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| Check List for APU Student Exchange Program Spring 2024 |

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| **Submission Schedule** | November 1 (Wed)9:00 am - November 9 (Thu) 11:00 am, 2024  【Strict Deadline】 |
| **Place to Submit** | <https://cw.ritsumei.ac.jp/campusweb/SVA20D0.html?key=SUR20231017140503941819932> |
| **Interview Date** | Your college will inform you directly. |
| **Announcement of**  **Acceptance** | To be announced in the “Announcement to Individuals” in manaba+R on December 13 (Wed) at 1:00 pm |
| **Orientation for**  **Accepted Students** | December 19 (Tue) 6:10 pm \*To be conducted online (Zoom) |

* **Application Qualification**

**\*Applicants must fulfill the following conditions:**

①Undergraduate student in College of Law, College of Social Sciences, College of International Relations (excluding Joint Degree Program), College of Letters, College of Economics, College of Science and Engineering (excluding Department of Civil and Environmental Engineering AY2018-2021 enrollees), 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.

②Completion 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.

③When applying for the program, the students must have completed an average of 16 credits or more per semester.

④Completion of all foreign language courses required for graduation at the time of application.

⑤Students who have already participated in this program cannot apply.

* **Application Documents**

**\*Please note that we do not accept incomplete application documents.**

1. APU Student Exchange Program application form
2. A screenshot of documents indicating language proficiency (TOEFL ITP®Test, TOEIC®, IELTS™, CASEC etc.)\*

\*If you have lost your score report, please check the box next to "I lost my language test score report document".

1. A screenshot of the following pages: “Credit Earning State”, “Course Registration and Grade” and “GPA” under “Corse Registration and Grade Status” page on CAMPUS WEB
2. A screenshot of your “My courses (Timetable)” on manaba+R
3. Parent (Guardian) Consent Form (A wet [signature](https://eow.alc.co.jp/search?q=signature&ref=awlj) of the person is required)

* **Attendance of the Orientation for Accepted Students**

**\*Accepted Students must attend to the Orientation**

Date & Time: December 19 (Mon) 6:10 pm～ (Must be attended)

Method of Implementation: Online (Zoom)   
\*Details will be notified to the accepted students at the time of the announcement of acceptance.

* **Interview Schedule**

Administrative Office of each college will set the interview period between “November 10 (Fri) and 24 (Fri)”. The interview date is on a weekday excluding the applicant's class hours, but please write below if you have any unavoidable reason. Specified interview date will be informed by person in charge of Administrative Office of your college at a later date.

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| **Inconvenient Dates for Interview** | **Reason** |
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| Application Form for  APU Student Exchange Program Spring 2024 |

Date of Submission: 20

year/ month/ day

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| Student ID |  |  |  |  | |  |  |  |  |  | |  | － |  | Name | |  | |
|  | |
| Date of Birth |  | | | | | | | | | | Age | | | |  | | Gender | Male / Female |
| College/ Year | College of 　　　/　　 　 Year | | | | | | | | | | | | | | | | | |
| Address  (include zip code) |  | | | | | | | | | | | | | | | | | |
| Phone/  E-mails | Home | | | |  | | | | | | | | | | | Univ.  e-mail | @ed.ritsumei.ac.jp | |
| Mobile  Phone | | | |  | | | | | | | | | | | Mobile e-mail | @ | |
| Exchange Term | Spring Semester (One semester) / Full Year (Two semesters) | | | | | | | | | | | | | | | | | |
| College of Study at APU | □　College of Asia Pacific Studies (APS)  □　College of International Management (APM) | | | | | | | | | | | | | | | | | |
| AP House | □　I will apply for residence at AP House 3.  □　I will NOT apply for residence at AP House 3. | | | | | | | | | | | | | | | | | |
| Copy of Documents Indicating Language Proficiency | □　TOEFL®（ITP / PBT/ iBT ）Test Score:  □　TOEIC®（Test/ IP / SW / Bridge / LPI ）Test Score:  □　IELTS™ Score:  □　Other language proficiency tests（　　　　　　　　　　　　　　）  Those without a copy of a document indicating the language proficiency, please mark a check in the box below.  □　I lost my language test score report document.  □　I have never taken any language proficiency tests. | | | | | | | | | | | | | | | | | |

1. **Enter course names below for courses you wish to take at APU.**

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**2. Credits obtained**

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| Total number of the credits required for graduation acquired by the end of AY 2023 Spring Semester |  |
| Out of the above, acquired foreign language credits required for graduation |  |

**3. Essay**

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| Q1. Why are you interested in studying abroad? (Describe your goals, such as what you want to learn or what skills you hope to acquire.) |
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| Q2. Describe your academic plan in order to achieve the goals listed in Q1. |
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| Q3．Describe your career plan after graduation to make the most of the goals listed in Q1. |
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| 4. Attach a screenshot of documents indicating language proficiency (TOEFL, TOEIC, IELTS or CASEC, etc.) here. |
| (make a screenshot and attach it within the border line) |
| 5. Attach a screenshot of the “Credit Earning State” page under “Corse Registration and Grade Status” from CAMPUS WEB here. |
| (make a screenshot and attach it within the border line) |
| 6. Attach a screenshot of the “Course Registration and Grade” page under “Corse Registration and Grade Status” from CAMPUS WEB here. |
| (make a screenshot and attach it within the border line) |

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| 7. Attach a screenshot of the “GPA” page under “Corse Registration and Grade Status” from CAMPUS WEB here. |
| (make a screenshot and attach it within the border line) |

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| 8. A screenshot of your “My courses (Timetable)” on manaba+R |
| (make a screenshot and attach it within the border line) |

Parent (Guardian) Consent Form

Dear President of Ritsumeikan University,

I consent to the person listed below participating in studies at Ritsumeikan Asia Pacific University if his/her application to the APU Student Exchange Program 2024 is accepted.

　 College of

Student ID Number：

　 Name：

Term: Spring Semester（One semester）/ Full Year (Two semesters)

\*Please circle the appropriate term.

Date: 20

year / month / day

Parent (guardian) signature:

(must be a wet signature)