

Application documents Checklist

●Whether you bring or send application materials by mail, please attach “Address sheet for submitting your application” to the envelope.

【For all applicants】

Type of document		✓
①	Application Form (print out from the “Application Site”)	
②	Curriculum vitae (Japanese applicants: Form 1, International applicants: Form 2)	
③	Research proposal (Form 3)	
④	Declaration of applicable specific categories (Japanese applicants: Form 8, International applicants: Form 9)	

【For selected applicants】

Type of document		Who must submit	✓
①	Certificate of Completion	Applicants who have completed an M.S. program (or the first half of a program leading to a Ph.D. degree)	
②	Certificate of Prospective Completion	Applicants who have not completed but will complete an M.S. program (or the first half of a program leading to a Ph.D. degree) by the time of admission.	
③	Letter of Eligibility Approval	Applicants who are approved in Category vii) and viii).	
④	Academic Transcript	Applicants who have completed or will complete an M.S. program or who are approved as Category vii. Applicants who are approved as Category viii do not have to resubmit the transcript.	
⑤	Summary of master’s thesis (Form 4)	Applicants who have completed or will complete an M.S. program (or the first half of a program leading to a Ph.D. degree) by the time of admission.	
⑥	Permission for application (Form 5)	Applicants currently employed must submit.	
⑦	Statement of Research Achievement (Form 7)	Applicants currently employed must submit. Applicants who are approved as Category vii and viii do not have to resubmit.	
⑧	Copy of a residence card or short-stay visa	International applicants who are staying in Japan at the time of application.	
⑨	Official Score Certificate of English Proficiency Test	Applicants who have taken TOEFL or TOEIC or other examinations from an external organization submit the score. Applicants who are approved as Category vii) and viii) do not have to resubmit it.	