

Undergraduate Admission for International Students Submitted Documents Check List

1. Carefully review the precautions when preparing your documents.
2. Prepare all your documents in either Japanese or English.
If the document is in other languages, please attach a Japanese/English translation.
3. If there is a document you cannot submit, please attach a brief that explains the reasons.
4. Those who wish to have the original documents returned, please specify the documents and the address you want the documents to be sent to. Those documents will be returned after the screening.

Name:

Check	Documents to be submitted
Documents regarding application and high school	
	Submitted Documents Check list (form specified)
	Application Form (form specified)
	Photo (4cm×3cm) *two photos apart from the one pasted on the application form
	High School Transcript (original copy)
	IERF Detail Report *applicants for FILA
	Certificate of high school graduation (original copy)
	Recommendation Letter (form specified)
Certificate of Academic Achievements (one of the following)	
	Academic transcript of the Standardized Examination (original copy)
	Detail Report from IERF (*for those from a country without standardized examination)
Certificate of English proficiency (for those from non-English speaking country. Choose one of the following)	
	English score on the Standardized Examination (original copy)
	TOEIC, TOEFL, or IELTS score (original copy)
	Others (e.g. English grade on high school transcript etc.)
Certificate of Japanese proficiency (documents will be used to determine the necessity of the Preparatory Japanese Language Program. Chose one of the following)	
	Academic transcript of EJU (original copy)
	Academic transcript of JLPT (original copy)
Financial Statement (documents differ depending on the financial supporter, so please closely review the admissions guideline)	
Documents to be submitted by all	
	Demonstrate evidence of financial support (form specified)
	Application fee payment receipt
●If funded by the applicant	
	Original official bank letter of the applicant
●If funded by family	
	Original official bank letter of the sponsor
	Proof of employment
	Sponsor's official income certificate
	Document certifying the sponsor's relationship to the applicant (e.g. a copy of family register, certificate of residence, etc.)
●If funded by scholarship	
	Original scholarship letter stating the amount, duration, and name of the organization offering the scholarship
●If funded by a sponsor that lives in Japan	
	A tax certificate with the total amount of the sponsor's income (photocopy of income tax certificate, tax deduction certificate, etc.)
	Proof of employment (if it's an independent business, please submit a copy of the company register, tax withholding statement, etc.)
	Certificate of residence
	Certifying document of the sponsor's relationship to the applicant