



**SCHOOL OF GLOBAL STUDIES AND COLLABORATION (GSC)  
AOYAMA GAKUIN UNIVERSITY (AGU)  
Spring 2019 Application Instructions for Exchange Students**

Please read the instructions below before applying to the School of Global Studies and Collaboration, Exchange Program of Aoyama Gakuin University.

**1. Eligibility**

Applicants should be a student at one of Aoyama Gakuin University's partner institutions and have a 2.5 GPA or above (4.0 scale).

**2. Required Language Ability**

GSC requires exchange students to have language ability equivalent to either of the below:

- (1) At least one year of formal study and Japanese Language Proficiency Test (JLPT) N5 or above
- (2) IELTS 5.5 or TOEFL iBT 68 or above

Note: GSC (Sagamihara campus) provides "Japan Studies Program" with Japan studies courses in English. For this program, Japanese language requirement will be removed (under the condition that the student has adequate English language ability written above).

**3. Application Materials**

When you apply to GSC Exchange Program, you must submit all the following materials. However, you need to submit the Application for Certificate of Eligibility via e-mail.

- Application for Exchange Students\*
- Letter of recommendation
- Evaluation of Japanese Language Proficiency\* (if applicable)
- Photocopy of score report of Japanese Language Proficiency Test (if applicable)
- Photocopy of score report of IELTS or TOEFL (if applicable)
- Official transcript of home university
- Statement of Academic Objectives (More than a page of A4 size. Preferably in Japanese but English is acceptable.)
- Certificate of Physical Condition\*
- Application for Certificate of Eligibility\*

**Note: Please see the sample for each page when filling out the form. It MUST be submitted by email attachment to [exchange@gsc.aoyama.ac.jp](mailto:exchange@gsc.aoyama.ac.jp).**

- Original Official Bank Statement and/or Certificate of Scholarship  
※It requires more than 800,000JPY to stay 1 year (400,000JPY to stay 6 months).
- Photocopy of valid passport
- 5 ID photos (4 cm x 3 cm) taken in the last 6 months (Color photocopies are not acceptable. One photo should be pasted on the first page of this application form.)
- Dormitory Application\* (The dormitory specified by GSC.)
- Information for Buddy\*

\*Available at the international office of your home institution



#### **4. Certificate of Eligibility (CoE)**

AGU will, on behalf of Exchange Students, apply to the Tokyo Immigration Bureau for the Certificate of Eligibility (CoE). As soon as the CoE is issued, it will be sent to your home university. You will need to bring the CoE to your local Japanese embassy or consulate and obtain a student visa.

#### **5. Dormitory Information and Applying for the Dormitory**

GSC will require exchange students to live in the dormitory specified by the school. (Monthly rent for the accommodation will be waived depending on the agreements between universities). Further details of the dormitory will be forwarded to your home university separately.

The deadline for the dormitory application is the same as the exchange student application deadline.

#### **6. Timeline for Admission**

<b>Spring Semester (April)</b>	
November 15, 2018	Deadline for submission of application materials and dormitory application
Late December, 2018	Notification of admission to all the accepted exchange students (by e-mail)
Late February, 2019	A Welcome Package, including the Certificate of Eligibility (CoE)*, is sent to your home university. *You will need to bring the CoE and other necessary documents to your local Japanese embassy or consulate and obtain a student visa.
March 25 – April 5, 2019	Orientations for Exchange Students
April 6, 2019	Classes begin

Posted on August 3, 2018