

Aichi Shukutoku University Center for Japanese Language and Culture Application Guidelines

Program Outline	We offer Japanese language courses from elementary “Japanese I” to advanced “Japanese VI” , matching the individual level of each student, along with the courses in Japanese culture such as “calligraphy”, “Flower Arrangement” , and “Japanese Culture” that place an emphasis on practical experience. Some undergraduate courses are incorporated into the advanced level.			
Capacity	30 students including exchange students			
Application Requirements	<ol style="list-style-type: none"> The applicant must have completed twelve years of formal education and be eligible to enter university, or the equivalent. The applicant must have achieved grades of at least 75 points on a 100 point scale, or a 2.75 GPA on a 4.00 scale, at their last educational institution. 			
Selection Criteria	Admission decision will be made on the basis of the applicant’s submitted documents. However, when necessary, we may arrange an interview for applicants, including online interview.			
Application Procedures	Please submit your application through ‘ASU Online Application’ by the deadline. (Japanese) https://www.aasa.ac.jp/institution/international/program/ (English) https://www.aasa.ac.jp/institution/international/en/program/			
Flowchart	<ol style="list-style-type: none"> Please read the above website and this guideline carefully, and check the required documents before starting the online application; http://www.aasa.ac.jp/institution/international/en/program/ Create your account and make your ‘My Page’, using your e-mail address on the ‘ASU Online Application’. Input necessary information in the ‘Entry Form’, which has 5 sections. Each section can be saved. <ol style="list-style-type: none"> Applicant's Information Educational Background Passport and Immigration-related information Financial Support Documents Upload Please upload the following documents and certificates in Section <ol style="list-style-type: none"> ‘Documents Upload’ and submit your application. 			
		Specified Format	Upload	Original copy to submit by post
	Certificate of Health	✓	✓	✓
	Background in Japanese Language Study	✓	✓	
	Statement of Purpose (※Need to download , print out and fill by hand writing then upload.)	✓	✓	
	Academic Transcript		✓	✓
	Privately-financed student : Final Graduated Institution’s one Exchange student : Latest present-enrolling Institution’s one			
	A certificate of graduation (Privately-financed students only)		✓	✓

Center for International Programs, Aichi Shukutoku University

	Financial supporting documents (e.g. personal bank statements, employment certificates, scholarship award certificates, etc.)		✓	✓
	Passport copy (If you have visited Japan in the past attach a copy of passport page that shows the status of stay and the entry and departure dates.)		✓	
	ID photo(Less than 50KB.Taken within the last three months).Please follow the photograph requirements by the Immigration Bureau; https://www.isa.go.jp/en/applications/guide/photo_info.html		✓	
	<p>【Notes on Application Procedures】</p> <ul style="list-style-type: none"> Submitted documents will not be returned. False statement on the application documents will automatically result in the applicant disqualified. Documents written in a language other than Japanese or English must be accompanied by a Japanese or English translation Application will be invalid if the applicants will not follow the instructions from Aichi Shukutoku University. 			
	<p>5. Online application completed.</p> <p>6. Please send the following ORIGINAL documents by registered mail to the address listed as below:</p> <p>(1)Certificate of Health (2)Academic Transcript (3)Certificate of Graduations :for Privately-financed students only (4)Financial Supporting documents</p> <p>All documents must reach us no later than the Submission Deadline:15 April 2022.</p> <p>Sending address:</p> <p>Center for International Programs Hoshigaoka Campus AICHISHUKUTOKU UNIVERSITY 23, Sakuragaoka, Chikusa-ku, Nagoya-city, Aichi-prefecture 464-8671 JAPAN TEL : +81-(0)52-783-1590 Email : goglobal@asu.aasa.ac.jp</p>			
	A)Privately-Financed student	B)Exchange student		
Application Period	15 March – 15 April, 2022	Fall : 15 March – 15 April, 2022 Spring : 15 October -15 November 2022		
Semester Period	September - August in next year (Entry from Spring semester is not offered to privately-financed students) ※The period stated above is differ from the period stated in the ‘Certificate of Admission’ issued for successful applicants. Also the date entering to Japan will be earlier than the above and is usually in late August. We will announce the date as soon as it is decided.	Fall : September - January in next year Spring : March -August ※The period stated above is differ from the period stated in the ‘Certificate of Admission’ issued to successful applicants. Also the date entering to Japan will be earlier than the above and is usually in late August for Fall semester and late March for Spring semester. We will announce the date as soon as it is decided.		

<p>Application Fee Payment</p>	<p>Application Fee 10,000 yen Applicants must make a payment using either one of two methods specified below during April 1st to 15th. Application fee is non-refundable under any circumstances.</p> <p>【How to Pay】</p> <p>①Bank Transfer</p> <ul style="list-style-type: none"> • Please refer to the account information below and pay the application fee of ¥10,000. The applicant is responsible for all handling charges. Make sure to send us exactly ¥10,000 after the handling fees are deducted. Please consult your bank at the time of transfer for more information about the charges. • If you pay by bank transfer from overseas, you must enclose a photocopy of the application for remittance with the rest of your application documents. The payment must be processed under the name of the applicant. <ol style="list-style-type: none"> 1) Remittance method: Telegraphic transfer 2) Method of payment: Advise and Pay 3) Handling charges: Remitter 4) Amount to be remitted: Application fee of ¥10,000 5) Beneficiary <ul style="list-style-type: none"> Bank Name: MUFG Bank, Ltd., Hoshigaoka Branch Account name: Gakko Hojin Aichi Shukutoku Gakuen (Daigakuguchi) Address: 9, 2-chome, Katahira, Nagakute, Aichi, JAPAN Phone: (0561) 62-4111 Account number: Ordinary Account 1570568 	<p>UNNESSESARY</p>

	<p>SWIFT Code: BOTKJPJT</p> <p>Bank address: 14-25 Motomachi, Hoshigaoka, Chikusa-ku, Nagoya, Aichi, JAPAN)</p> <p>Bank phone number: (052) 781-6326</p> <p>6) Purpose of remittance: Application fee</p> <p>7) Message: Fill in the Applicant's Name</p> <p style="padding-left: 40px;">* Be sure to fill in the Applicant's Name in the Message column.</p> <p>(Notes)</p> <ul style="list-style-type: none"> • <u>We do not accept bank checks.</u> • Applications will not be accepted until payment of the entrance examination fee has been confirmed. Please take the number of days required to make an overseas transfer into consideration before transferring the payment. <p>②International Postal Money Order in Japanese Yen</p> <ul style="list-style-type: none"> • Please make an international postal money order with a face value of 10,000 Japanese yen if you are applying from abroad. The name of the recipient should be the 'Center for Japanese Language and Culture, Aichi Shukutoku University'. Please send the international postal money order to Aichi Shukutoku University by mail along with your application documents. • If you are applying within Japan, pay with a fixed amount postal note (Teigaku Kogawase). <p>(Notes)</p> <ul style="list-style-type: none"> • All payments should be made in Japanese Yen. We cannot accept international postal money orders in foreign currencies. Failure to pay the application fee by the appropriate application period using the above mentioned methods will invalidate your application. 	
--	---	--

Center for International Programs, Aichi Shukutoku University

Notification of Selection Results	Applicants will receive notice of their selection by Email within 6 weeks of the application deadline. (Late May) Please note that the university does not accept inquiries relating to acceptance or rejection, or provide reasons for its decision.	Unsuccessful applicants and the officer of the partner university will receive the notice of their selection by Email within 6 weeks of the application deadline. (Late May)												
Tuition and other fees	<p>Upon receiving the notification of acceptance, successful applicants must pay a portion of the tuition of 100,000 yen and the admission fee of 20,000 yen by the later stated deadlines.</p> <p>These payments are non-refundable.</p> <p>【Tuition and Other Fees】</p> <table border="1" data-bbox="347 835 938 1131"> <thead> <tr> <th>Deadline</th> <th>Initial Payment (Early June)</th> <th>At Enrollment Oct. 20th every year</th> <th>At next semester May 20th, every year</th> </tr> </thead> <tbody> <tr> <td>item</td> <td>Admission Fee ¥20,000 Tuition Fee ¥100,000</td> <td>Tuition Fee ¥255,000 Facilities and Equipment Fee ¥20,000 Security Deposit ¥30,000</td> <td>Tuition Fee ¥355,000 Facilities and Equipment Fee ¥20,000</td> </tr> <tr> <td>Total</td> <td>¥ 120,000</td> <td>¥ 305,000</td> <td>¥ 375,000</td> </tr> </tbody> </table>	Deadline	Initial Payment (Early June)	At Enrollment Oct. 20 th every year	At next semester May 20 th , every year	item	Admission Fee ¥20,000 Tuition Fee ¥100,000	Tuition Fee ¥255,000 Facilities and Equipment Fee ¥20,000 Security Deposit ¥30,000	Tuition Fee ¥355,000 Facilities and Equipment Fee ¥20,000	Total	¥ 120,000	¥ 305,000	¥ 375,000	UNNESSESARY
Deadline	Initial Payment (Early June)	At Enrollment Oct. 20 th every year	At next semester May 20 th , every year											
item	Admission Fee ¥20,000 Tuition Fee ¥100,000	Tuition Fee ¥255,000 Facilities and Equipment Fee ¥20,000 Security Deposit ¥30,000	Tuition Fee ¥355,000 Facilities and Equipment Fee ¥20,000											
Total	¥ 120,000	¥ 305,000	¥ 375,000											
Notes	<p>1. Only applications that meet the following conditions will be valid.</p> <ul style="list-style-type: none"> – All documents are received by the above deadline. (Both by Online and Post) – The application fee is paid by the above deadline. <p>2. Applications will not be accepted at the University office.</p> <p>3. Enrollment from the Spring Semester is not being offered.</p>	<p>1. Exchange students can apply for both Fall and Spring semester, though we have limited capacity in Spring and may not be able to offer the appropriate classes to match each applicants levels, your application will result in rejection.</p> <p>2. Exchange students do not have to pay the application fee.</p>												

Steps from application to entrance

Privately-financed Student	Exchange Student	Aichi Shukutoku University
① Apply through 'ASU Online Application' and submit Original documents by Post		③ Screening the documents, Notification of the result
② Payment of Application Fee	(Payment is unnecessary)	
For Successful applicants		
④ Submit the documents listed below:	Submit the documents listed below:	

Center for International Programs, Aichi Shukutoku University

<ul style="list-style-type: none"> • Confirmation of Enrollment • Letter of Pledge • Application for 'Certificate of Eligibility' 	<ul style="list-style-type: none"> • Letter of Pledge 	
⑤ Initial Payment (120,000JPY)	(Payment is unnecessary)	⑥ Issuing 'Certificate of Admission' ⑦ Applying for 'Certificate of Eligibility' to the immigration (for 1 month to be issued.) ⑧ Send '⑥' and '⑦' to students
⑨ Applying for 'Student Visa' to the Japanese Embassy or consular office near you with the documents below and inform Aichi Shukutoku University after getting your 'Student Visa.' <ul style="list-style-type: none"> • 'Certificate of Eligibility' • Passport • 'Certificate of Admission' • Other documents if required 		
		⑩ Giving instructions concerning to entering Japan
⑪ Prepare for entering Japan		