

Fall 2027 Overseas Student Exchange Program Application Guidelines



<1st Round>

Recruitment Guidance Session	Wednesday, October 14th, 2026 - 5th Period <Location> F102 <Zoom ID> 997 4005 8836
Application Period	Monday, Oct. 12th, 2026 – Sunday, Nov. 8th, 2026, 23:59
Interview Announcement (only students who must attend an interview)	Monday, November 23rd, 2026 Notification via message on Student Portal
Interview Schedule	Wednesday, November 25th, 2026 (Zoom)
Announcement of Final Selection Results	Monday, November 30th, 2026 Notification via message on Student Portal
1st Guidance Session for Participants	Wednesday, January 20th, 2027 - 5th Period, Classroom: TBA Attendance is mandatory. Please plan accordingly.

<2nd Round>

Application Period	Monday, Nov. 30th, 2026–Sunday, Dec. 13th, 2026, 23:59
Interview Announcement (only students who must attend an interview)	Monday, January 11th, 2027 Notification via “Action Required” message on Student Portal from December
Interview Schedule	Wednesday, January 13th, 2027 (Zoom)
Announcement of Final Selection Results	Friday, January 15th, 2027 Notification via “Action Required” message on Student Portal
1st Guidance Session for Participants	Wednesday, January 20th, 2027 - 5th Period, Classroom: TBA Attendance is mandatory. Please plan accordingly.

- The above schedules are subject to change.
- Please pay special attention to the information highlighted in red in this application guideline, as it contains important instructions.
- It may sometimes be necessary to conduct individual interviews after the document screening period. We will inform eligible applicants of the time and date individually. Interviews will be conducted only as needed after the end of the document screening period.
- APU will decide the interview schedule. Please leave your schedule open outside of regular class hours on the scheduled interview date.
- We will make an announcement on Student Portal if additional universities are added to the recruitment list.
- Please check Student Portal and your APU email regularly.
- Generally, the second round of recruitment will only be for universities which have leftover recruitment slots after the end of the first round.

Program Purpose and Overview

The APU Overseas Student Exchange Program allows students to study at one of APU's partner universities for either one semester or one academic year through a tuition-waiver arrangement. The purpose of this program is not only to improve language proficiency, but also to deepen students' academic learning at APU by taking courses at a partner university and further developing their expertise in their field of study.

1. Application Requirements

Applicants must meet all the following requirements:

I. Language requirements

Applicants must meet the "Minimum Requirements for APU Internal Screening" indicated on the "2027 Fall University List."

Submission of an English language test score is required. However, applicants who meet any of the following conditions are exempt from submitting an English language test score for the APU internal screening:

- Applicants who have completed the 12th year of education conducted in English in any of the following countries:
 - Ireland, the United States, Antigua and Barbuda, the United Kingdom, Australia, Guyana, Canada (excluding Quebec), Grenada, Jamaica, Singapore, Saint Kitts and Nevis, Saint Lucia, Saint Vincent and the Grenadines, the Commonwealth of Dominica, Trinidad and Tobago, New Zealand, the Bahamas, Papua New Guinea, Barbados, Fiji, or Belize.
 - Applicants who, in a country other than those listed above, have received all regular school education in English during the most recent three years (including expected completion) and are able to submit a letter or official document from their school as proof.
 - Applicants who have obtained the International Baccalaureate (IB) Diploma in English.
 - Applicants who have obtained a bachelor's degree or master's degree through a program conducted in English.

II. GPA requirements (Semester GPA and Cumulative GPA)

Applicants must meet all the following GPA requirements:

- Semester GPA at the end of the 2026 Spring Semester must be 2.00 or above.
- Cumulative GPA at the end of the 2026 Spring Semester must be 2.50 or above and must also meet the minimum cumulative GPA requirement specified by the host university in the "2027 Fall University List."

Note: GPA as the application deadline for the exchange program (August 26, 2026) will be used for the selection process.

III. On the date of the application deadline for the APU internal screening, applicants must have a student status of "Enrolled," "Study Abroad," or "Leave of Absence". They must also not have a status of "Suspended".

IV. Applicants must be in or between their 2nd and 5th semesters at the time of applying.

- 2nd-year transfer students can apply beginning in their 4th semester.
- 3rd-year transfer students are not eligible to apply.

V. Passport Requirement.

- If an applicant possesses a passport for the country or region of the university to which they are applying, they must meet all of the following conditions:
 - They must have received less than four years of education in that country or region from junior high school onwards (Grade 7 and above).

- Student must be able to submit official documentation verifying their educational history in that country or region.
- Applicants who do not meet the above conditions are not eligible to apply for an exchange program in that country or region.

VI. Previous Participation in the Overseas Student Exchange Program

- Applicants must not have previously participated in a one-year exchange through APU's Overseas Student Exchange Program. Furthermore, applicants must not be currently accepted to APU's exchange program for one year.
- Students who have previously participated in the Overseas Student Exchange Program for one semester and students who are currently accepted to the program for a one-semester exchange are only eligible to apply to the 2027 Fall Exchange Program for one semester only.

2. Screening Criteria/Available Universities/Screening Methods/Important Notes

(1) Screening Criteria

We will conduct a comprehensive screening based on your academic record at APU, your English proficiency, and your reasons for applying. When considering your reasons for applying, the following three criteria will be considered:

- Must have a clearly defined study plan and purpose for participating in an overseas exchange program.
- Must possess the ability to adapt culturally and socially in your host country, as well as the psychological resolve to deal with and overcome problems that you may face during the program by yourself while cooperating with related parties.
- Must have a clear plan and awareness regarding your future career paths and employment.

(2) Available Universities

All universities listed on the "2027 Fall University List" are available for exchange. Applications will not be accepted for universities not listed. In principle, we will consider your application based on the university choices (1 to 3) you indicate in the application. We strongly recommend that you list three preferences while using the "level of competitiveness" and other information from previous recruitment periods as a reference. If the list of available universities changes, we will inform you through Student Portal).

(3) Screening Methods

- Document-based screening (The Outreach and Research Office will confirm applicants' academic records at APU using our internal database. Applicants do not need to submit their APU transcripts.)
- Interviews will be conducted only as needed after the end of the document screening period.

(4) Important Notes

- Applicants may not extend or shorten the exchange period, or change the timing of their exchange program due to personal reasons.

Examples include, but are not limited to:

- A change of mind regarding participation
 - A desire to study at a different university
 - Participation in an internship
- Applicants are responsible for researching English-taught courses available at their desired host university.**

Please note that desired courses may not always be available. Therefore, applicants are expected to be flexible by

researching a wide range of potential courses.

The Outreach and Research Office will not perform the following actions:

- i. Whether the applicant's desired courses are offered through a program available to exchange students.
 - ii. Whether the applicant's desired courses are available for enrollment.
 - iii. Whether the applicant's desired courses are eligible for credit transfer.
- III. **Applicants are responsible for the proper registration, modification, or deletion of courses during the official course registration and revision periods.** If applicants register for courses at APU before departure and later discover, after the course revision period has ended, that their desired program or courses are unavailable at the host university, no special arrangements for course deletion or modification will be made.
- Please refer to the [Academic Information Website](#) for course registration schedules and procedures.
- IV. **The selection criteria listed in the partner university's "info sheet" or on its website are the most accurate information.** Information such as selection criteria may be changed by the host university. Therefore, the "GPA and Language Requirements for Partner University Application" listed in the separate "2027 Fall University List" should be used only as reference information for the APU internal screening process.

3. Conditional Acceptance

Applicants who do not meet the host university's language requirements (including the required score and score validity period) at the time of application may be granted Conditional Acceptance. Students granted Conditional Acceptance must submit a valid English proficiency score that satisfies the host university's language requirements by the designated deadline. **Failure to submit the required score by the deadline will result in the revocation of acceptance.**

Host University Requirements	Conditional Acceptance
If your score is IELTS 5.0 or TOEFL ibt 65(old)/3.5(old) or lower	Not applicable. Applicants must meet the host university's language requirements at the time of application.
If your score is IELTS 5.5 or TOEFL ibt 72(old)/4(old) or higher	Applicable.

I. Cases Subject to Conditional Acceptance

A status of "Conditional Acceptance" will be assigned to applicants who meet either of the following conditions:

- Applicants who pass APU's internal screening without fulfilling the "Language Requirements at the Time of Applying to Host University" indicated in the "2027 Fall University List."
 - Applicants who pass APU's internal screening with an English proficiency score that will expire by the host university's "Application Deadline" indicated in the "2027 Fall University List."
- However, if the host university does not require the submission of a language score, applicants will receive full acceptance rather than conditional acceptance, even if they applied using an expired score.
- IELTS Online, TOEFL iBT Home Edition, and TOEFL MyBest Scores are accepted for APU's internal selection. However, some partner universities may not accept these scores. In such cases, applicants must submit a language score that meets the host university's requirements.

II. Obligations of Conditionally Accepted Students

Applicants assigned a status of "Conditional Acceptance" must submit a valid English proficiency score that satisfies the "Language Requirements at the Time of Applying to Host University" by the designated submission deadline.

The submission deadline is one week before the "Nomination Deadline" indicated in the "2027 Fall University List."
 If the deadline falls on a Saturday, Sunday, or national holiday, the deadline will be the preceding business day.
Failure to submit the required score by the designated deadline will result in the revocation of acceptance.

4. Post-Screening Schedule/Procedures/Revocation of Acceptance

(1) Post-Screening Schedule/Procedures

Period	Contents
Acceptance — July 2027	· Participation in guidance sessions (attendance and completion of attendance quizzes are mandatory) · Submission of required documents, including the pledge form · Application to the host university · Visa application procedures · Overseas travel insurance procedures · Vaccinations · Other pre-departure preparations
August—September 2027	· Departure for the host university · Commencement of the exchange program

Note:

- I. Please be aware that you are responsible for arranging your own accommodation, visa, and travel.
- II. APU will not provide any special accommodations, such as official absences or changing the dates of examinations, for vaccination appointments or visa applications. Please consult with the faculty in charge of each of your subjects directly and follow their instructions.
- III. **International students can only renew their Japanese residence permit during the specified renewal period.**
 There will be no special support for students participating in the exchange program.
- IV. APU will not change the dates or format of final examinations due to participation in orientation programs or other activities at the host university.

(2) Revocation of Acceptance

A student's acceptance will be revoked in any of the following cases:

- I. Failure to meet the host university's language requirements by the Final Score Submission Deadline (one week before the "Nomination Deadline").
- II. If the student's Semester GPA falls below 2.00 at the end of the 2026 Fall Semester.
- III. If the student's cumulative GPA falls below 2.50 at the end of the 2026 Fall Semester and the student fails to meet the cumulative GPA requirement for applying to the host university.
- IV. If the host university's application requirements change after the APU internal screening and the student is unable to satisfy the new requirements.
- V. Failure to obtain the required visa by the deadline for submitting the Exchange Program Withdrawal Request Form. (The deadline will be announced once determined.)
- VI. If attendance at mandatory guidance sessions falls below 80%.
- VII. If the student is determined to have engaged in inappropriate or uncooperative behavior toward faculty members, coordinators, or other personnel involved in the exchange program.

Note:

- In recent years, visa screening processes have become increasingly strict around the world. Depending on their nationality, some students may not be permitted to apply for a visa in Japan and may instead be required to return to their home country to obtain a visa. In addition, there has been an increase in cases where visa approval has become

more difficult. The validity period of an international student's Japanese residence status may also affect visa screening, visa issuance, and admission decisions made by the host country and/or host university.

- International students may renew their Japanese residence status only within the period designated by the Immigration Services Agency of Japan, and no special accommodations will be provided for students participating in the exchange program. Therefore, applicants are responsible for confirming the procedures for renewing their residence status and preparing accordingly from the stage of selecting their exchange destination. If you have any questions regarding your residence status, please review the [Residence Status Information Website](#) and contact the Student Office directly.
- Applications for renewal of residence status may **only be submitted within three months prior to the expiration date of the current residence status.**

Example:

If your residence status expires on December 10, 2028, you may not apply for renewal before September 11, 2028.

Please note that the remaining validity period of your Japanese residence status may be reviewed during the student visa application process for your host university. Taking this into consideration, please carefully assess whether your intended exchange period is appropriate.

5. Exchange Period/Student Status at APU while on Exchange

(1) Program Period: One semester (2027 Fall) or one year (2027 Fall – 2028 Spring)

- Some host universities only accept students for either a one-semester program or a one-year program. Please refer to the “2027 Fall University List” for more details.
- Students may participate in a one-year exchange program even if it spans different academic years at APU. Example: Latter half of the second year (4th semester) to the first half of the third year (5th semester).
- Students may not extend their exchange period or postpone their exchange to a later semester due to personal circumstances.
- Examples include, but are not limited to:
 - Inability to obtain a visa in time
 - A change of mind
 - Participation in an internship

(2) Student Status at APU while on Exchange

- Regardless of the host institution’s academic calendar, a student’s status at APU is set according to the following dates:

Semester	Official Study Abroad Period (Student Status)
Spring Semester	April 1 - September 20
Fall Semester	September 21 - March 31

- A student’s status can only be changed from “Enrolled” to “Study Abroad” on a semester basis.
- Students cannot register for APU courses while their student status is “Study Abroad.”
- Students cannot register for Session Courses during a semester in which their student status is “Study Abroad.”
- The actual start and end dates of the exchange program may vary depending on the academic calendar of the host university.

One-semester Exchange

2027 Fall Semester		
1Q	2Q	Session

Status at APU	Study Abroad
Course Registration at APU	Not Possible
Host University	Exchange (One Semester)

One-year Exchange (Regular)

	2027 Fall Semester			2028 Spring Semester		
	1Q	2Q	Session	1Q	2Q	Session
Status at APU	Study Abroad			Study Abroad		
Course Registration at APU	Not Possible					
Host University	Exchange (1 st Semester)			Exchange (2 nd Semester)		

One-year exchange for students who can return for the 2nd Quarter of the Spring Semester

Even for a one-year exchange program, students may enroll in Quarter 2 courses and Summer Session courses if the host university's academic calendar ends before the start of Quarter 2 of APU's Spring Semester.

In this case, the following rules apply:

- Your student status will return to "Enrolled" for the 2028 Spring Semester.
- You may not enroll in Quarter 1 courses or semester-long courses offered during the 2028 Spring Semester.
- You may enroll in Quarter 2 courses and Summer Session courses offered during the 2028 Spring Semester.

Please refer to the [Academic Information Website](#) for course registration schedules and procedures.

	2027 Fall Semester			2028 Spring Semester		
	1Q	2Q	Session	1Q	2Q	Session
Status at APU	Study Abroad			Enrolled		
Course Registration at APU	Not Possible			Possible		
Host University	Exchange (1 st Semester)		Exchange (2 nd Semester)	Return to APU		

6. Credit Transfer/Academics During and After the Program

(1) Credit Transfer

- The maximum number of credits that can be transferred during enrollment at APU is 60 credits in total. This cumulative limit includes all transfer credits recognized by APU, including credits earned through overseas exchange programs, domestic exchange programs, Overseas Short-term Summer/Winter Programs, credits recognized prior to enrollment, and any credits expected to be transferred in the future.
- Credits earned at the host university can be recognized regardless of APU's semester credit registration limits.
- Only courses offered as part of the regular curriculum at the host university are eligible for credit transfer.
- Credits for subjects deemed unrelated to APU's curriculum (e.g., physical education or arts courses) cannot be transferred.
- To transfer credits from courses taken at the host university, students must apply for credit transfer. Applications will be reviewed by the respective college and Academic Affairs, which will determine whether the credits can be recognized.
- If credits from a host university course are transferred as an equivalent existing APU course, students will not be permitted to subsequently register for the same APU course.
- Host university courses transferred to APU as "Distance Learning" credits are included in the 60-credit maximum limit on the number of Distance Learning credits that may count toward graduation requirements.
- Distance learning courses taken at the host university can only be transferred as "Language Education Subject (Distance Learning)," "Common Liberal Arts Subject (Distance Learning)," or "Major Subject (Distance Learning)."

It is not possible to transfer these courses as Area of Study credits or as equivalent credits for a specific APU course.

- Grades for credits transferred from host university courses will be recorded as “T” (Transfer) on the academic transcript.
- If students participate in an Overseas Short-term Summer/Winter Program immediately before or after their exchange program and wish to transfer the credits to APU, a separate application for the Overseas Short-term Summer/Winter Program must be submitted to APU, even if the program is offered by the same host university. Credits earned through the program will not be eligible for transfer if the required application is not submitted by the designated deadline.

Detailed procedures for credit transfer will be explained at the post-selection guidance session.

Policy for Each College

APM

The College of International Management encourages APM students to broaden their academic perspectives through exchange programs at partner universities around the world.

For students wishing to deepen their expertise in business-related fields, we recommend applying to universities accredited by organizations such as AACSB, EQUIS, or EFMD (EPAS). These accreditations are recognized as indicators of high academic quality and international standards in business education.

Credits earned at universities without these accreditations may also be eligible for transfer; however, approval is subject to a detailed review of the syllabus and course content. Please note that credits earned at non-accredited universities may not be recognized as APM required courses (e.g., Business Ethics). Such credits may instead be recognized as elective courses or as courses within one of the four areas of specialization in APM.

For students whose academic interests lie in the social sciences, humanities, or fields outside of business, studying at a non-accredited university can also be a meaningful and rewarding option. Students who wish to deepen their understanding of language and culture are encouraged to choose a destination in a non-English-speaking country or region and take full advantage of opportunities for linguistic and cultural immersion.

APS

The College of Asia Pacific Studies encourages students to explore APS’s three Areas of Study from a variety of perspectives at universities around the world, not only in the Asia Pacific region. Given the wide range of countries and types of universities available, students are expected to take responsibility for deciding where to study, what to learn at their host institution, and how to apply the knowledge and experience gained both upon returning to APS and after graduation.

For students under the 2017 curriculum, when courses taken at the host university are transferred as Major Education Subjects within an Area of Study, a maximum of 10 credits may be recognized per Area of Study. This limit does not apply to students under the 2023 curriculum.

ST

The College of Sustainability and Tourism integrates theory and practice in the fields of environmental resource management and sustainable tourism. The ST exchange program provides an interconnected educational framework that enables students to pursue their academic interests at a variety of partner universities. Students may choose their preferred destination country and language of study.

If courses taken at the host university are recognized as ST Major Education Subjects, they will be transferred under one of the following subject categories: “Tourism Subjects,” “Sustainable Society Subjects,” or “Major Education Subjects.”

(2) Academics During and After the Program

Your academic plan at APU, including your course registration plan during your study abroad period, is extremely important and may directly affect your graduation timeline. Failure to plan appropriately may make it difficult to graduate within four years. Therefore, applicants must ensure the following:

- Applicants are responsible for accurately understanding their academic record and course completion status.
- Applicants must review their college curriculum, including required courses and recommended course-taking schedules.
- Applicants must develop a comprehensive academic plan that takes into account the period before, during, and after their exchange program.

(3) Language Education Subject Exemption (English/Japanese/ AP Language Subjects)

Students who meet the requirements specified by APU and submit an application for exemption may be exempted from taking Language Education Subjects (English, Japanese, or AP Languages) in the semester following their return to APU, subject to review and approval. Eligibility criteria vary depending on the curriculum and language. For further details, please refer to the [Academic Information Website](#). Please contact cleac@apu.ac.jp should you have any inquiries regarding Language Education Subject Exemptions.

7. Program Fees / Overseas Travel Insurance

(1) Estimate of Yearly Expenses

The costs shown in the table below are estimates only and may increase or decrease significantly due to exchange rate fluctuations and changes in the cost of living in each country or region. In addition, living expenses can vary considerably depending on the location of your host institution (e.g., metropolitan area or regional city) and your type of accommodation (e.g., university residence hall or private rental housing), with differences potentially exceeding JPY 1 million per year. Expenses may also vary substantially depending on individual lifestyle choices, including dining habits (e.g., eating out versus cooking at home).

Please note that actual expenses may differ significantly depending on personal circumstances and local conditions.

In many cases, host universities and/or visa authorities also require applicants to submit proof of financial resources. As a general guideline, students should be prepared to demonstrate financial resources of approximately JPY 2.5 million for a one-year exchange program or JPY 1.5 million for a one-semester exchange program.

Area	Estimated Cost
	Estimated costs calculated using an exchange rate of 1 USD = 155 JPY
Asia	1.2 million - 2.8 million yen
Latin America • Africa	1.4 million - 3.0 million yen
Europe	2.2 million - 4.5 million yen
Oceania	2.5 million - 5.0 million yen
North America	3.0 million - 6.5 million yen

Tuition	Other
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(2)
APU-

Pay to APU as usual	TOEFL/IELTS test fees (29,700 yen~) Passport and visa application fees, overseas travel insurance Financial Statement One Year Exchange (approx. 2,000,000 yen) One Semester Exchange (approx. 1,000,000 yen) Overseas travel insurance and travel expenses Host university administrative fees, textbooks, and language program fees Accommodation, meals, entertainment, and other expenses related to personal activities
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Designated Overseas Travel Accident Insurance & Crisis Management System J-TAS

To ensure appropriate support and information sharing in the event of an emergency, participation in the **APU-designated crisis management support system and overseas travel insurance is mandatory for all participants in the Overseas Student Exchange Program**. In addition, if the host university requires enrollment in a designated insurance plan, students must also enroll in the insurance specified by the host university.

Detailed information regarding the overseas travel insurance, crisis management support services, and application procedures will be explained during the guidance session for selected students.

- The crisis management support service provides emergency information, safety confirmation, and related support in the event of a crisis. Timely information sharing enables the university to appropriately assess the situation and provide necessary support to students.
- Overseas travel insurance provides coverage in the event of accidents or emergencies, including medical treatment and hospitalization expenses incurred outside Japan, personal liability, and emergency assistance expenses.
- The fees shown below are subject to change. Please refer to the information provided at the time of application.

Study Abroad Period	Estimated Cost		
	*As of October 2026. Fees are scheduled to be revised from March 2027 onward.		
	Insurance (Plan S)	Crisis Management Service	Total
1 Semester (4 Months)	69,430 yen	14,648 yen	84,078 yen
1 Year (10 Months)	186,220 yen	36,620 yen	222,840 yen

(3) APU Tuition

- Students participating in the Overseas Student Exchange Program are **required to continue paying APU tuition fees in full as usual during the exchange period**.
- Tuition reduction scholarships for both domestic and international students will continue during the exchange period, provided that the scholarship is not revoked as a result of the continuation review conducted in the semester prior to the start of the exchange program.
- If the participant is the person responsible for paying their tuition fees, APU tuition during the exchange period must be paid using one of the following methods:

Automatic payment from a Japan Post Bank account

Overseas payment through Convera, APU's designated payment partner

If you have concerns regarding tuition fees or payment methods, please first refer to the Tuition Fees webpage and, if necessary, consult the Office of Institutional Planning after [checking the website](#).

8. How to Apply

Applications for the Overseas Student Exchange Program consist of the following two steps, both of which must be completed by the application deadline. Please carefully review all instructions before proceeding with your application. If either application step is not completed by the application deadline, or **if any submitted document does not comply with the prescribed format or file naming requirements, the application will be regarded as incomplete and will not be considered for selection.**

[Step 1] Prepare the following required items.

The following documents must be uploaded at the end of the online application.

Please ensure that all required documents are prepared by the application deadline.

1. Digital Facial Photo (PNG, JPEG)
2. Statement of Financial Support (PDF)
3. English Proficiency Score Copy (PDF)
4. Course List (PDF)
5. Document of Academic History after Junior High School (beyond G7) (PDF)

1) Digital Facial Photo (PNG, JPEG)

The photograph is used by the office to verify and match participants' names with their faces in order to provide appropriate support throughout the program.

- The photograph must have been taken within the past six months.
- The applicant must be facing the camera directly and must not be wearing a hat, mask, sunglasses, or similar items. An official ID-style photograph is not required.
- The photograph must be clear, well-lit, and show the applicant's full face.
- Excessive editing, retouching, or filters must not be used. Photographs that have been excessively modified may be considered a document deficiency.
- Please avoid using selfies. Whenever possible, use a photograph taken by another person.
- Photographs containing any person other than the applicant will not be accepted.
- The background must be plain (e.g., white or blue). Photographs with patterned backgrounds or visible scenery will not be accepted.
- If the photograph was taken using an iPhone, any HEIC (.heic) file must be converted to PNG or JPEG format before submission.
- The file name must be "Student ID Number_Photo".

Example: 11111111_Photo.jpeg

2) Statement of Financial Support (PDF)

- Download the "Statement of Financial Support" from the Student Exchange Application webpage. The applicant and the financial sponsor must each complete their respective sections by entering the required information directly into the form electronically. Handwritten entries will not be accepted. However, the form may be submitted if it is completed electronically, printed, signed by hand by both parties, and then converted into PDF format.
- The completed document must be submitted in PDF format. No other file formats will be accepted.
- Financial sponsors must be the applicant's parent(s) or relative(s). Sponsors who are acquaintances or friends will not be accepted.

- The file name must be “Student ID Number_FinancialSupport”.

Example: 11111111_FinancialSupport.pdf

3) English Proficiency Score Copy (TOEFL/IELTS: PDF)

- Refer to the “2027 Fall University List” and submit a copy of the English proficiency test score that satisfies the language requirement for APU’s internal selection process.
- Applications may be submitted using online score reports or expired test scores. However, applicants who pass the internal selection process must subsequently obtain a valid score that meets the language requirements and submit an official score report issued by the testing organization (copies accepted), unless applying to a host university that does not require English proficiency scores.
- If submitting an online score report, please submit a page showing the applicant’s name, score, and test date. If only the test registration number is shown, applicants must also submit proof identifying both the test number and the test-taker’s name.
- English-basis students whose native language is not English are also required to submit an English proficiency test score.
- The following applicants are exempt from submitting an English proficiency test score for APU’s internal selection process:
 - ① Applicants who have completed their twelfth year of education conducted in English in one of the following countries: Antigua and Barbuda, Australia, the Bahamas, Barbados, Belize, Canada (excluding Quebec), Fiji, Grenada, Guyana, Ireland, Jamaica, New Zealand, Papua New Guinea, Singapore, St. Kitts and Nevis, St. Lucia, St. Vincent and the Grenadines, Dominica, Trinidad and Tobago, the United Kingdom, or the United States.
 - ② Applicants from countries other than those listed above who have received all school education through English for the most recent three years (including expected completion) and can submit a letter or official document from their school certifying this.
 - ③ Applicants who have obtained the International Baccalaureate Diploma in English.
 - ④ Applicants who have obtained a bachelor’s degree or master’s degree through a program conducted in English.
 - ⑤ The file name must be “StudentIDNumber_ScoreType”.

Example: 11111111_IELTS.pdf / 11111111_iBT.pdf / 11111111_ITP.pdf

4) Course List (PDF)

- Please download the Course List template from the application page of the Overseas Student Exchange website.
- Applicants are responsible for researching the course offerings available at their host university and preparing a list of courses they wish to take. Please refer to the course information available on the host university’s website. If the latest course list is not available, applicants may use the most recently available course list published by the host university. Course information included in the Info Sheet in the “2027 Fall University List” is provided for reference only.
- Applicants must provide the names of the courses they wish to take at the host university. If information such as the course code, semester offered, or number of credits is unavailable, those fields may be left blank.
- A Course List must be prepared for each university to which you apply. Applicants for a one-semester exchange program must list 4 to 5 courses, while applicants for a one-year exchange program must list 8 to 10 courses.
- The completed file must be saved and submitted in PDF format. No other file formats will be accepted.
- The file name must be “StudentIDNumber_CourseList”.

Example: 11111111_CourseList.pdf

5) Document of Junior High School and High School Academic History (beyond G7)

Applicants who hold citizenship of the country where their desired host university is located must submit the following documents. As documents submitted to the Admissions Office during the APU admissions process will not be returned, applicants must prepare and submit new copies of the required documents.

- Copies of academic transcripts from all schools attended from junior high school (Grade 7) onward.
- If the period of enrollment is not indicated on the transcript, a copy of a document certifying the enrollment period must also be submitted.
- Applicants who are unable to provide documentation verifying their educational history will not be eligible to participate in an exchange program in a country of which they are a citizen.
- The file name must be "StudentIDNumber_Transcript".

Example: 11111111_Transcript.pdf

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[Step 2]

- Complete the [Online Application](#) (English Only)
- The online application must be completed in English.
- You need to login to APU Office 365 to submit this application.
- Your application will not be considered if you fail to complete the required essays and statement of purpose, or if your responses are well under the word requirement.
- Please print out the application for your own record. If you have specific questions about the content of your application, you must bring a printout of the application with you to the Office. We will be unable to answer specific questions without this record.
- In the case that you submit multiple applications; we will only accept the most recently submitted application.

9. Contact Information for Overseas Student Exchange Programs

Outreach and Research Office

Outbound Student Exchange Team

A Building 2nd Floor

E-mail: outbound@apu.ac.jp