

## Checklist for The Entrance Examination for International Students

Please put "✓" in the left hand side cell and submit with other application forms.

Name \_\_\_\_\_

<input checked="" type="checkbox"/>	Form	Documents	Form provided by Hokkaido University?	What to submit	Remarks
<input type="checkbox"/>	<b>A</b>	Application form Curriculum vitae	Yes	Original	Two-sided printing is required. <b>Please make sure to confirm the details with your expected supervisor, including those related to item 4: Scholarship &amp; Selection.</b>
<input type="checkbox"/>	<b>B</b>	Evaluation report from the expected supervisor			This form must be completed by your expected supervisor. It may also be submitted directly to the administrative office by the supervisor.
<input type="checkbox"/>	<b>C</b>	Medical certificate			To be officially issued by a licensed medical professional, using the designated format, within six months prior to submission.
<input type="checkbox"/>	<b>D</b>	Short essay, Research plan, Career plan			Applicants are permitted to consult with their expected supervisor regarding the "Research plan"; however, <b>all application documents must be prepared and written by the applicants themselves.</b>
<input type="checkbox"/>	<b>E</b>	Report on scientific and academic activities, Summary of Bachelor's and/or Master's thesis			Please complete the form in accordance with the provided instructions.
<input type="checkbox"/>	<b>F</b>	<ul style="list-style-type: none"> <li>English proficiency</li> <li>English score certificate</li> </ul>	English proficiency: yes; English score certificate: no	Original	Exemption conditions apply. <b>Please refer to <u>"*Note 1"</u> on the next page.</b>
<input type="checkbox"/>	<b>G</b>	Two letters of recommendation to the President of Hokkaido University	<ul style="list-style-type: none"> <li><b>Letter 1:</b> Letter to the President of Hokkaido University from the Dean or Head of the applicant's institution/employing body.</li> <li><b>Letter 2:</b> Letter to the President of Hokkaido University from the applicant's supervising professor, other teaching staff, or a supervisor in the employing body who has knowledge of applicant. Information about the applicant's educational excellence with the details (e.g. GPA, ranking in his/her university, received awards) should be included.</li> </ul>		
<input type="checkbox"/>	<b>H</b>	All past official academic transcripts	For undergraduate and/or postgraduate studies in the university.		
<input type="checkbox"/>	<b>I</b>	Original certificate of degree conferral (Bachelor's and/or Master's) or graduation issued by the university	No	Officially issued copy by the university	Must show the completed or expected graduation date. <b>Please refer to <u>"*Note 2"</u> on the next page</b> if you graduated or will graduate from a university in China (excluding Taiwan, Hong Kong, and Macau).
<input type="checkbox"/>	<b>J</b>	Photocopy of passport or certificate of citizenship or proof of residence in the applicant's home country		Photocopy	None
<input type="checkbox"/>	<b>K</b>	Three photographs taken within the last six months		Photograph	These taken within the last six months (two 30mm × 25mm and one 40mm × 30mm) must be submitted in an envelope. The photographs should show the applicant's upper front view without a hat or cap. Please write the applicant's name and nationality on the back of each photo. (These are required for the application form, student ID card, and application for Certificate of Eligibility.)
<input type="checkbox"/>	<b>L</b>	Documents for the applicant qualification screening	Yes	Original	Documents required only for applicable applicants.

**\*Note 1:** In principle, all applicants of all examination categories are required to submit a score from an external English test, together with the other application forms for Entrance Examination. A minimum TOEFL iBT score of 55 or an equivalent score from other English tests (within 2 years before the date of the Entrance Examination) is required for application. Please note that MEXT scholarship applicants are required to submit one of the original official test scores above the minimum requirement (TOEFL-iBT 72, IELTS 5.5).

Scores in each of the four skills of listening, reading, writing, and speaking are required to be equivalent to at least level B2 on the Common European Framework of Reference for Languages (CEFR). Therefore, all potential applicants for Graduate School of Veterinary Medicine/Infectious Diseases are advised to plan to obtain a score of external English tests well in advance.

Applicants who have received five years or more of their higher education (at university or college) in English as their primary language of instruction are exempt from submitting an external English test score. Those who wish to be exempted must submit the Certification of Language of Instruction in Higher Education in **Form F**.

※ **Having learned English as a foreign language for five years or more does not satisfy the above exemption requirement.**

**\*Note 2:** Those who graduated or will graduate from a university in China (excluding Taiwan, Hong Kong and Macau) must submit the following documents in addition to a Certificate of (Expected) Graduation.

**Graduates:**

- a) Online Verification Report of Higher Education Qualification Certificate (教育部学历证书电子注册备案表)
- b) Graduation Diploma (毕业证书) and Degree Diploma (学位证书)

**Expected Graduates:**

- a) Online Verification Report of Student Record (教育部学籍在线验证报告)
- b) Certificate of Expected Graduation

Obtain documents “a)” above by requesting it at “中国高等教育学历证书查询”: <http://www.chsi.com.cn/xlcx/bgys.jsp>. Also be sure that there are 15 or more days left until the expiration date of the online verification at the time of its submission.

## Final Check

<input checked="" type="checkbox"/>	
<input type="checkbox"/>	I wrote my name the same as my passport on the documents.
<input type="checkbox"/>	I entered my name with capital letters on the application forms.
<input type="checkbox"/>	I was born after 2 April, 1991 (for applicants who intend to apply for <u>MEXT scholarship in this application</u> ).
<input type="checkbox"/>	I was born after 2 April, 1986 (for applicants who intend to apply for the <u>WISE Program Scholarship in this application</u> ).
<input type="checkbox"/>	I fulfill educational background criteria in 5-1 of guidelines.
<input type="checkbox"/>	I prepared two recommendation letters according to the instructions above.
<input type="checkbox"/>	I attached certified Japanese or English translations with official seal for documents written other than Japanese or English.
<input type="checkbox"/>	I didn't use staples to bind documents.

**This checklist must be submitted.**