

Spring 2027 Overseas Student Exchange Program Application Guidelines



Recruitment Guidance Session	May 13, 2026 (Wed) 5th Period In person (J101) <Zoom ID> 99950102879
Application Period	May 11, 2026 (Wed) – June 8, 2026 (Mon) (11:00 AM JST)
Interview Announcement	June 29, 2026 (Mon) Notification via “Action Required” message on Student Portal (Only for students who must attend an interview)
Interview Schedule	July 1, 2026 (Wed) (Zoom)
Announcement of Final Selection Results	July 6, 2026 (Mon) PM Notification via “Action Required” message on Student Portal
1st Guidance Session for Participants	July 8, 2026 (Wed) 5 th Period Classroom: J102

- The above schedule is subject to change.
- If necessary, individual interviews may be conducted before the announcement of the final selection results. In such cases, we will inform you of the date and time separately.
- Interviews will be conducted only when deemed necessary based on the results of the document screening.
- APU will determine the interview schedule. Please keep your schedule open outside of regular class hours on the designated interview date.
- If you have applied to multiple universities, the host university to which you are assigned will be announced at the time of the final selection results.
- In principle, no additional universities will be added to the list of available host universities. If any universities are added, we will notify you through the Student Portal.
Please check the Student Portal and your APU email regularly.

Program Purpose and Overview

The APU Overseas Student Exchange Program allows students to study for one semester or one academic year at one of APU's partner universities under a tuition waiver arrangement, meaning students pay tuition to APU and do not pay additional tuition fees to the host university. This program is designed not only to improve students' language proficiency, but also to deepen their academic learning at APU by taking regular curricular courses at partner universities and further developing their specialized knowledge.

1. Application Requirements

Applicants must meet all of the following requirements:

i. Language requirements

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

*Students who were exempted from submitting an English test score upon admission to APU must carefully read on page 10, number 3.

ii. GPA requirements (Semester GPA and Cumulative GPA)

Applicants must meet all of the following requirements:

- Semester GPA at the end of the 2025 Fall Semester must be 2.00 or above.
- Cumulative GPA at the end of the 2025 Fall Semester must be 2.50 or above and must also meet the minimum cumulative GPA required by the host universities listed on the "2027 Spring University List."

Please note: GPA as of Monday, June 8 will be used in the selection process.

iii. Enrollment Status at the Time of Application

Applicants must have a student status of "Enrolled," "Study Abroad," or "Leave of Absence," and must not have a status of "Suspended."

iv. Semester Requirements at the Time of Application

- Applicants must be in their 2nd through 5th semester.
- 3rd year transfer students are not eligible to apply.
2nd year transfer students may apply starting from their 4th semester.
- Applicants in their 5th semester at the time of application may apply only for a one-semester exchange.
Even if a student takes a Leave of Absence after completing their 5th semester and applied during that leave, they are still eligible only for a one-semester exchange, even if the leave lasts for one full year.

v. Passport Requirements

Applicants must **not** possess a passport issued by the country/region of the university they wish to apply to. If an applicant does possess such a passport, they must have less than four years of education in that country/region from Junior High School (G7) onward.

vi. Previous Participation in the Exchange Program

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

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

i. Screening Criteria

A comprehensive screening will be conducted based on applicants' academic performance at APU, English proficiency, and the content of their Statement of Purpose. In evaluating the Statement of Purpose, particular emphasis will be placed on the following three points:

- Applicants must have a clear purpose for participating in the exchange program and a well-defined study plan.
- Applicants must demonstrate the ability to adapt to the society and culture of the host country/region, and possess the mindset and determination to independently overcome challenges during the exchange while cooperating with relevant parties.
- Applicants must have a clear awareness of your future career plans.

ii. Available Host Universities

Only the universities listed on the "2027 Spring University List" are eligible for screening. Universities not listed are not open for application.

In principle, screening will be conducted based on the applicant's listed preferences (1st to 3rd choice).

Applicants are strongly encouraged to list all three choices, referring to previous years' competitiveness and other relevant information. In principle, no additional universities will be added to the list of available host universities. If any universities are added, we will notify you through the Student Portal.

iii. Screening Methods

- Screening will be conducted based on the submitted documents. The Office will verify applicants' GPA requirements using APU's academic database; applicants do not need to submit their transcript.
- Interviews will be conducted only when deemed necessary based on the results of the document screening.

iv. Important Notes

- Applicants cannot request an extension or change of the exchange period, nor can they shorten the duration of their exchange due to personal circumstances.
- The Office does not confirm whether the programs or courses applicants wish to take at the host university are available to exchange students, nor whether they can actually be registered. **Applicants are responsible for researching English-taught courses available to exchange students.** Since preferred courses may not always be available, applicants are expected to remain flexible by preparing multiple course options in advance.
- If applicants register for APU courses before departure and later discover—after APU's course registration correction period—that their preferred program or courses at the host university are not offered, no special adjustments will be made to their APU course registration. **Applicants must take full responsibility for registering, modifying, and deleting courses within the official registration and correction periods.** Please refer to the [Academic Information Website](#) for course registration schedules and procedures.

3. Conditional Acceptance

Applicants may receive conditional acceptance even if they do not meet the host university's language requirements (score and validity period) at the time of application.

Conditionally accepted applicants must submit an updated English test score that meets the requirements by the designated deadline. **Failure to submit the required score by the deadline will result in the cancellation of your acceptance.**

Language Requirements of the Host University and Application of Conditional Offer

Host University Requirements	Language Conditional Acceptance System
IELTS 5.0 and below	Not applicable: Must meet the host university's language requirements at the time of application is mandatory.
IELTS 5.5 and above	Applicable.

i. Cases in Which Conditional Acceptance for Language Requirements Applies

- Applicants who pass APU's internal screening without meeting the "Language Requirements at the Time of Application" listed in the 2027 Spring University List.
- Applicants who pass APU's internal screening with an English test score that will expire before the host university's "Application Deadline" listed in the 2027 Spring University List. However, if the host university does not require submission of a language score, the applicant will not receive a conditional acceptance and will instead receive a full acceptance, even if their score expires.

ii. Obligations of Conditionally Accepted Applicants

- Applicants must submit a valid English test score that meets the "Language Requirements at the Time of Application" for the host university by the submission deadline. **If the required score is not submitted by the deadline, the acceptance will be cancelled.**
- The final submission deadline for English test scores is one week before the "Nomination Deadline" listed in the 2027 Spring University List.

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

i. Post-Screening Schedule/Procedures

Schedule	Procedures
Acceptance— January 2027	<ul style="list-style-type: none"> ▪ Guidance sessions for participants (attendance and submission of attendance quizzes is mandatory) ▪ Submission of pledge etc. to APU ▪ Application to the host university ▪ Visa application ▪ Insurance procedures ▪ Vaccinations ▪ Travel arrangements, etc.
February — April 2027	<ul style="list-style-type: none"> ▪ Departure to host university ▪ start of overseas exchange

Important Notes:

- **Participants are responsible for arranging their own accommodation, visa application, and travel preparations for their host university.**
- No special accommodation will be made for class absences or changes to exam dates due to vaccinations, visa interviews, or other related procedures. Please consult directly with the instructor of each course and follow their instructions.
- **International students' Japanese residence status can only be renewed for the period specified for their visa. No special extensions will be granted for participation in the exchange program.**

- APU cannot change the schedule or format of final examinations due to orientation sessions or other required activities at the host university.

ii .Revocation of Acceptance

If any of the following apply, your acceptance to the exchange program will be revoked:

- Failure to meet the host university’s language requirements by the Final Score Submission Deadline (one week before the “Nomination Deadline”).
- If their semester GPA falls below 2.00 at the end of the AY 2026 Spring Semester.
- Failure to meet the cumulative GPA requirements for applying to the host university at the end of the AY 2026 Spring Semester.
- If the host university’s application requirements change after the APU internal screening, and **the student does not meet the new requirements.**
- Failure to obtain the required visa to go on exchange before the specified date. (Internally accepted students will be informed of the deadline to obtain a visa as soon as the date is decided.)

Since the COVID-19 pandemic, visa screenings have become stricter in Korea and all over the world.

In particular, there have been cases where the period of validity for Japanese residence status has affected international students’ visa screenings for their exchange destination. International students can only renew their Japanese residence permit during the specified renewal period. The university will not provide any special support for students participating in the exchange program. **Please check the visa requirements by yourself and start preparing for your visa application as soon as your exchange destination is decided.**

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

i. Program Period: One semester (2027 Spring) or one year (2027 Spring – 2027 Fall)

- Depending on the host university, some institutions accept students only for one semester or only for one academic year. Please refer to the 2027 Spring University List for details.
- Students may participate in a one-year exchange even if the exchange period spans across academic years at APU. Example: A student goes on exchange during the second half of their 2nd year (4th semester) and returns to APU in the first half of their 3rd year (5th semester).

ii. 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:

The relevant semester	Student Status at APU while on Exchange
Spring semester	April 1, 2026 – September 20, 2026
Fall semester	September 21, 2026 – March 31, 2027

- During your study abroad period, your enrollment status for the relevant semester(s) will be changed from “Regular” to “Study Abroad.”
- You cannot register for APU courses offered during any semester in which your enrollment status is “Study Abroad.”
- You cannot register for Session courses during any semester in which your enrollment status is “Study Abroad.”
- The actual start and end dates of your program will vary depending on the academic calendar of the host university.

• One-semester Exchange

	2027 Spring Semester		
Academic Year	1Q	2Q	Session
Status at APU	Study Abroad		
Course Registration at APU	Not Possible		
Host University	Exchange (One Semester)		

• One-year Exchange (Regular)

	2027 Spring Semester			2027 Fall Semester		
Academic Year	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 Fall Semester

If your one-year exchange program ends before the start of APU’s Fall Semester 2nd Quarter, you may register for 2nd Quarter and Winter Session courses, even if you studied abroad for a full year.

The handling of enrollment status and course registration in this case is as follows:

- Your enrollment status will return to “Regular” for the Fall Semester at APU.
- You cannot register for Fall Semester 1st Quarter courses or semester-long courses.
- You can register for 2nd Quarter courses and Winter Session courses.

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

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

6. Credit Transfer/Academics During and After the Program

i. Credit Transfer

- Credits earned at the host university—together with all other credits earned while enrolled at APU—may be transferred up to a **maximum of 60 credits**, regardless of APU’s per semester registration limits.
- Only courses completed as part of the host university’s regular academic curriculum are eligible for credit transfer.
- To transfer credits earned abroad, students must submit a credit transfer application. **The respective College and the Academic Office will review the submitted documents and determine whether credits can be approved.**
- If a course taken at the host university is approved as an APU course equivalent, the student may not take that APU course again in the future.
- Courses that are not considered academically relevant to APU’s curriculum (e.g., physical education, arts) will generally not be approved for credit transfer.
- **Approved credits will be recorded with a [T] in the grade column.**

- Credits from host-university courses recognized as distance learning courses will count toward **the maximum of 60 credits allowed for distance learning within the graduation requirements**. If a student earns more than 60 credits of distance learning courses—including those transferred from exchange programs—any credits exceeding the limit will not count toward graduation.
- Distance learning courses will be approved under one of the following categories only: “Language Education (Distance),” “Common Liberal Arts (Distance),” or “Major Education (Distance).” **They cannot be approved under other academic fields or as APU-specific course titles.**
- If you participate in a short-term overseas Summer/Winter Program before or after your exchange and wish to transfer credits to APU, **you must submit a separate application for the short-term program—even if the program is offered by your exchange host university**. If you participate without submitting the required application by the deadline, credits earned from that program will not be eligible for transfer.

Policy for Each College Details on college-specific policies and the full credit transfer procedures will be explained during the guidance session after acceptance.

APM

The College of International Management encourages APM students to explore their study from diverse perspectives through exchange programs at partner universities around the world.

For students aiming to deepen their expertise in business-related areas, we recommend applying to universities accredited by organizations such as AACSB, EQUIS, and EFMD (EPAS). These accreditations serve as indicators of high academic quality and global standards in business education. While it is possible to transfer credits from universities without such accreditations, approval is subject to a detailed review of syllabi and course content.

Note: The credits earned from non-accredited universities may not be transferred as required courses for APM, though they may still be transferred as major elective courses or those within the four areas of APM study/major. Studying at a non-accredited university is also a viable and meaningful experience if your academic interests lie in social sciences, liberal arts, or other non-business-related disciplines.

For students seeking to enhance their understanding of language and culture, we recommend choosing a destination in a non-English-speaking country or region to maximize immersion and cultural engagement.

APS

The College of Asia Pacific Studies (APS) encourages students to study the three APS Areas of Study from diverse perspectives not only within the Asia Pacific region but also at universities around the world. Because the countries and types of institutions available for study abroad vary widely, students are responsible for deciding where they wish to study, what they intend to learn at the host university, and how they will apply the outcomes of their study abroad experience upon returning to APS and after graduation.

If courses taken at the host university are approved as Major Education subjects within an APS Area of Study, students under the 2017 Curriculum may transfer up to 10 credits per Area of Study. For students under the 2023 Curriculum, this credit limit does not apply.

ST

The College of Sustainability and Tourism (ST) integrates theory and practice in the fields of environmental resource management and sustainable tourism. The ST exchange program provides an interconnected academic framework that enables students to study their desired subjects at a variety of universities. Students may choose both the country

and the language in which they wish to study. If courses completed at the host university are approved as ST Major Education subjects, they will be recognized under one of the following categories: “Tourism Studies,” “Sustainable Society Studies,” or “Major Education.”

ii. Academics During and After the Program

Planning your course registration at APU—including during your study abroad period—is extremely important, as it has a direct impact on your expected graduation timeline. Any errors in your academic planning may make it difficult to graduate within four years. Therefore, please make sure to observe the following:

- Accurately understand your academic progress to date.
- Review your College’s curriculum, including required courses and recommended timing for course completion.
- Create a plan that covers your course registration before, during and after your study abroad period.

iii. Language Education Subject Exemption (English/Japanese courses)

If you meet the conditions specified by APU, you may apply in advance to receive an exemption from Language Education subjects (English, Japanese, and AP languages) in the semester in which you return to APU. The criteria for exemption differ depending on your curriculum year and your enrollment basis language.

Please make sure to check the [Academic Information website](#) for detailed requirements.

For inquiries regarding exemptions from required Language Education subjects, please contact: cleac@apu.ac.jp

7. Program Fees / Overseas Travel Insurance

i. Estimate of Yearly Expenses

The costs shown in the table below are only general estimates and may fluctuate significantly due to exchange rate changes and variations in price levels across countries and regions. In addition, living expenses can differ greatly depending on the city in which you reside (for example, a capital city versus a regional city), and the type of accommodation you choose (such as a university dormitory or private housing), with differences that may exceed 1,000,000 JPY per year. Furthermore, expenses will vary considerably depending on your eating habits (eating out versus cooking at home) and individual lifestyle. **Please be aware that actual costs may vary substantially based on personal choices and local conditions.**

In many cases, host universities or student visa applications require the submission of a financial statement (approximately 2,500,000 JPY for a one-year program / 1,500,000 JPY for a one-semester program).

Area	Estimated Costs Calculated based on an exchange rate of 1 USD = 155 JPY.
Asia	1,200,000 – 2,800,000 yen
Latin America • Africa	1,400,000 – 3,000,000 yen
Europe	2,200,000 – 4,500,000 yen
Oceania	2,500,000 – 5,000,000 yen
North America	3,000,000 – 6,500,000 yen

Tuition	Other related expenses
Paid to APU *No payment required to the university	Test fees for English proficiency exams such as TOEFL/IELTS (approx. 27,500 JPY and above) Passport and visa application fees Overseas travel insurance and travel expenses Various fees at the host university, including administrative fees,

	textbooks, and language training fees Accommodation, meals, leisure activities, and other personal expenses
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ii.Mandatory Overseas Travel Insurance and Risk Management Support System

To ensure appropriate information provision and support in the event of an emergency, **all participants in the Overseas Exchange Program are required to enroll in the crisis management support system and overseas travel insurance designated by APU.** If the host university requires enrollment in a specific insurance plan, students must also purchase the insurance designated by the host institution.

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

- The crisis management support service provides information and safety confirmation in the event of an emergency. Prompt reporting to the University enables APU to accurately assess the situation and provide appropriate support to students.
- The overseas travel insurance provides coverage in the event of accidents or other incidents, including medical treatment for injuries or illnesses while abroad, hospitalization costs, liability coverage, and expenses for emergency assistance.

Study period	Estimated Costs (as of April 2026)		
	Insurance (PlanS)	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

iii.APU Tuition

- Students participating in the exchange program **are required to pay the full amount of APU tuition fees as usual during their exchange period.**
- Tuition reduction scholarships for domestic and international students will continue to apply during the exchange, provided that the student is not disqualified in the continuation review conducted in the semester prior to departure.
- Students who are responsible for paying their own tuition must use one of the following methods to pay their APU tuition fees while on exchange:
 - Automatic bank transfer from a JP Bank (Japan Post Bank) account
 - Payment from overseas via Convera, a university-affiliated service

Students who have concerns or difficulties regarding tuition amounts or payment methods should first review the [tuition information webpage](#) and then consult with the Office of Institutional Planning as needed.

8. How to Apply

Please read the application information and the following instructions carefully. **Your application will be processed only after both steps below have been completed.** Failure to complete either step by the application deadline, or submitting documents with incorrect formats or file names, will result in an incomplete application, and your application will not be considered screening.

[Step 1] Prepare the following required documents

At the end of the online application, applicants will be required to upload the following documents. Please make sure to prepare all required documents well in advance of the application deadline.

Required for all applicants

- i. Digital photo clearly showing your face
- ii. Statement of Financial Support (PDF, JPEG, etc.)
- iii. Copy of English Proficiency Test Score
- iv. Subject List (List of Preferred Courses)
- v. Additional document (only for applicable applicants)
Documentary Evidence of Academic History after Junior High School (beyond G7)
Required only for applicants who hold citizenship of the country/region where their preferred host university is located.

i. Digital photo clearly showing your face

The photo will be used by the office to match your face with your name when providing support during the program.

Please upload a photo that meets the following requirements:

- Face the camera directly and do not wear hats, masks, sunglasses, or similar items. A formal ID photo is not required.
- Ensure the photo is bright enough so that your entire face is clearly visible.
- Do not use excessive editing or filters.
- Avoid selfies; please use a photo taken by someone else whenever possible.
- Do not use photos that include anyone other than the applicant.
- The photo must have been taken within the past six months.
- Name the file according to the example: "StudentID_Photo" Example: 11111111_Photo.jpeg

ii. Statement of Financial Support (PDF, JPEG, etc.)

- Download the Statement of Financial Support form from the Exchange Program Application page.
- Both the applicant and the financial sponsor must complete the sections designated for each of them.
- After completing the form, save it as a PDF, JPEG, or another acceptable file format.
- Name the file according to the example: "StudentID_FinancialSupport"
Example: 11111111_FinancialSupport.pdf

iii. Copy of English Proficiency Score (TOEFL/IELTS)

- Refer to the "2027 Spring University List" and check the APU Language Requirements for Internal Screening. Submit a copy of the English test score that meets the requirement for your chosen universities.
- You may apply using a web score or an expired score at the time of application. However, after passing the internal screening, you must obtain a valid score that meets the language requirement and submit an official score report issued by the testing organization (a copy is acceptable), except for applicants to universities that do not require language scores.
- **If submitting a web score, upload the page that clearly shows your name, score, and test date.**
- English-basis students whose native language is not English are also required to submit an English test score.
- The Admissions Office does not return score reports submitted at the time of university admission.
- Name the file according to the example: "StudentID_Type of Score"
Example: 11111111_IELTS.pdf / 11111111_iBT.pdf / 11111111_ITP.pdf

Only students who were exempt from submitting a language proficiency score when applying to APU are not required to submit an English proficiency score for the internal application to the Exchange Program.

However, your host university may require proof of English proficiency. Therefore, you are strongly encouraged to take an English proficiency test in advance so that you can submit a valid score if needed. If you already have an English proficiency score from a test taken after enrolling at APU, please upload a copy with your application.

The criteria for being exempt from submitting a language proficiency score at the time of admission to APU are as follows:

- Applicants who have completed their 12th year of formal education in Antigua and Barbuda, Australia, the Bahamas, Barbados, Belize, Canada (excluding Quebec), Dominica, Grenada, Guyana, Ireland, Jamaica, New Zealand, Singapore, St Kitts and Nevis, St Lucia, St Vincent and the Grenadines, Trinidad and Tobago, the UK, or the USA.
- Eligibility requires proof that applicants from countries other than those listed above have received official education in English for the most recent three years.
- Applicants who received the International Baccalaureate Diploma with English as the language of instruction.
- Applicants who have graduated from a bachelor's degree program or master's degree program that was conducted entirely in English.
- Applicants who have received one of the following standardized test scores:
 - Old SAT (Critical Reading and Writing): 1,100 or above
 - New SAT (Evidence-Based Reading and Writing): 590 and above
 - ACT: 25 and above (the average of English and Reading must be 25 or above.)

iv. Subject List at host universities

- Please download the Subject List format from the Exchange Program Application webpage.
- Using the course list URL provided in the host university's Info Sheet or the course information available on the host university's website, create a list of subjects you would like to take while on exchange.
- If you do not know the subject code, semester offered, or number of credits, you may leave those fields blank. **However, the subject name is required.**
- Please prepare a Subject List for each university you are applying to.
- For a one semester exchange, list 4–5 subjects. For a one-year exchange, list 8–10 subjects.
- Save the Excel file as a PDF and submit the PDF version.
- Name the file according to the example: "StudentID_SubjectList" Example: 11111111_SubjectList.pdf

v. Documentary Evidence of Junior High School and High School Academic History (beyond G7)

Applicants who hold a passport of the country or region where their preferred host university is located must submit the following documents:

- Academic transcripts (copies accepted) for all junior high schools and high schools attended (G7 and above).
- If the transcript does not indicate the period of enrollment, you must also submit a certificate of enrollment period (copy accepted).
- The Admissions Office does not return documents submitted at the time of the APU entrance examination.
- Applicants who cannot provide documentary evidence of their academic history are not eligible to apply for exchange programs in countries for which they hold citizenship.

Exception: Applicants with Chinese citizenship may apply to universities in Hong Kong and Macau, but not to universities in Mainland China.

- Name the file according to the example: "StudentID_Transcript" Example: 11111111_Transcript.pdf

[Step 2] Complete the Online Application (English Only)

Please submit the online application through the [designated form](#).

- The online application **must be completed in English**.
- You must log in to APU Office 365 to submit the application.
- Applications will not be considered if the required essays or statements of purpose are left blank, or if the responses are significantly below the expected word count.
- After submitting the form, please print a copy of your completed application (the submission confirmation page) and keep it for your records. If you need to confirm any details of your application, you must bring this printed copy with you. Without it, the office will not be able to respond to inquiries regarding your submitted content.
- If you submit multiple applications, **only the most recent submission will be accepted**.

9. Contact Information for the Overseas Student Exchange Program

Student Exchange Team

Outreach and Research Office

E-mail: outbound@apu.ac.jp