

Form #1

CHECKLIST FOR THE ITASIA PROGRAM 2017

Name: _____ Mr. Ms.
 Family name First name Middle name

Program: M.A.S. Ph.D.

I am enclosing my application and required documents to the ITASIA program for the 2017 academic year.

Documents				Check		
(1)	Original CHECKLIST (Form #1; this sheet)		1 original			
(2)	Original APPLICATION (Form #2)		1 original			
(3)	Applicants for M.A.S. Program	Either, Official certificate of graduation and receipt of degree *Please do not send the original diploma.	Bachelor's	1 original		
		or, Official statement of anticipated graduation from university	Bachelor's	1 original		
	Applicants for Ph.D. Program	Official certificate of graduation and receipt of degree *Please do not send the original diploma.	Bachelor's	1 original		
		Either, Official certificate of graduation and receipt of degree *Please do not send the original diploma. or, Official statement of anticipated graduation	Master's	1 original		
(4)	Certified transcript/academic record and (if available) GPA		Bachelor's	1 original		
			*GPA	1 original		
	Applicants for Ph.D. Program	Certified transcript/academic record and (if available) GPA		Master's	1 original	
				*GPA	1 original	
(5)	Non-native speaker of English	TOEFL Official Score Report must be sent by ETS directly to the Graduate School of Interdisciplinary Information Studies, the University of Tokyo (Institution Code: 0440). (An Examinee's Score Record is not acceptable.) Applicants must explicitly request the submission early enough taking into consideration the time required for processing and handling, and write the date of the request in the right column. (Supportive evidence may be required later.) The application will not be reviewed without the arrival of the Official Score Report.	Month: Day: Year:			
(6)	GRE General Test Official Score Report must be sent by ETS directly to the Graduate School of Interdisciplinary Information Studies, the University of Tokyo (Institution Code: 3560). (An Examinee's Score Record is not acceptable.) Applicants must explicitly request the submission early enough taking into consideration the time required for processing and handling, and write the date of the request in the right column. (Supportive evidence may be required later.) The application will not be reviewed without the arrival of the Official Score Report.		Month: Day: Year:			

* This PDF file includes form fields. You may type in the fields using Adobe Reader before printing this out, except the Signature and Date.

(7)	Signed and sealed employer reference (optional)		1 original	
(8)	At least one sample of representative research work (This sample must be submitted not only in a paper format but also as a PDF file that is burned on a CD, DVD, or USB media, unless the sample is a publication with an ISBN. The PDF file must contain accessible text data of the sample inside.)		1 copy	
(9)	List of publications (if applicable)		1 original	
(10)	Copy of census register, passport, or other proof of citizenship *Please do not send the original.		1 copy	
(11)	3 sealed envelopes, each of which includes 1 original Form #3 and 1 original letter of recommendation *They may be sent directly by the recommender to the ITASIA Admissions Office. The application will not be reviewed without the letters of recommendation.		enclosed	
			sent directly	
(12)	Japanese–Language Proficiency Test Result (optional)		1 copy	
(13)	3 passport–style photographs (height 4cm x width 3cm) * Please write your name on the back of each photograph.		3 photos	
(14)	Applicants who remitted the examination fee at a bank in Japan using Form #4	Original Certificate of Remittance (Portion C of Form #4)	1 original	
	Applicants who remitted the examination fee by the online method	Printed “Result” page (Please see the separate instruction in ITASIA website.)	1 original	
(15)	Applicants who have applied for or are planning to apply for the Chinese Government Graduate Student Overseas Study Program (国家建设高水平大学公派研究生项目)	Additional Form for Chinese Government Graduate Student Overseas Study Program (国家建设高水平大学公派研究生项目) Applicant (Form #5)	1 original	
	Additional notes:			

(Any applicant who is found to have provided false information at the time of application will be required to withdraw from this program.)

I certify that the statements on my application documents are true and correct.

Signature: _____

Date: _____