

Information for AO Foreign Admission (English) September 2010

I. Admission quota

The Department of International Exchange Studies admits 120 applicants for admission in April and September 2010. Most admissions by Japanese and some Japanese-speaking foreign students take place in April. Of the 120 admissions for the year, the Department will admit between 20 to 30 applicants through the AO Foreign Admission (English) category in September 2010.

II. Admission qualifications

Applicants must have the following qualifications for admission.

- (1) Strong desire to study in the Department
- (2) Appropriate academic background
 - Completed or are scheduled to complete a 12-year education curriculum outside Japan by September 30, 2010. Or have completed or are scheduled to complete a level of education or the equivalent as designated by the Minister of Education, Culture, Sports, Science and Technology of Japan.
 - Hold an International Baccalaureate diploma.
 - Hold an Abitur diploma.
 - Hold the Baccalaureat diploma.
 - Completed an international school course in Japan accredited by the Minister of Education, Culture, Sports, Science and Technology of Japan.
 - Qualified under another education system recognized as valid by the Minister of Education, Culture, Sports, Science and Technology of Japan.
- (3) 18 years or older as of March 31, 2010

III. Application Procedure

- (1) See attached cover letter for details.
- (2) Pay Initial Application fee

An initial application fee of ¥ 10,000 must be paid when applying for admission. Applications cannot be processed until the fee is paid. A copy of the remittance form must be submitted with the completed Application Form together with other required documents.

- (3) Method of payment
 - Outside Japan
 - Telegraphic transfer (in yen denomination)
 - Bank issued demand draft (in yen denomination)
 - Send one ten-thousand yen bank note by registered mail (this can be sent with application sent by registered mail)
 - In Japan
 - Pay at any bank using an application form for transfer from JIU.



IV. Screening process

The admission process involves a review of applicant's documents and a face-to-face or telephone interview. Only applicants who pass the document review will be interviewed.

(1) Document Review

The screening of an applicant will be based on the contents of application documents.

(2) Telephone interview

The result of a document review will be sent to the Current Address shown in the Application Form by EMS, by certified mail, or by other means according to the above schedules. You will be notified by E-mail of whether you will be interviewed or not.

The interview will be given in English face to face for applicants in Japan or using a teleconferencing system for applicants outside Japan.

- Face-to-face interviews will be done only in Japan.
- We will decide the date and time of interviews taking into consideration applicant's convenience.

V. Announcement of acceptance

(1) Announcement of accepted applicants will be sent directly to applicants by E-mail.

(2) Notification by mail

All interviewed applicants will also receive an official announcement by mail. The announcement will be sent to the Current Address shown in the Application Form by EMS or by certified mail.

(3) Applicants selected for a scholarship award will also be notified of their selection.

VI. Procedure for enrollment

Enrollment must be completed according to the following procedures.

(1) Applicant sends registration fee and tuition by bank transfer. Applicants selected for a scholarship award does not have to complete this step.

(2) Applicant submits enrollment documents

The enrollment documents will be sent to an applicant after notification of the bank transfer of registration fee and tuition is received by JIU. The enrollment documents will be sent to applicants selected for a scholarship award at the time of notification of selection as a scholarship awardee.

VII. Deadlines

1. Deadline for submission of preliminary application documents: May 24, 2010
2. Mail results of applicants selection: May 31, 2010
3. Interview: Between late early and mid- June, 2010
4. Submission of additional documents: June 9 ~ June 19, 2010
5. Result announcement: July 9, 2010
6. Official registration deadline: July 20, 2010
7. Classes start: September 17, 2010

