

### Application Materials Checklist

(Please enclose this checklist in your application)

Applicant's name: \_\_\_\_\_

Check the items you enclosed.

(If you're also applying for other programs, please enclose duplicates in the same envelope.)

- Application forms & Essay (3 pages)
- Official Transcripts from (school names):
  - 1. \_\_\_\_\_
  - 2. \_\_\_\_\_ (if you have been to multiple schools)
  - 3. \_\_\_\_\_ (if you have been to multiple schools)
- Certificate of (expected) graduation
- IB predicted grades report (if applicable)
- Recommendation Letters from (teacher names):
  - 1. \_\_\_\_\_
    - Enclosed     Shipped to Sophia
  - 2. \_\_\_\_\_
    - Enclosed     Shipped to Sophia
- Photocopy of passport (for foreign passport holders)

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Please double-check the following:

- I have paid the application fee of 35,000 yen
- I have requested that my official     TOEFL or     IELTS scores be sent directly to Sophia (if applicable).
  - When?         During test registration        IELTS Test Report Form #: \_\_\_\_\_
  - After test registration        Date you requested: \_\_\_\_\_
- I have requested that my official     Old SAT /     Redesigned SAT /     ACT scores/
  - IB diploma/     GCE A-levels be sent directly to Sophia (if applicable).
  - When?         During test registration
  - After test registration        Date you requested: \_\_\_\_\_
- I'm also applying for     SPSF /     Science and Technology and enclosed duplicates (if applicable).
- Message, if any