

## Application Materials Checklist

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

Intended Track (check one): ☐ English Track ☐ Japanese Intensive Track \_\_\_\_\_

Document	How to submit
Application forms (3 pages downloaded from MyPage)	<input type="checkbox"/> Uploaded
Essay	<input type="checkbox"/> Uploaded
Official Transcripts (Indicate the school below): 1. _____ 2. _____ (if you have been to multiple schools) 3. _____ (if you have been to multiple schools)	<input type="checkbox"/> Uploaded by the school <input type="checkbox"/> Sent from school via post <input type="checkbox"/> Sent from school via email
Recommendation Letters (Indicate the referees below): 1. _____ 2. _____	<input type="checkbox"/> Uploaded by the referee
Proof of English Proficiency <input type="checkbox"/> TOEFL (Date of request: _____ ) <input type="checkbox"/> IELTS (Date of request: _____ ) (Accepted only for Japanese Intensive Track) <input type="checkbox"/> TOEIC (Date of request: _____ )	<input type="checkbox"/> Sent from test institution _____ <input type="checkbox"/> Sent from test institution
Proof of Japanese Proficiency (Only required for Japanese Intensive Track applicants) <input type="checkbox"/> JLPT (Date of request: _____ ) <input type="checkbox"/> J.Test (Date of request: _____ ) <input type="checkbox"/> University Transcripts (Date of request: _____ )	<input type="checkbox"/> Uploaded <input type="checkbox"/> Sent from test institution/ university
Photocopy of passport (for foreign passport holders only)	<input type="checkbox"/> Uploaded
Certificate of Health	<input type="checkbox"/> Uploaded
Standardized Test Scores (Optional • Indicate the test below) 1. _____	<input type="checkbox"/> Sent from test institution
Application Materials Checklist (this form)	<input type="checkbox"/> Uploaded

☐ I have paid the application fee.

☐ Message, if any: