

List of Application Documents to be submitted

- **The deadline for submission is the end of Dec. 2023.**
- All submitted documents should be photocopied in A4.
- Please order the documents by number.
- Participants need to bring original copy of documents when you come to Japan.

No	Document	Original / Certified Sets		Copy of Original / Certified Sets		Remarks
		Required	Submitted (Check in)	Required	Submitted (Check in)	
1	Application Form (Annex1)	1				* Please use clip, do not staple. * Please paste photo on it.
2	Graduation certificate (Officially certified copy)			1		* Prepare the <u>undergraduate</u> certificate if you apply master's course. Also, prepare the <u>master's</u> one if you apply doctor's course. * Written in English or accompanied with official translation in English. * Submit <u>officially certified copy</u> of the original (<u>Notary Seal</u> must be stamped for clarification). * Submitted certificate will not be returned to the applicants.
3	Academic Transcript (Officially certified copy)			1		* Prepare the <u>undergraduate</u> transcript if you apply master's course. Also, prepare the <u>master's</u> one if you apply doctor's course. * Written in English or accompanied with official translation in English. * Submit <u>officially certified copy</u> of the original (<u>Notary Seal</u> must be stamped for clarification). * Must contain all the grades earned in the university. * Submitted certificate will not be returned to the applicants.
4	Recommendation letter (Annex2)			1		A letter of recommendation with original signature or seal from home country's government.
5	A copy of Passport with photo			1		If you do not have Passport, National ID and birth certificate are acceptable. *(Official translation for non-English documents must be attached.)
6	Score of English proficiency examination			1		*Submit any one of the scores of TOEFL, IELTS or TOEIC. * If you have any problem or question, please contact to JICA.
7	List of Application Documents to be submitted (This form)			1		Please put a check in the box and submit this document.