

APU – St. Edward’s University
Undergraduate Double Degree Program
Application Guidelines for Fall 2026 Departure



Contact Information / Mailing Address:

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..... Outreach and Research Office / Undergraduate Double Degree Program Team
.....
..... Ritsumeikan Asia Pacific University
..... 1-1 Jumonjibaru, Beppu, 874-8577
..... Oita, Japan
..... E-mail : dudp@apu.ac.jp
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1. Program Overview

This program is a Double Degree Program jointly implemented by Ritsumeikan Asia Pacific University (APU) in Japan and St. Edward's University (SEU) in the United States.

This program is not a Joint Degree program. Students who successfully meet the graduation requirements of both universities will be awarded two separate degrees, one from APU and one from SEU.

Students will normally study:
approximately two years at APU, and
approximately two years at SEU

Students will normally study:
approximately two years at APU and two years at SEU
and aim to complete two bachelor's degrees within four years.

The specific study schedule and dispatch timing differ depending on the student's APU admission term (Spring or Fall entry). Please refer to the curriculum model presented later in this document.

Important

Graduation requirements differ between APU and SEU.

If students do not plan their course selections carefully, graduation may be delayed due to insufficient credits.

In particular, students planning to major in Culture, Society and Media (CSM) may need to take additional major courses after returning to APU.

Degrees Awarded

Upon successful completion of the program and fulfillment of graduation requirements at both universities, students will receive:

APU

Bachelor of Social Science in Asia Pacific Studies

SEU

Bachelor of Arts

(School of Behavioral and Social Sciences, Department of Global Studies)

2. Important Warning

For Students Considering Applying to This Program

The APU–SEU Double Degree Program is different from a typical study abroad program.

Students are required to study within the academic systems of two universities while managing their own study plans.

Participants are expected to take responsibility for selecting courses, adjusting study plans, reviewing university communications, and completing necessary procedures. In some cases, unexpected situations may arise due to course availability or changes in academic schedules.

In such situations, students are expected to respond flexibly, follow university guidance, and take initiative in managing their academic progress.

This program is not designed for students who expect the university to manage all aspects of their study plan.

Before applying, please carefully consider whether you are prepared to take an active and responsible role in managing your studies.

3. Application Overview

Number of Students Accepted: Up to 5 students

Application Period: March 17 (Tue), 2026 – March 31 (Tue), 2026, 14:00 (JST, strict deadline)

Application Method: Please submit your application through the online application form below.

Application URL: <https://forms.office.com/r/tDu4PVxgFd>

4. Eligibility Requirements (All requirements must be met)

1. Important Notice (Please read carefully before applying)

This program requires a high level of independence, responsibility, and self-management from participating students.

While APU and SEU provide academic guidance and support, students are expected to take primary responsibility for managing their study plans, completing administrative procedures, and carefully reviewing communications from both universities.

Failure to follow academic requirements or administrative instructions may affect a student's ability to complete the program within the expected timeframe.

Please note that this program is not a guided “package-style” study abroad program in which all arrangements are managed by the university.

	2025 Fall Enrollees	2026 Spring Enrollees	
Enrollment Status	Be a 1st year student of the College of Asia Pacific Studies (ASP) enrolled in 2025 Fall semester	Is scheduled to enroll in the College of Asia Pacific Studies (APS) in 2026 Spring Semester as 1st year student	
Nationality	As a general rule, the individual must not be a holder of a U.S. passport. However, this does not apply to U.S. passport holders who have less than four years of educational history in the United States from Grade 7 onwards.		
Language Requirement*	TOEFL ITP [®]	TOEFL iBT [®]	IELTS [®]
	550	79	6.0
	N.B. Applicants must submit valid score sheets at the time of application.		
Desired Area of Study	Is planning to choose International Relations (IR) or Culture, Society and Media (CSM) as their Area of Study		
Required Introductory Courses	<p>Applicants must have completed or plan to complete the following introductory courses:</p> <p>a) For students planning to select CSM Introduction to Culture and Society OR Introduction to Media Studies</p> <p>b) General Education (GE) Introduction to Economics OR World Economy and Global Issues</p> <p>c) International Relations (IR) Introduction to International Relations OR Introduction to Comparative Politics</p> <p>✂ It is strongly recommended that students take Introduction to Economics and Introduction to Comparative Politics while studying at SEU.</p>		
GPA	Applicants must have a cumulative GPA of 3.00 or higher at the end of their first semester.	N/A	
Credit Completion	Must have acquired 14 or more credits during their 1st semester.	N/A	
Completion of Compulsory Language Subjects	<p>By the end of the Spring 2026 semester, applicants must have: completed, been exempted from, or be scheduled to complete</p> <ul style="list-style-type: none"> ● Intermediate English (for Japanese-based students), or ● Required Japanese courses (for English-based students) 		

	Applicants who already possess scores that qualify them for exemption may also apply.	
Post-Return Course Requirements	To meet the graduation requirements of both APU and SEU, students must complete the following courses at APU during their final year: <ul style="list-style-type: none"> • Graduation Research I (2 credits) • Graduation Research II (2 credits) • Graduation Thesis (2 credits) Applicants must confirm their intention to complete these courses.	
Academic Transcript	N/A	Must send the original of their high school transcript in English covering all three years.
Pre-Enrollment Credit Transfer	Students who earned credits as non-degree students at APU before enrollment (including the Iwata High School APU–Ritsumeikan Course) may apply to the DUDP. However, students who transferred credits from other universities or junior colleges prior to APU enrollment are not eligible to apply for this program.	

2. Eligibility and Pre-Enrollment Credit Transfer

Applicants who have applied or plan to apply for pre-enrollment transfer credit from another university or junior college are not eligible to apply to this program (DUDP).

Courses taken at APU prior to enrollment as a non-degree student, including those taken through the Iwata High School APU–Ritsumeikan Course, are not subject to this restriction.

If an applicant is not selected for the DUDP, they may apply for pre-enrollment transfer credit.

【Cases involving applications for pre-enrollment transfer credit based on courses taken at another university or junior college】

- Applicants who apply for pre-enrollment transfer credit from another university or junior college are not eligible to apply to the DUDP.
- If an applicant is not selected for the DUDP, they may apply for pre-enrollment transfer credit.
- If a student submits an application for pre-enrollment transfer credit after being selected for the DUDP, their eligibility to participate in the program will be revoked and the planned dispatch will be cancelled.

Reference

DUDP Final Selection Results Announcement: Late April (tentative)

Deadline for Pre-Enrollment Transfer Credit Application: May 8, 2026

Important

Even if a student withdraws after being selected for the DUDP, or withdraws or discontinues participation in the program, retroactive applications for pre-enrollment transfer credit will not be permitted.

5. Required Application Documents

Applicants must submit the following documents.

Details of submission procedures are provided in Section 8: Application Procedures.

Documents Required at the Time of Application

Document	Submission Method	Notes
Online Application Form (English)	Online form	Statement of purpose and study plan must be written in English
Financial Support Statement	Online form (electronic signature)	Signatures required from both applicant and sponsor
Photo (digital)	Email submission	Taken within the last 6 months
English Proficiency Score	Email submission	Must be valid
APU Transcript	Email submission	Fall 2025 entrants only
High School Transcript (English)	Email submission	Spring 2026 entrants only

Documents Required After Nomination (April)

Document	Applicable Students
Bank Balance Certificate	All students (in English, USD; approx. \$20,000 recommended)
APU Transcript	Fall 2025 entrants
High School Transcript (English)	Spring 2026 entrants

6. Program Structure

Credit Model for September Enrollees

Fall 2025	Spring 2026	Fall 2026	Spring 2027	Fall 2027	Spring 2028	Spring 2028 ^{2nd} quarter (1)	Fall 2028 (2)	Spring 2029 (3)
APU	APU	SEU	SEU	SEU	SEU	APU	APU	APU
Complete 32 credits or more		Complete approximately 60 credits (equivalent to APU 60 Credits)				Complete approximately 32* credits or more		

*The exact number of remaining credits required may vary depending on the number of credits each student has already earned.

Credit Model for April Enrollees

Spring 2026	Fall 2026	Spring 2027	Fall 2027	Spring 2028	Spring 2028 ^{2nd} quarter (1)	Fall 2028	Spring 2029 (2)	Fall 2029 (3)
APU	SEU	SEU	SEU	SEU	APU	APU	APU	APU
Complete 16 credits or more	Complete approximately 60 credits (equivalent to APU 60 Credits)				Complete approximately 48* credits or more			

*The exact number of remaining credits required may vary depending on the number of credits each student has already earned.

Since the SEU spring semester ends in mid-May, students may return to APU beginning in the Second Quarter of the Spring 2028 semester.

Students may also choose to return beginning in Fall 2028 instead

7. Credit Transfer

Credit Transfer from SEU to APU

Based on Article 18 of the APU Academic Regulations, credits earned at SEU may be transferred to APU.

However, the maximum number of transferable credits is 60 credits.

Credit Transfer Mapping

APU Graduation Requirements vs SEU Credits (Example Credit Distribution Model for Students)

(1) How Credits Earned at SEU May Be Applied Toward APU Graduation Requirements (Total: 124 Credits)

APU Graduation Requirement Category	Required Credits	Areas That May Be Fulfilled at SEU	Estimated Credits Based on Past Cases
Language Education Courses (Japanese-based students) English Standard Track or English Advanced Track (English-based students) Japanese Language	Varies depending on placement level	Not applicable	Must be completed at APU
Common Liberal Arts Courses	10	Largely fulfillable at SEU	Approximately 28–31 credits
Introductory Major Courses (CSM / GE / IR)	—	Partially fulfillable	Approximately 2–4 credits
APS Major Courses	26	Partially fulfillable	Approximately 6–9 credits
Registered Field of Study (Major)	36	Credits tend to be recognized more easily for IR majors. Students pursuing CSM may need to complete additional major courses after returning to APU.	Approximately 3–12 credits
Remaining Credits (Electives)	*	Varies depending on credits already earned	Varies by student
Total	124 credits		Approximately 56–60 credits

Notes

- The actual credit recognition depends on the specific courses taken at SEU.
- Of the approximately 60 credits typically earned at SEU, many tend to be recognized as Common Liberal Arts courses at APU.
- The number of credits recognized within a student's registered field of study (major) may vary depending on the courses taken.

Credit Transfer from APU to SEU

Credits earned at APU prior to dispatch to SEU are generally recognized at SEU as Electives. During their period of study at SEU, students are expected to primarily complete General Education courses. Since APU does not offer equivalent substitute courses for SEU’s General Education curriculum, students must complete all required General Education courses while studying at SEU. These courses cannot be taken as substitute courses after returning to APU.

On the other hand, APS major courses taken at APU after students return from SEU are generally recognized at SEU as Major credits.

8. Selection Schedule

Date	Process	Notification Method
April 2, 2026 (Wed)	Announcement of document screening results	Email
April 3, 2026 (Fri) 13:00-15:30	Interview*	Email (Details regarding the interview, including the format—either in person or online—will be provided.)
Mid-late April 2026	Final selection results announcement	Email

* If an individual interview is required outside of the scheduled interview period above, the applicant concerned will be contacted separately.

9. Selection

(1) Selection Method

Applicants will be evaluated comprehensively based on the following criteria:

- Academic performance
- Application documents (Statement of Purpose and Study Plan)
- English language proficiency
- Interview conducted in English

(2) Selection Criteria

1. Statement of Purpose

Applicants must demonstrate:

- A clear purpose for participating in this program
- A specific study plan and well-defined future goals

2. English Language Proficiency

Applicants must:

- Possess sufficient English proficiency to study at a university abroad
- Meet the language requirements specified at the time of application

3. Interview

(Only applicants who pass the document screening will be invited to the interview.)

Applicants will be evaluated based on the following:

- Clarity of academic goals and study plans
- Ability to adapt to life and study in an international environment
- Ability to communicate effectively in English

(3) Important Note

In principle, withdrawal from the program after final selection has been confirmed is not permitted.

10. Application Procedures

Applicants must carefully review the program information on the [Off-campus Study Programs website](#) before submitting their application.

The application will be considered complete only when both the online application and all required documents have been submitted.

Incomplete applications will not be accepted.

Step 1: [Online Application](#) (in English)

Applicants must complete the online application form through the designated application website.

- All responses must be written in English.
- Applicants must clearly describe their statement of purpose and study plan.
- Applications with missing information or extremely short responses will not be considered.
- If multiple applications are submitted, only the most recent submission will be considered valid.

Step 2: [Financial Support Statement](#) (Electronic Signature)

Applicants must submit a Financial Support Statement using the designated electronic signature system.

- Both the applicant and the financial sponsor must provide electronic signatures.

- After the applicant completes the required information and signature, a signature request will automatically be sent to the sponsor.
- For instructions on how to use Adobe Sign, please read the manual available [here](#).

Step 3: Submission of Required Documents (Email)

After completing the online application, applicants must submit the required documents by email to:

dudp@apu.ac.jp

All documents must be submitted by the application deadline.

Applications with missing documents will be automatically disqualified.

Required Documents and File Naming Rules

1. Digital Photo

Must be taken within the last 6 months

File name format: SEU_Photo_Name

Example: **SEU_Photo_RITSUMEIHanako.jpeg**

2. English Proficiency Score

File name format: SEU_Score_Name

Example: **SEU_Score_RITSUMEIHanako.pdf**

- Applicants must submit a score that meets the English language requirements specified in the eligibility criteria.
- If submitting a web-based score report, the page must clearly show the applicant's name, test score, and test date.
- English-basis students whose first language is not English are also required to submit an English proficiency score.
- Scores submitted to the APU Admissions Office during the admission process will not be returned.

3. For U.S. Passport Holders Only

Academic transcripts from all schools attended since Grade 7

File name format: SEU_Transcript_Name

Example: **SEU_Transcript_RITSUMEIHanako.pdf**.

4. For Spring 2026 Entrants Only

High school transcripts (in English) covering three academic years

File name format: SEU_Transcript_Name

Example:SEU_Transcript _ RITSUMEIHanako.pdf.

Important Notes

- Documents submitted after the deadline will not be accepted.
- File names must follow the specified format exactly.

An application will be considered complete only when both the online application and all required documents have been submitted.

11. Orientation for Selected Students

Pre-Departure Orientation

All selected students are required to attend all orientation sessions held prior to departure. In addition, students must participate in a risk management orientation before departing for SEU. During this session, students will learn about health management, safety measures, and risk management while studying abroad.

The schedule and further details will be communicated to selected students at a later date.

12. Cancellation of Program Participation After Nomination

Participation in the program may be cancelled if any of the following conditions are not met.

Before Departure

- 1)** Students must have completed or be scheduled to complete one introductory-level course from each of the three academic fields (a total of three courses), including “Introduction to Culture and Society” or “Introduction to Media Studies” for the CSM field.
- 2)** Students must maintain a cumulative GPA of 3.00 or higher by the end of the Spring 2026 semester.
- 3)** By the end of the Spring 2026 semester, students must have completed or been exempted from Intermediate English (for Japanese-basis students) or required Japanese language courses (for English-basis students).
- 4)** Students must submit all required documents (e.g., pledge forms) by the specified deadlines.
- 5)** Students must obtain a U.S. visa at least one week before the start of the SEU Fall 2026 semester (August 24, 2026).

After Departure

- 1) Students must obtain the minimum number of credits specified by APU during each semester at SEU.
- 2) Students must maintain a cumulative GPA of 2.00 or higher at SEU.

Semester at SEU	Number of credits that can be registered	Minimum Number of Credits to Acquire at the end of the semester	Cumulative number of credits at the end of every semester	Consequences
1 st semester (fall)	15 – 18 credits	12 credits	<u>12 credits</u>	If a student has not acquired 12 credits by the end of the 1st semester at SEU, the student will receive a warning for discontinuation of the program due to insufficient credits.
2 nd semester (spring)	15 – 18 credits	15 credits	<u>27 credits</u>	If a student has not acquired a total of 27 credits by the end of the 2nd semester at SEU, the student's participation in the program will be discontinued and the student must return to APU the following fall semester.
3 rd semester (fall)	15 – 18 credits	12 credits	<u>39 credits</u>	If the student has not acquired a total of 39 credits by the end of the 3 rd semester at SEU, the student's participation in the program will be discontinued and the student must return to APU the following spring semester.
4 th semester (spring)	15 – 18 credits	15 credits	<u>54 credits</u>	If the student has not acquired a total of 54 credits by the end of the 4th semester at SEU, the student's participation in the program will be discontinued.

In addition to the above, the acceptance to program may be revoked or the program may be cancelled or terminated early if any of the conditions outlined in following parts apply.

13.Important: Dispatch Decision and Final Admission

The selection result announced by APU constitutes an internal acceptance by APU only. After APU nominates selected students to SEU, students are required to submit the necessary documents to SEU in accordance with SEU's instructions. Failure to submit the required documents by the specified deadlines may result in the cancellation of the nomination.

Please note that the final decision regarding admission rests with SEU.

In addition, course offerings, housing arrangements, fees, insurance requirements, and other program conditions may be subject to change due to institutional circumstances or policy changes at SEU.

Disclaimer

Program content, schedules, and requirements are subject to change due to institutional policy changes at APU or its partner university, or due to unforeseen circumstances

14. Model Study Plan at SEU

The following study plan illustrates a model course structure for APU students participating in the APU–SEU Double Degree Program while enrolled at SEU.

Please refer to the following page for the study plan.