

Graduate School of Global Governance

Checklist for Application Documents

Name	
-------------	--

*Please check(✓) the box for the application documents that you have enclosed.

Necessary documents	
<input type="checkbox"/>	(1) Checklist for Application Documents
<input type="checkbox"/>	(2) Application Form 1 with ID-photo attached [for Non-Japanese students]
<input type="checkbox"/>	(3) Application Form 1 with ID-photo attached [for Japanese students]
<input type="checkbox"/>	(4) Application Form 2 (Form B-D)
<input type="checkbox"/>	(5) ID Photo ※Need to submit another ID-photo besides the one attached to Application Form 1
<input type="checkbox"/>	(6) Research Proposal
<input type="checkbox"/>	(7) Original of Certificates of (expected) Graduation and Degree ※Please fill in the "Application Date" and "Application Number".
<input type="checkbox"/>	(8) Original of Official Academic Transcripts ※Please fill in the "Application Date".
<input type="checkbox"/>	(9) Copy of Master's Thesis
<input type="checkbox"/>	(10) Outline of Master's Thesis (three copies)
<input type="checkbox"/>	(11) Copy of Peer-Reviewed Publication in Academic Journals ※Submission is not indispensable but highly recommended
<input type="checkbox"/>	(12) Proof of English Language Proficiency [for applicants whose first language is not English] ※Please fill in the "Test Date", "Application Date" and "Appointment number".
<input type="checkbox"/>	(13) Two Letters of Recommendation (SEALED)
<input type="checkbox"/>	(14) Copy of Passport [for Non-Japanese students]
<input type="checkbox"/>	(15) Copy of Residence Card [for Non-Japanese students residing in Japan]
<input type="checkbox"/>	(16) Statement of Financial Resources [for Non-Japanese students]
<input type="checkbox"/>	(17) Copy of Application for Remittance [for those who remit screening fee from overseas]
<input type="checkbox"/>	(18) Certificate of Dispatch [for applicants from official institutions]

Please check and fill the information if you use TOEF iBT® score.

	Name of Certificate	Test Date	Application Date	Appointment number (Registration number)
<input type="checkbox"/>	Official (Institutional) Score Report			

Please check and fill the information of verification if you ask Certificate Institution to issue certificates.

	Name of Certificate	Application Date	Application Number
<input type="checkbox"/>	Graduation and Degree Certificates 【CDGDC】		
<input type="checkbox"/>	Academic Transcripts 【CHESICC】or 【CHSI Agency in Japan】		/