

Aichi University of Education (AUE)

2025 Student Exchange Program (special auditor) Application Guidelines

1. Outline

Currently AUE has 29 partner universities in 15 countries, encouraging exchanges of students, faculty and administrative staff. The objective of AUE Student Exchange Program is to contribute to further globalization and increased international competitiveness by increasing opportunities of international learning and by strengthening mutual understanding/friendship with overseas partner universities.

2. Program Outline

(1) Duration of Exchange: 6 months (1 semester) or 1 year

※Once decided, the duration of exchange cannot be extended

(2) Date of Admission: April 1st, 2025, or October 1st, 2025

(3) Academic Calendar: 1st Semester···April 1st, 2025 to September 30th, 2025

(Summer Vacation: Early August to mid-October)

2nd Semester···October 1st, 2025 to March 31st, 2026

(Winter Vacation: Late December to Early January)

(Spring Vacation: Early March to Late March)

(4) Academic Advisor

An Academic Advisor will be assigned according to the study field of the exchange student.

(5) Courses Offered

Exchange students can attend classes under the guidance of their academic advisors.

(6) Japanese Language Classes

Non-credit Japanese Language Classes for international students are offered throughout the year, except during vacation periods.

3. Recruitment Numbers:

The total number of applicants from each partner university should not exceed the total number specified in the "General Conditions for Implementing Student Exchange".

If there is more than one applicant, please write the priority order of recommendation.

※We might not be able to comply with the applicant's wishes due to accommodation restrictions.

4. Eligibility and Conditions

Applicants must meet the following requirements.

(1) A student who does NOT have Japanese nationality.

(2) A student currently enrolled as a full-time regular student at one of the AUE overseas partner universities.

(3) A student who is selected and recommended by the president of his/her home institution based on

the “General Conditions for Implementing Student Exchange” agreed with AUE.

(4) A student who has clear learning objectives with a concrete study plan, who can receive demonstrable benefits from studying at AUE.

(5) A student who will return to his/her home institution to continue his/her study after the end of the exchange period.

(*A final-year-final semester student would normally NOT be considered.)

(6) A student who can acquire the status of residence (visa status) as “college student”.

(7) A student who has sufficient proficiency in Japanese or English Language.

(*Taking either “Japanese Language Proficiency Test” or “Examination for Japanese University Admission for International Student (EJU) is preferable.)

(8) A student recommended by his/her academic advisor of the home institution.

(9) A student whose studies at AUE will not be impeded by health conditions.

5. Academic Requirements

Applicants need a cumulative Grade Point Average (GPA) (of the previous academic year) of 2.30 or higher when calculated according to the following calculation method.

(※) In the case that the applicant’s performance cannot be evaluated through GPA, the reason shall be clearly mentioned in the Letter of Recommendation why the applicant’s academic performance can be regarded as equivalent to GPA 2.30 or higher.

[GPA Calculation Method]

Obtain Grade Point according to the conversion table below and calculate the GPA, applying the formula given below. (Calculate GPA to three places of decimals and round it off.)

	Academic Performance Evaluation				
4-level evaluation (Pattern 1)		Excellent	Good	Pass	Fail
4-level evaluation (Pattern 2)		A	B	C	F
4-level evaluation (Pattern 3)		100-80	79-70	69-60	59 or lower
5-level evaluation (Pattern 4)	100-90	89-80	79-70	69-60	59 or lower
5-level evaluation (Pattern 5)	S	A	B	C	F
5-level evaluation (Pattern 6)	A	B	C	D	F
Grade Point	3	3	2	1	0

(Calculation formula)

$\{(\text{number of '3-point' credits} \times 3) + (\text{number of '2-point' credits} \times 2) + (\text{number of '1-point' credits} \times 1) + (\text{number of '0-point' credits} \times 0)\} \div \text{total number of credits registered}$

6. Application Procedure

Please email the soft copies of the completed application form and all required documents (PDF, JPG or PNG files) to the following mail address. The hard copies are not needed.

E-mail: kokusaikoryu@m.auecc.aichi-edu.ac.jp

7. Documents Required (Please fill out (1) and (10) online and send (2) ~ (9) by e-mail.)

(1) AUE Student Exchange Program Application Form (Enter by the applicant student)

Online application website: <https://forms.office.com/r/MLDU1qiU39>

(2) Official Transcript of Japanese Language Proficiency Test (JLPT) / Examination of Japanese University Admission for International Students (EJU) (if any)

(3) Official Transcript of the home university (English)

(4) Letter of Recommendation by the president or the dean of the home university (Japanese or English)

(5) Letter of Recommendation by the academic advisor of the home university
(Japanese or English)

(6) Certificate of Medical Checkup (Japanese or English)

(Please download the designated form from AUE's website)

(7) Statement of Financial Support (Copy of the applicant's or financial guarantor's bankbook / official Bank Statement), in case that applicant desires self-financed study in AUE (including in the case that the applicant applies for a scholarship and still desires to study in AUE when his/her scholarship application is rejected.).

(8) Photograph taken within 3 months (size: 3cm×4cm) of the application's submission.
(JPG or PNG file)

(9) A copy of valid passport (the pages on which the applicant's name, date of birth, nationality, facial photo and passport number can be confirmed.)

(If you don't have a passport, you need to send a "Resident Identity Card")

(10) AUE Student Exchange Program Application Documents checklist

The international exchange officer at the partner university needs to confirm the above application documents of the applicant student(s) are true and correct and submit this checklist by online.

Online application website: <https://forms.office.com/r/Xf9eTnc1jE>

8. Application Period

From Monday, November 11th, 2024, to Friday, November 22nd, 2024

*Late application will not be considered.

9. Screening Process

- (1) Applicants will be screened by the Center for International Exchange based on the application documents. 【between December 2024 and January 2025】
- (2) The screening results including the result of scholarship application will be notified to each partner university 【by the end of January 2025】

10. Scholarship

AUE nominates the candidates for the following scholarship from applicants who request consideration. Scholarship recipients will be decided prior to enrollment.

Scholarship by the “Foundation for the Future of Aichi University of Education”.

Details of financial support

- ① Stipend: JPY 50,000 per month
- ② Scholarship period: 6 months up to 12 months (the exchange study period)
- ② Number of recipients: 3

There are no scholarships available to apply for after enrollment.

11. Residence

Basically, we will arrange a single room of “AUE’s International House” (The residence/dormitory for international students) for all the exchange students.

There is no need to apply in advance. Please see the following website for more details.

<https://www.aichi-edu.ac.jp/cie/in/forstudents.html>

12. Additional Information

- (1) The exchange students are not required to pay entrance examination fees, entrance fees and tuition fees.
- (2) All exchange students are obliged to join the National Health Insurance System.
*Monthly insurance premium: JPY 2,200 (single household).
- (3) We will provide Airport Pick-up service: The exact schedule will be announced in due course.
- (4) We will conduct the Orientation for International Students: The details will be announced in due course.
- (5) Student Tutoring: An exchange student will be allocated at least one AUE student tutor.
- (6) Doing Part-time job outside the university is forbidden.
- (7) Estimated Living Expenses: about JPY55,000~JPY70,000 per month

Details:

- ① Rental fee (AUE International House), Internet, Utility (electricity/water/gas), communal expenses: about JPY 15,000

② Meal: about JPY 25,000 to 30,000

③ Others (amenities, transportation fees, etc.): about JPY 15,000 to 28,000

13. Contact / Submission

Center for International Exchange (Kokusaikoryu Center)

Aichi University of Education

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