

Graduate School of Global Governance

Checklist for Application Documents

Name	
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*Please check(✓) the box for the application documents that you prepared.

Necessary Documents	
<input type="checkbox"/>	(1) Checklist for Application Documents
<input type="checkbox"/>	(2) Application Form 1 with ID-photo attached [for international students]
<input type="checkbox"/>	(3) Application Form 1 with ID-photo attached [for Japanese students]
<input type="checkbox"/>	(4) Appendix to Application Form 1
<input type="checkbox"/>	(5) Application Form 2 (Form B-D)
<input type="checkbox"/>	(6) ID Photo ※Need to submit another ID-photo besides the one attached to Application Form 1
<input type="checkbox"/>	(7) Research Proposal
<input type="checkbox"/>	(8) Official Certificates of (Expected) Graduation and Degree ※CHSI applicants should fill in the "Application Date" below.
<input type="checkbox"/>	(9) Official Academic Transcripts ※CHSI or CHSI Agency in Japan applicants should fill in the "Application Date" below.
<input type="checkbox"/>	(10) Copy of Master's Thesis
<input type="checkbox"/>	(11) Summary of Master's Thesis (three copies)
<input type="checkbox"/>	(12) Copy of Peer-Reviewed Publication in Academic Journals [NOT Mandatory] ※Submission is not indispensable but highly recommended
<input type="checkbox"/>	(13) Proof of English Language Proficiency [for applicants whose first language is not English] ※TOEFL applicants should fill in the "Test Date", "Application Date" and "Appointment Number(Registration Number)" below.
<input type="checkbox"/>	(14) Two Letters of Recommendation (SEALED) ※Recomenders must directly send the letters to the Graduate School of Meiji University.
<input type="checkbox"/>	(15) Copy of Passport [for International students]
<input type="checkbox"/>	(16) Copy of Residence Card (both front and back) [for international students residing in Japan]
<input type="checkbox"/>	(17) Statement of Financial Resources [for international students]
<input type="checkbox"/>	(18) Copy of Application for Remittance [for those who remit screening fee from overseas]
<input type="checkbox"/>	(19) Certificate of Dispatched Applicants [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
<input type="checkbox"/>	Graduation and Degree Certificates 【CHSI】	
<input type="checkbox"/>	Academic Transcripts 【CHSI】or 【CHSI Agency in Japan】	