

## 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 (3 pages)
- Essay
- 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)

\*\*\*\*\*

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

After test registration      Date you requested: \_\_\_\_\_

\*IELTS Test Report Form #: \_\_\_\_\_
- I have requested that my official  Old SAT /  Redesigned SAT /  ACT scores /  IB diploma be sent directly to Sophia. (if applicable)
 

When?  During test registration

After test registration      Date you requested: \_\_\_\_\_
- I'm also applying for  FLA/  Science and Technology and enclosed duplicates (if applicable).
- Message, if any