

## 2023-2024 Aichi Shukutoku University Center for Japanese Language and Culture

### Application Guideline

<b>Program Outline</b>	We offer Japanese language courses from elementary “Japanese I” to advanced “Japanese VI,” matching individual level of each student, along with the courses of Japanese culture such as “calligraphy” and “flower arrangement.” Some undergraduate courses are incorporated in the advanced level.
<b>Capacity</b>	30 students including exchange students
<b>Application Requirements</b>	<ol style="list-style-type: none"> <li>1. The applicant must have completed twelve years of formal education and be eligible to enter university, or the equivalent.</li> <li>2. 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.</li> </ol>
<b>Selection Criteria</b>	Admission decision will be made on the basis of the applicant’s submitted documents. However, when necessary, we may arrange an interview including an online interview.
<b>Online Application</b>	Please submit your application through ASU Online Application by the deadline. <a href="https://cip-webentry.aasa.ac.jp/top">https://cip-webentry.aasa.ac.jp/top</a>
<b>Application Procedures</b>	<ol style="list-style-type: none"> <li>1. Please read our website and this guideline carefully, and prepare the required documents before starting the online application.</li> <li>2. Create your account and make your “My Page” using your e-mail address on the ASU Online Application.</li> <li>3. Input necessary information in the “Entry Form” which has 5 sections. Each section can be saved. <ol style="list-style-type: none"> <li>(1) Applicant’s information</li> <li>(2) Educational Background</li> <li>(3) Passport and Immigration-related information</li> <li>(4) Financial Support</li> <li>(5) Documents Upload</li> </ol> </li> <li>4. Upload the required documents and certificates in section 5 and submit your application.</li> <li>5. Online application completed.</li> <li>6. Please send the required original documents by registered mail to the address listed as below. <u>Sending address:</u>  <p style="text-align: center;">Center for International Programs Hoshigaoka Campus Aichi Shukutoku University 23, Sakuragaoka, Chikusa-ku, Nagoya, Aichi 464-8671 JAPAN TEL : +81-(0)52-783-1590 Email : <a href="mailto:goglobal@asu.aasa.ac.jp">goglobal@asu.aasa.ac.jp</a></p> </li> </ol>

	A) Privately-financed student	B) Exchange student
<b>Application Period</b>	Fall : March 15 – April 15 ※There is NO spring intake.	Fall : March 15 – April 15 Spring : October 15 – November 15
<b>Semester Period</b>	September to August	Fall : September to January Spring : April to August
<b>Selection Result</b>	Applicants will receive the selection result within 6 weeks of the application deadline (Late May). Please note that the university does not accept inquiries relating to the selection process and results.	If the application is not accepted, the applicant and the contact person at the partner university will be notified by e-mail within 6 weeks of the application deadline (Fall: Late May, Spring: Late December).
<b>Notes</b>	Application will not be accepted at the university office. The application will be valid only if all documents are submitted and the application fee is paid by the due date.	If a class with the appropriate Japanese level for the applicant is not offered, the applicant will not be accepted. <u>Normally, no beginner level classes are offered in the spring semester.</u>

#### 【Required application documents】

	Specified Format	Upload on Online Application	Original copy to submit by mail
Certificate of Health	✓	✓	✓
Background in Japanese Language Study	✓	✓	
Statement of Purpose (needed to print out and fill by hand writing then upload)	✓	✓	
Academic Transcript (latest academic record from the institution you graduated or currently enrolled)		✓	✓
Certificate of graduation (privately-financed student ONLY)		✓	✓
Financial supporting documents (e.g., personal bank statements, employment certificates, scholarship documents)		✓	✓
Passport copy (if you have visited Japan before, attach passport pages that shows the status of stay and the entry and departure dates.)		✓	
ID photo (less than 50 KB, taken within the last three months) Please follow the photograph requirements by the Immigration Bureau. <a href="https://www.isa.go.jp/en/applications/guide/photo_info.html">https://www.isa.go.jp/en/applications/guide/photo_info.html</a>		✓	

## **【Notes】**

- 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 applicant will not follow the instructions from the university.

## **For privately-financed students 【Application and Tuition Fees】**

### **1) Application Fee 10,000 yen**

Applicants must make a payment during April 1<sup>st</sup> to 15<sup>th</sup>.

Application fee is non-refundable under any circumstances.

The applicant is responsible for all handling charges. Make sure to send us exactly 10,000 yen after the handling fees are deducted.

**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

**SWIFT Code** : BOTKJPJT

**Bank Address** : 14-25 Motomachi, Hoshigaoka, Chikusa-ku, Nagoya, Aichi, JAPAN

**Bank Phone Number** : (052)781-6326

**Purpose of remittance** : Application Fee

**Message** : Fill in the applicant's name

For those who pay by bank transfer from overseas, please submit a photocopy of the application form for remittance with other application documents. The payment must be processed under the name of the applicant.

●Remittance method : Telegraphic transfer

●Method of payment : advise and pay

●Handling charges : Remitter

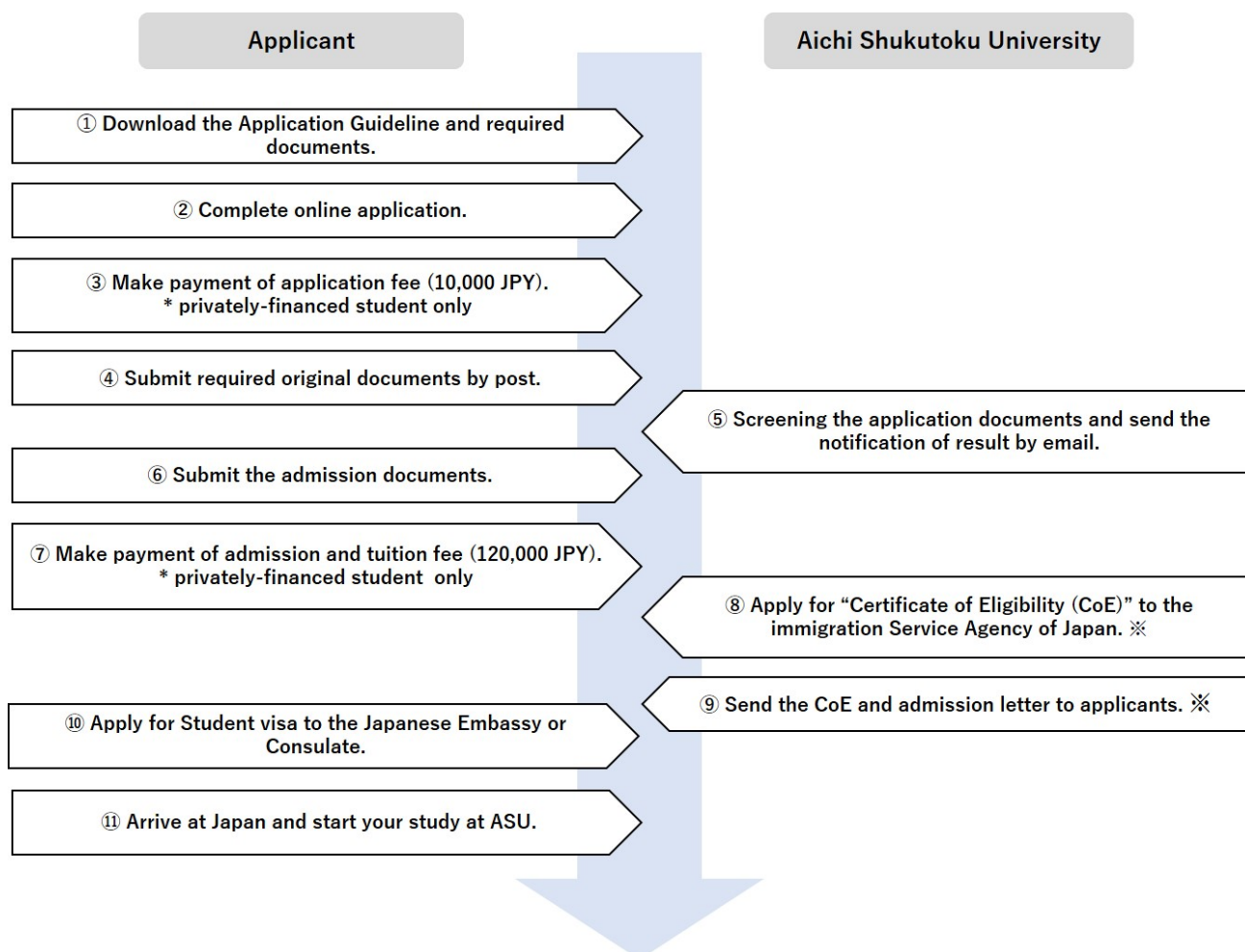
※ Please inform us in advance if you would like to pay the application fee by the international postal money order.

## 2) Tuition and other fees

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. These payments are non-refundable.

Initial payment Early June		At enrollment October 20 <sup>th</sup>		At the next semester May 20 <sup>th</sup>	
Admission fee	20,000 yen	Tuition fee	255,000 yen	Tuition fee	355,000 yen
Tuition fee	100,000 yen	Facilities and Equipment fee	20,000 yen	Facilities and Equipment fee	20,000 yen
		Security Deposit	30,000 yen		
120,000 yen		305,000 yen		375,000 yen	

### Steps from application to entrance



※ If you are already in Japan, procedures ⑧ and ⑨ are not required. Only the Letter of Admission will be sent.