

# Admission in Academic Year 2023

## ICT Global All-English Program

### Application Guide for Advanced Standing Admission (Selection of Applicants Residing Outside Japan for October Admission)

This guide applies to the following universities:

- Hanoi University of Science and Technology (Vietnam)
- VNU University of Engineering and Technology (Vietnam)
- Posts and Telecommunications Institute of Technology (Vietnam)
- Dalian Neusoft University of Information (China)

The School of Computer  
Science and Engineering  
The University of Aizu



## ADMISSION POLICY

The University of Aizu is the first university in Japan solely dedicated to computer science and engineering (CSE). Without question, CSE— encompassing information and communications technology (ICT) — has been a technological catalyst since the dawn of the digital age. Heralded as cutting-edge and with a bright outlook, CSE remains poised to bring about exciting new opportunities, and further unlock a new wealth of knowledge and applications with the potential to make the world more advanced and forward-looking than it is today. Founded on the principles “Act Locally, Think Globally” and “to Advance Knowledge for Humanity”, since its beginning in 1993, the University of Aizu has conducted world-leading research and education in CSE, spearheaded by its own faculty comprised of highly accomplished researchers from all around the world. Partially owing to its unwavering commitment to global recruitment of faculty talent, the University of Aizu embraces an exceptionally culturally diverse academic environment: the level of success the University of Aizu enjoys today in that pursuit is unrivaled across the country.

The University of Aizu specifically looks for the following qualities in student applicants: students who are eager to be guided by the University's mission “to Advance Knowledge for Humanity” while thriving in a field of CSE: students who are eager to have a global vision, aspirations and objectives while living in the Aizu area.

The University of Aizu is committed to educate:

1. creative minds, cross-culturally competent aspiring researchers, IT leaders and entrepreneurs with a strong sense of ethical integrity, who are determined enough to make their mark in tech innovations.
2. enthusiastic students aspiring to make a leap forward in cutting-edge CSE research for the benefit of society.
3. standard-bearers who are eager to salute the growth of Fukushima’s local industries, give moral support to them, and uphold Fukushima’s homegrown culture through education and research.

In accordance with the above, the University of Aizu has defined the qualities an ideal undergraduate student (incoming freshman) must possess as follows.

### An Ideal Undergraduate Student (Incoming Freshman)

An ideal undergraduate student (incoming freshman) is one who can demonstrate mastery of basic academic skills, is ready to take on the intellectual challenges of college level coursework, is ready to study CSE fields with ease, and furthermore possesses either one or both of the following attributes:

- one who exhibits strong intellectual curiosity and passion, is ready to delve into the world of CSE, and recognizes the hallmark of the University of Aizu's unique undergraduate program well enough to list the University of Aizu as their first-choice school.
- one who aspires to make a difference to the world through applying their ICT knowledge and skills.

In the same vein, the University of Aizu has set the following basic admission selection policy:

#### Basic Admission Selection Policy

The University of Aizu administers a written exam as the means of identifying academically meritorious applicants who possess fundamental skills specifically in mathematics and English.

## 1. Admissions Capacity

A select number

## 2. Application Eligibility

Applicants must be recommended by a university that has concluded both a Memorandum of Understanding with the University of Aizu and a special agreement on a screening process for admission to the University of Aizu.

## 3. Application Procedure

### 1) How to Apply

Application documents must be placed in the envelop marked in red ink with the words “Application for Advanced Standing Admission (ICTG Program) Enclosed” and submitted through your home university.

### 2) Application Period

**Monday April 10 - 5:00 PM (JST) Friday, May 12, 2023**

Applications must arrive by the deadline listed above.

Applications that arrive after this deadline will not be considered. If the documents cannot be sent to the University of Aizu by the deadline due to unavoidable circumstances, please contact us before the deadline and follow the instructions you are given.

### 3) Send Applications and Direct Inquiries to

Student Recruiting Section (ICTG Program), Student Affairs Division, the University of Aizu

Address: Tsuruga, Ikki-machi, Aizu-Wakamatsu City, Fukushima, 965-8580 JAPAN

Phone: [+81] (242) 37-2701

E-mail: sgu-admission@u-aizu.ac.jp

### 4) Application Documents

Documents 3, 4, and 5 shown below should be originals or certified true copies that are certified by the issuing organization, current schools, or a notary public office.

Please fill out clearly all the forms in English or in Japanese. Please translate documents in any other languages into English or Japanese. Translations, which can be made by the applicant, must be accompanied by an official seal of approval from your school, an embassy, a notary public office, or a government-approved institution.

Application Documents		Applicants	Description
1	Application Form	All	Type or fill in a form designated by the University and affix photographs, which have the applicant's name on the back, to the designated places on the form. (The photo must be a portrait measuring 4

			cm long and 3 cm wide, and must have been taken within 3 months prior to the date of submission. The photo should show the head, shoulders, and upper chest, from the front, against a plain background.)
2	Application Reason Form	All	Type or fill in (by hand) the form designated by the University of Aizu.
3	Official Transcript (issued by the university)	All	Submit an official transcript in a sealed envelope issued by the dean, etc. of the university the applicant attended (or is attending).
4	Diploma, Certificate of Expected Graduation, or Certificate of Enrollment	All	In a sealed envelope, submit an official certificate should be issued by the dean, etc. of the university the applicant attended/is attending.
5	Official Test Scores for English Proficiency	All	<p>Submit an official test score of TOEFL-iBT, TOEIC, or IELTS.</p> <p>The university's Designated Institution Code for TOEFL-iBT is C624.</p> <p>In principle, the tests must be taken no more than two years before the application deadline. However, if you wish to submit a score for an English proficiency test other than those listed above, or for some reason you are unable to take one of the test, contact the University of Aizu and submit the documents you are instructed to submit.</p>
6	Certificate of GPA	All	Type or fill in (by hand) the form designated by the University of Aizu.
7	Statement of Financial Support and Document Certifying Assets	Applicants without Japanese citizenship	<p>Fill in the forms provided by the immigration bureau with the necessary items. (URL: <a href="https://u-aizu.ac.jp/en/materials/">https://u-aizu.ac.jp/en/materials/</a>)</p> <p>Submit documents that certify your sponsor's assets. (One of the following documents should be submitted to certify the sponsor's assets. It should be in English and may be in any format.)</p> <ul style="list-style-type: none"> <li>- Certificate of employment and documents proving annual income</li> <li>- Certificate of account balance *1</li> <li>- Certificate of scholarship including information on the period during which the scholarship is</li> </ul>

			paid and the amount of the scholarship (if you are a recipient of scholarship in your country)
8	A Photocopy of Passport	All	Submit a photocopy of the page of your passport showing your photo and nationality. If you don't have a passport, please submit a copy of your National Identity Card or a certificate showing your name, birth date, and nationality. If you have dual nationality, please submit copies of both passports.
9	Other Documents	All	Submit other documents as required by a special agreement on student admission.
10	Examination Fee	All	<p>The examination fee must be paid in Japanese yen to the following bank account, and a document certifying that the payment is made must be submitted to the University. When paying by remittance from overseas, <b><u>please make sure that the remittance is made in the name of the applicant.</u></b> that exactly 17,000 yen is deposited into the account. Applicants must also pay any remittance charges for the bank transfer. Because an application cannot be accepted if the examination fee is not received in full due to the deduction of remittance fees, <b><u>make certain to inform the financial institution that the applicant will bear all remittance fees.</u></b> Some banks cannot directly transfer funds into the account specified by the University, and will need to use, intermediary financial institutions to complete the payment. Please note that the applicant will need to bear additional handling fees for intermediary financial institution in such cases.</p> <p>Bank Name: Mizuho Bank, Aizu Branch  Branch Number: 725  Account Number: 1178709  Name of Account Holder:  コウリツダイガクハウジン アイツダイガク  (Kouritsudaigakuhoujin Aizudaigaku)  The Public University Corporation, the University of Aizu  SWIFT Code: MHCBJPJT</p>

\*1 A balance of at least 3,000,000 yen for two years' expenses (Breakdown: Admission fees and other expenses 639,010 yen, two years' tuition 1,041,600 yen, estimate cost of living 1,000,000 yen.) is desirable.

#### **4. Points to Note**

- 1) Late or incomplete applications will not be accepted.
- 2) Once received, the application documents and the application fee will not be returned under any circumstances.
- 3) Once received, any changes in the contents of the application documents will not be accepted.
- 4) Any false statement found in the application documents will cause admission denial and subsequent refusal of acceptance to the University even if the student's admission has been previously approved.
- 5) If an applicant cannot fulfill the requirement made by "2. Application Eligibility" mentioned above, his/her admission will be denied.
- 6) In the cases of 4) and 5) above, application documents, application fee, and the admission fee will not be returned.

#### **5. Selection Process**

Applicants are selected based on their application documents, in principle. If there are any questions about your application eligibility, we will contact you via phone/E-mail, or conduct an interview online. Even if you pass the selection process, failure to meet enrollment requirements such as not receiving a Certificate of Eligibility for Resident Status due to a lack of ability to pay your expenses will result in the cancellation of an admission offer.

#### **6. Academic Year Status of Successful Applicants with Advanced Standing Admission**

Successful applicants with advanced standing admission will be regarded as the third-year students.

#### **7. Enrollment Date**

October 1, 2023

#### **8. Announcement of Successful Applicants**

##### **1) Method of Announcement of Successful Applicants**

The examinee numbers of successful applicants will be posted at the bulletin board in front of the Research Quadrangles at the University of Aizu, and applicants will be notified of the examination results via e-mail.

In addition, written notification will be sent to successful applicants. The examinee numbers of successful applicants will be posted on the University website for reference.

<https://u-aizu.ac.jp/en/admissions/undergraduate/result/>

##### **2) Date of Announcement of Successful Applicants**

**Around 11:00 AM (JST) Friday, June 16, 2023**

## 9. Admission Process

### 1) Admission Procedure

- a. Successful applicants shall be notified by mail, at which time applicants will receive a “Notification of Successful Results” and documents necessary for admission.
- b. The documents must be submitted by successful applicants in person or be mailed by air mail to the address described in 2) below. Successful applicants may ask a person residing in Japan to submit the documents on their behalf.

### 2) Send Documents for Admission Process to:

Student Recruiting Section (ICTG Program), Student Affairs Division, the University of Aizu  
Address: Tsuruga, Ikki-machi, Aizu-Wakamatsu City, Fukushima, 965-8580 JAPAN  
Phone: [+81] (242) 37-2701  
E-mail: sgu-admission@u-aizu.ac.jp

### 3) Enrollment Period

**Enrollment Deadline: 5:00 PM (JST) Friday, July 7, 2023**

Make sure to pay the admission fees, etc. well in advance of this deadline. Admission to the University may be revoked if payment cannot be confirmed by the deadline.

### 4) Admission Fees and Charges (one-time payment)

Payments for 2023 admission (expected amount) are as follows.

Admission Fee	Student Casualty and Accident Insurance	Comprehensive Insurance for International Students	Other Expenses	Total
564,000 yen*2	1,750 yen	3,260yen	70,000 yen	639,010 yen

\*2 282,000 yen in the event that the applicant, or the spouse or first-degree relative of the applicant, has had an address in Fukushima Prefecture for at least one year before the date of admission (October 1, 2023).

## 10. Annual Tuition Fee

The details of tuition (expected amount) are as follows.

	Amount	Payment Due	Payment Method
Tuition	520,800 yen	Tuition should be paid after enrollment in two installments of 260,400 yen on the days designated by the university after the end of October and after the end of April.	Please pay the amount by bank transfer into the bank account designated by the University of Aizu.

## 11. Recognition of Credits Earned Prior to Admission to the University

For students admitted through the advanced standing admission system, if the content of courses completed at the student's original university are recognized as equivalent to



those of courses offered at the University, the academic credits earned for the relevant courses can be recognized as those earned at the University, after deliberation by the Academic Affairs Committee.

## **12. Academic Residence Requirement and Enrollment Period Limit**

The period of academic residence required for graduation from the University will be two years for those admitted as third-year students, and students may not be enrolled for more than twice this period.

## **13. Other**

### **1) Immigration and Visa Procedures**

All immigration and residence procedures required to enroll in the University of Aizu must be completed before admission. The applicant is entirely liable if he or she is unable to actually be admitted to the University as a result of failing to complete immigration and other procedures. In such cases, submitted documents, payments made, etc. will not be returned.

Proof of admission is sometimes required in order to acquire a student visa. However, please note that proof of admission at the University of Aizu can only be provided after admission fees are paid and admission procedures are completed. Please confirm with your embassy ahead of time regarding the acquisition of student visas.

### **2) Scholarships**

Students chosen for the Top Global University Project Japanese Government Scholarship for International Students will be exempt from paying application fees, admission fees, and tuition. Financial aid from the Independent Administrative Institution Japan Student Services Organization (JASSO). Details will be provided at a briefing session after admission.

### **3) Housing**

The University of Aizu has on-campus housing in the form of Somei House, a dormitory aimed at supporting student's studies. Residency in Somei House is selective. Besides Somei House, there are boarding houses, apartments, etc. targeted at students available around the city. For more information, visit the University of Aizu homepage.

<https://u-aizu.ac.jp/en/campus/apartment/>

## **14. Handling of Personal Information**

Personal information is handled in accordance with the "Act on the Protection of Personal Information Held by Administrative Organs" and "Regulation on the Protection, Etc. of Personal Information Handled by The Public University Corporation, The University of Aizu."

- 1) The personal information, including the applicant's name, address, etc., obtained during the course of the application procedure will be used for 1) selections of applicants

- (application processing, screening), 2) announcement of successful applicants, and 3) administrative work related to the admissions procedures.
- 2) Examination results used for selection of applicants may be used for the purposes of post-admission education and instruction as well as the creation of materials for future selection methods.
- 3) Personal information obtained in the course of the application procedure and the examination results used for selection of applicants may be used, to the extent they relate to admitted students, for the purpose of 1) academic affairs (learning support, etc.), 2) student support (registration, health management, career support, tuition exemption/scholarship application, dorm residency screening), and 3) tasks related to the collection of tuition.

**<Notification of Changes to Application Guidelines and Contingencies>**

The dates and other details of the selection are subject to change due to the COVID-19 pandemic. In the event of any changes to the content of these application guidelines or disasters and other contingencies, we will promptly provide the information via the following website or other means. As such, you are asked to frequently check the website to obtain the latest information, particularly before submitting your application and before the examination.

[Visit the “Prospective Students & Parents” pages shown on the top page of the official University of Aizu web site.]

“Prospective Students & Parents” <https://u-aizu.ac.jp/en/forprospective/>