

Aishin International Business College

How to Apply Online

Thank you for your interest in our school.

Please read this guide and follow the steps to complete your online application.

1. Make an Account

① If you are applying online for the first time, click “**First-Time Applicant.**”

Enter:

- Your name **in English**
- Your email address
- A password that you choose

② After you make an account, you can save your application.

If you stop your application before finishing, you can log in again later and continue from where you stopped.

2. Pay the Application Fee

(Please see Page 3 of the Application Guidelines.)

Please pay the application fee to the school's bank account **before you apply online.**

After you pay, please **keep the receipt.**

3. Prepare Your Documents

① The questions on the online application are almost the same as the questions on the paper application form.

We recommend writing your answers on the **paper application form first.**

This will make the online application easier and help you avoid mistakes.

② Please prepare the documents that you need to upload.

- Your **photo**: JPG or PNG
- Other documents: **PDF**

The documents you need are listed as **No. ③–■ on Page 4** of the Application Guidelines.

Note: The school will tell you later when and how to show or submit the original documents.

4. Complete the Online Application

4-1. Choose Your Application Type

Please choose one:

- **Comprehensive Selection (■■■)**
- **General Application (■■■)**
- **Designated School Recommendation (■■■■)**

Comprehensive Selection (■■■)

This is for students who:

- joined the school's Open Campus or information session
- completed the pre-entry process

Application period: September 1 – September 30, 2026

General Application (■■■■)

You do **not** need to join an Open Campus.

Application period: October 1, 2026 – March 31, 2027

Designated School Recommendation (■■■■■)

More information will be given **from October**.

4-2. Enter Your Information

Please complete each section one by one.

- 1 **Your Information**
- 2 **Parent/Guardian Information**
- 3 **School History**
- 4 **Japanese Language Ability**
- 5 **Residence Status**
- 6 **Reason for Applying**
- 7 **Who Pays for Your School and Living Expenses**
- 8 **University / Junior College Application**
- 9 **Upload Documents**
- 10 **Final Check and Submit**

At the bottom of each section, you will see: **Save** and **Save and Go to Next**.

Please click one of these buttons.

If you stop your application, you can come back later and continue from where you stopped.

Important

Unless the school tells you otherwise, please enter all information **in Japanese**.

Please enter your **address correctly in Japanese kanji**.

About the “Reason for Applying”

Please write your own reason for applying.

Please do not copy another person's writing or use AI to write it for you.

If the school finds that you copied someone else's writing, your application may be **rejected**. Even after you pass, your acceptance may be **cancelled**.

4-3. Upload Your Documents

Please upload:

- **Photo:** JPG or PNG
- **Other documents:** PDF

Please make sure all documents are **clear and easy to read**.

4-4. Check and Submit

Before you submit your application, please check:

- All information you entered
- All uploaded documents

If everything is correct, click **“Submit Application.”**

Please check everything carefully before you submit.

5. After You Apply

After you submit your application, the school may send you a message.

The school will check your information and documents.

If there is a problem or something is missing, the school will send a message to your **My Page**.

Please check your **My Page regularly** after you apply.