



SCHOOL OF GLOBAL STUDIES AND COLLABORATION (GSC) AOYAMA GAKUIN UNIVERSITY (AGU) Spring 2020 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

3. Application Materials

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

- Application for Exchange Student Program* -- type or fill-out by hand
- 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 (for those who do not have JLPT score report)
- Official transcript of home university
- Statement of Academic Objectives (More than a page of A4 size.)
- 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.

- 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 Tutor*

*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

****Schedule written below is subject to change****

Spring Semester (April)	
November 15, 2019	Deadline for submission of application materials and dormitory application
Late December, 2019	Notification of admission to all the accepted exchange students (by e-mail)
January, 2020	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.
End of March, 2020	Orientations for Exchange Students
April 7, 2020	Classes begin

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