



Application Guideline for Exchange Student

Tokyo International University E-Track Program

For 2022 Fall

International Exchange Office (IEO): etrack-student@tiu.ac.jp

@Email

E-Track Academic Affairs Office (ETA AO): etrack-academics@tiu.ac.jp

Deadline

01

Nomination by your institution

If you wish to join TIU as an exchange student, you need to be nominated by your institution. Please contact study abroad coordinator at your institution.



April 8, 2022

02

Submit Application Documents

1. Online Application Form

2. Photo (This photo will be used for your student ID)
3. Passport copy (photo page)
4. Certificate of Enrollment (Issued by your home institution)
5. Official Transcript (Issued by your home institution)
6. Proof of English Proficiency
7. Statement of Purpose (approx. 500 words)
8. Letter of Recommendation



April 20, 2022

03

Receive the Result & Matriculation Documents

1. Notice of Admission
2. Information for COE/Visa Applications
3. Oath
4. Certificate of Health
5. Course Request List, Course List

04

Submit Visa Related Documents

How and where to submit the necessary documents will be instructed in the "Information for COE/Visa Application".

05

Submit the Matriculation Documents

1. Course Request List
2. Oath.....
3. Certificate of Health...

ETA AO will inform you whether or not the courses you requested will be offered during the semester you are enrolled in.

06

Receive the Schedule

1. Orientation Schedule
2. Housing Information (Only if you apply)
3. Welcome Service Request Form (Only if you are going to live at the dormitory)

07

Receive the COE and Apply for Visa

Once your COE is issued by the immigration Bureau of Japan, the COE will be mailed to your home address. Then, you can go to the closest Japanese Embassy or Consulate and have the visa issued/stamped in your passport.

Book your flight and fly to JAPAN!

