

AY 2017 Fall Semester Ritsumeikan Asia Pacific University Student Exchange Program Application Guidelines

Through this program Ritsumeikan University (RU) and Ritsumeikan Asia Pacific University (APU) aim to mutually enhance their curricula by leveraging the distinct merits of their respective educational systems.

In this program, RU students can study at APU as a “special auditing student” for one year or one semester. Students can pursue their diverse academic interests and satiate their intellectual curiosity by studying at APU and through interaction with APU students.

The exchange term at APU will be counted as part of your total period of university enrollment, and credits earned at APU are generally transferred as credits required for graduation at your affiliated College.

Program summary

1. Purpose

- (1) To mutually enhance education by taking advantage of the educational systems of each institution.
- (2) To promote student exchange between the two universities

2. Expected Learning Outcome at APU

- (1) Improve English language skills and presentation skills through lectures conducted in English
- (2) Understand other cultures and ways of thinking through interaction with international students
- (3) Prepare for studying abroad by improving the aforementioned skills

3. Term

Fall Semester (September 26, 2017 to March 31, 2018)

4. Number of Participants

Maximum 10 students

5. College of Study at APU

College of Asia Pacific Studies (APS) or College of International Management (APM)

6. Status at APU

Special auditing student

7. Transferred Credits

- Only credits earned for courses with a grade of A+, A, B, or C at APU can be transferred as an “N” grade at your College. (“F” grades will NOT be transferred.)
- Courses certified as having the same content as a course from your college can be transferred as the course of your college with an “N” grade.

- For any general education course or core related course, courses NOT certified as having the same content as a course from your college can be transferred as an “APU Exchange Subject” with an “N” grade.

8. Credit Approval Limit

The maximum number of credits that can be registered at APU and awarded at RU are as follows.

Term	Credit Registration Limit at APU	Maximum number of credits transferable to RU
Fall Semester	Half of the credit registration limit of your College	Up to 60 credits*

* Includes credit exchangeable subjects, credits approved at APU, while on study abroad, prior to university admission and at other universities (excluding transfer admissions and advanced transfer admissions). In particular, students who have participated in study abroad programs in the past and transferred credits should take notice of this.

9. Tuition

Participants will continue to pay RU tuition during the program, and accordingly, there will be no additional tuition fees for APU.

10. Courses at APU

Participants will take courses of the AY 2011 curriculum either of College of Asia Pacific Studies (APS) or College of International Management (APM). Generally, all courses can be taken if they do not meet the restrictions below.

【Course Registration Restrictions】

- Foreign language courses (including English):
Students may not be able to take foreign language courses at APU. Students are expected to take foreign language courses (including English) at their home university, and at APU, take courses in specialized subjects taught in English.
- Language courses of the participant’s native language:
Not allowed.
- Courses in specialized subjects taught in English:
In order to take courses in specialized subjects taught in English, language abilities equivalent to or greater than the following are required:
 - (1) TOEFL-PBT[®] 500 (ITP accepted)
 - (2) TOEFL-iBT[®] 61
 - (3) TOEFL-CBT[®] 173
 - (4) TOEIC[®] 587 (IP accepted)
 - (5) United Nations Test of English Grade B
 - (6) IELTS[™] 5.5
 - (7) VELC[®] 693

【APU Online Syllabus】

Please refer [Contents 2. Curriculums] for the title of courses which you wish to register(PDF p.96-p.106) from the link below

[<http://en.apu.ac.jp/academic/page/content0260.html/>] and enter the title of the courses in [<https://portal2.apu.ac.jp/campus/slbsskgr.do>] for Online Syllabus.

11. Accommodation *Subject to change

A student dormitory (AP HouseⅢ) is available to students.

Participants must pay the total fees and expenses in one lump sum payment before starting the program.

Monthly payments are not accepted.

AP House 3 is an off-campus student dormitory. It is located 10 minutes by bus from APU and approx. 5 minutes walk from Kamegawa Shotengai (Kamegawa shopping area). A dormitory manager is stationed there 24 hours a day in order to help provide a safe and secure living environment.

Niju-Gokumi Beppu, Oita 874-0013

<Nearest bus stop > Sekinoe-Kaisuiyokujo-mae (5 min walk)

*8 minute walk from Marushoku Sekinoe-ten (a supermarket)

	Full Year Boarding fees
September Rent (* Half-moon equivalent)	¥ 17,500
October Rent	¥ 35,000
November Rent	¥ 35,000
December Rent	¥ 35,000
January Rent	¥ 35,000
February Rent (* Half-moon equivalent)	¥ 17,500
Total	¥ 175,000

(*) Every month, the 15th is the retirement dormitory date.

Once past the 15 days is required dormitory of one month. be careful.

12. Scholarship

Scholarship Details

Ritsumeikan University Study Abroad Challenge Scholarship

The Ritsumeikan University Study Abroad Challenge Scholarship is offered to all students who satisfy the requirements. The scholarship aims to encourage participation in this program by helping cover a portion of participant expenses.

Scholarship Amount:

Fall semester 150,000 yen (total)

Distribution of Application Guidelines (planned):

At the orientation for accepted students

Payment Schedule (planned):

To be paid into each participant's bank account at the end of October.

13. Student Services at APU

Participants generally have the same access to library services, club activities, and co-op services as APU students. (RU Co-op IC card cannot be used at APU)

14. Program Withdrawal

Withdrawal from the program is NOT permitted after being accepted.

How to Apply

1. Application Qualification

Applicants must fulfill the following conditions:

- Undergraduate student in College of Law, College of Social Sciences, College of International Relations, College of Letters, College of Economics, College of Science and Engineering, College of Sport and Health Science, College of Life Sciences, College of Pharmaceutical Sciences, College of Business Administration, College of Policy Science or College of Comprehensive Psychology.
- Completion of at least one year of study at an undergraduate school before starting the program. However, students cannot start the program in their last two semester of undergraduate studies.
- When applying for the program, the students must have completed an average of 16 credits or more per semester.
- When applying for the program, the student must have completed all “foreign language courses required for graduation” that are required at the point.
- Students who have already participated cannot apply.

[Notes]

- We do not accept incomplete application documents.
- Students on a leave of absence and studying abroad can apply; however, they must attend the interview at RU. (We cannot accommodate special requests such as telephone interviews.)

2. Application Period

From May 15 (Mon) to May 26 (Fri) 17:00 【Strict Deadline】

3. Where to submit

【KIC/BKC】 Administrative office of your College

【OIC】 OIC MANABI-Station

4. Application Documents

- APU Student Exchange Program application form
- Parent (Guarantor) Consent Form
- A copy of the grade report or screenshot of “Academic Records Information(Reference)” from CAMPUS WEB
- Individual course time table or screenshot of “my class schedule” from CAMPUS WEB
- Copy of documents indicating language proficiency (TOEFL-ITP®Test, TOEIC®, United Nation Associations Test of English, IELTS™, ESOL)*

*If you have lost your score report, please check the box next to "I lost my TOEFL-ITP® Test/TOEIC® score report document" in the application form. Your latest score registered at the university will be used for the selection process.

*To make screenshots of “Academic Records Information” and “my class schedule” please use suggested browsers and right click or print button from short cut key.

5. Selection Procedure

Review of documents, language ability, GPA and interview.

The administrative office of your College will inform you of the interview date.

6. Announcement of Acceptance

Date of Announcement: Wednesday, July 5 1:00 pm

Announced via private message in CAMPUS WEB

7. Orientation for Accepted Students

Accepted students must attend the following orientation. Absence is not permitted.

Date: July 12, 6:10 pm

Place: Kinugasa Campus (Scheduled)

*Further details will be sent to the accepted students at a later date.

8. Notes

If you have other programs you are taking, please be sure to check with the office managing those programs before applying to the APU Exchange Program.

Inquiries

Office of Academic Affairs

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Tel: 075-465-8310