

Application Procedures of Research Students Applicants living outside Japan

Name :

Required documents for application (Deadline: 4 months before enrollment)	Done
① Application for Enrollment as a Research Student (prescribed forms)	
② Personal History for Enrollment as a Research Student (Prescribed form)	
③ (Graduates) Original record of Graduation certificate issued by the university attended (School seal is required.) * 1	
③' (Expected Graduates) Original certificate of Expected graduation issued by the university attended (School seal is required.) * 1	
④ Original copy of Academic transcript issued by the university attended (School seal is required.) * 1	
⑤ Recommendation Letter issued by the Dean of the Faculty or your supervisor at the university attended (School seal, title and signature of recommender are required.)	
⑥ Copy of Passport (the photo page) or Official document that certifies your nationality	
⑦ Copy of Certificate of English or Japanese communication ability [TOEIC score of 420 or above, TOEFL PBT score of 443 or above, TOEFL iBT score of 43 or above, or JLPT N2 level or above]	
⑧ 1 Photo for Student ID card (Submit a digital image JPEG, more than width×height -228×300pixel)	
⑨ Application Fee (¥9,800)	
Remarks Those who have graduated or expect to graduate from the university in China (not including Taiwan, Hong Kong and Macau) must also submit the following documents: Graduates: 1. Online Verification Report of Higher Education Qualification Certificate or 教育部学历证书电子注册备案表 2. The certified copy of 毕业证书 and 学位证书 at the university attended. Expected Graduates: 1. Online Verification Report of Student Record or 教育部学籍在线验证报告	
Entrance procedures after coming to Japan	Done
⑩ Receipt of Payment for Admission Fee (¥84,600)	
⑪ (Applicants who were expected to graduate at the time of application) Original record of Graduation certificate issued by the university attended * 1	
⑫ (Applicants who were expected to graduate at the time of application) Original copy of the final academic transcript issued by the university attended (School seal is required.) * 1	
⑬ Student Information Registration Sheet	
⑭ 1 Copy of Residence Card	
Remarks Applicants who were expected to graduate at the time of application and graduated from the university in China must also submit the following documents: 1. Online Verification Report of Higher Education Qualification Certificate or 教育部学历证书电子注册备案表 (※Must be valid for 6 month beyond the submitted date) 2. The certified copy of 毕业证书 and 学位证书 at the university attended.	

※ **Graduation certificate and Academic transcript** — Students wishing to be admitted into either the Master's or Doctoral program must submit the transcript of Graduation certificate and Academic transcript issued by the university attended. **So, please prepare a few transcripts before coming to Japan.**

※ **TOEIC score of 420 or above** — Students wishing to be admitted into either the Master's Course must submit TOEIC score sheet. So, please prepare it before application.

* 1 Documents written in a language other than Japanese or English must be accompanied by a Japanese translation. The name, status, and contact address of the translator should be specified in the translation.