individuals.

Refer to the admissions website for detailed information on APU's GDPR policy (<https://admissions.apu.ac.jp/regulations/?&lang=en>).

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”, 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.

If you are a prospective applicant or other medical conditions and 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.

Making the Request

Before applying, you may confirm details via the inquiry form URL or 2D code listed on the back cover **at least four weeks** prior to the deadline of your intended application period.

If you are unable to submit a request at least four weeks prior to the deadline, send us an email to explain your circumstances after you have received the necessary information via the inquiry form.

The email address is mentioned within the necessary information. Be aware that your reasons may not be accepted depending on the content.

Receiving the Support Request Arrival Receipt

APU will send you an email upon receiving the support request documents. Submit a copy of the email to the Other Required Documents page in the online application.

Notification of Support Request Results

You will receive the results of your requested admissions support by email within three weeks after receiving the Support Request Arrival Receipt.

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.

An additional objective of support is to help students with disabilities understand the characteristics of their disability and develop self-advocacy skills to advocate for the types of support and resources they need.

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. Information concerning the placement of Student Coordinators 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.

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/>).

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 Health Clinic on campus is a health room and not a medical institution. While it provides health consultations, emergency response, and first aid treatment, students who need medical examinations, diagnosis of illness, prescription medication, injections, IV drips, or other medical treatments must visit an off-campus medical institution. The Health Clinic can provide consultation regarding referrals to medical institutions and assistance with making appointments.

B. Health Surveys and Measles and Rubella Immunization

In Japan, it is recommended that children be vaccinated against measles and rubella twice during childhood and school age with either a single vaccine or MR vaccine (measles-rubella combined vaccine) for each disease.

If you have been previously vaccinated, you should check any medical record handbook or other periodic vaccination records in advance to determine the dates and types of vaccines you received.

It is strongly recommended that you be vaccinated before coming to Japan if you do not have a vaccination history. Vaccination is also recommended if you do not know your vaccination history, if you have been vaccinated only once, or if you have previously been exposed to measles and rubella.

Vaccines for Japan

<https://www.japan.travel/en/guide/vaccines-for-japan/>

C. Applicants Currently Receiving Medical Treatment

If you are currently receiving any type of 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.

D. 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:

https://www.mhlw.go.jp/stf/seisakunitsuite/bunya/kenkou_iryuu/iyakuhin/kojinyunyu/topics/tp010401-1_00001.html

Japanese:

https://www.mhlw.go.jp/stf/seisakunitsuite/bunya/kenkou_iryuu/iyakuhin/kojinyunyu/topics/tp010401-1.html

E. Psychiatric Disorders/Disabilities

(Mental Illnesses, Developmental Disorders, Sleeping Disorders, etc.)

There are no medical institutions in Oita Prefecture that can treat psychiatric disorders or disabilities in languages other than Japanese. As mentioned above, there are many restrictions for bringing medication into Japan. If you are currently receiving psychiatric treatment and will require treatment after coming to Japan, you may confirm further details via the inquiry form URL or 2D code listed on the back cover. Please also consult with your primary care provider about your treatment plan before deciding to enroll.

F. 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. If you are a wheelchair user, please inquire with APU about accessibility accommodations before applying.

G. Additional Support

You may confirm further details via the inquiry form URL or 2D code 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 the evaluation of your application. You may also contact us after being accepted to APU.

Important:

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 URL or 2D code 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.

Organizations Providing Standardized Examinations

Japanese Language Proficiency Test (JLPT)

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/en/ryugaku/eju/index.html>

TOEFL® (Test of English as a Foreign Language) Test

ETS: Educational Testing Service
<http://www.ets.org/toefl>

IELTS (International English Language Testing System)

British Council/IDP: IELTS Australia/Cambridge Assessment English
<https://www.ielts.org>

Cambridge English Qualification/Linguaskill

Cambridge Assessment English
<https://www.cambridgeenglish.org>

TOEIC® (Test of English for International Communication) Test

ETS: Educational Testing Service
<https://www.ets.org/toeic>

PTE (Pearson Test of English) Academic

Pearson
<https://pearsonpte.com/>

EIKEN Test in Practical English Proficiency

Eiken Foundation of Japan
<https://www.eiken.or.jp>

Duolingo English Test

Duolingo
<https://englishtest.duolingo.com/en/applicants>

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L&R is an abbreviation for Listening and Reading, and S&W is an abbreviation for Speaking and Writing.



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Contact us via our inquiry form:

[https://admissions.apu.ac.jp/
contact_us/?&lang=en](https://admissions.apu.ac.jp/contact_us/?&lang=en)

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

 Ritsumeikan.APU

 APUAdmissionsOffice

 ritsumeikanapu



Contact us!

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For applicants residing in countries or regions other than those listed above, please contact the Office of International Admissions directly.

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Printed in June 2026

INT-E02



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