

CHECKLIST OF CERTIFICATORY DOCUMENTS FOR GRADUATES OF CHINESE UNIVERSITIES (Regular entrance into the Master's program)

For applicants who have graduated from an institution of higher education (either at the undergraduate level), and have obtained the consequent degree, please be sure to place a check ✓ in the appropriate check box for **each** of the four sections below.

Program to which you are applying:	
Your full name:	
Name of university from which you graduated:	
Name of undergraduate department from which you graduated:	

1. Official transcripts (Place a check ✓ in the appropriate box)

Method of submission	Undergrad.	Type of documentation
Original (hard copy) document	<input type="checkbox"/>	Certificatory document issued either in English or Japanese by the university (undergraduate or graduate program) from which I graduated.
	<input type="checkbox"/>	Certificatory document issued in Chinese (and accompanied by an official notarization of translation) by the university (undergraduate or graduate program) from which I graduated. (Note: In this case, you must submit three separate documents: the Chinese original, a translation either into Japanese or English, and an official notarization of translation.)
	<input type="checkbox"/>	English-language version of your Verification Report of China Higher Education Student's Academic Transcript issued by the Japanese Agency for the CHSI Center for Verification of Chinese Educational History and Current Enrollment Status.

2. Proof of graduation (Place a check ✓ in the appropriate box)

Method of submission	Undergrad.	Type of documentation
Original (hard copy) document	<input type="checkbox"/>	Certificatory document issued either in English or Japanese by the university (undergraduate or graduate program) from which I graduated.
	<input type="checkbox"/>	Certificatory document issued in Chinese (and accompanied by an official notarization of translation) by the university (undergraduate or graduate program) from which I graduated. (Note: In this case, you must submit three separate documents: the Chinese original, a translation either into Japanese or English, and an official notarization of translation.)
	<input type="checkbox"/>	English-language version of your Verification Report of China Higher Education Student's Academic Transcript issued by either the Chinese Governmental Center for Verification of Educational History (中国政府學歷認證センター) or the Japanese Agency for the CHSI Center for Verification of Chinese Educational History and Current Enrollment Status (CHSI 中国學歷・学籍認證センター 日本代理機構).

3. Proof of degree obtained (Place a check ✓ in the appropriate box)

Method of submission	Undergrad.	Type of documentation
Original (hard copy) document	<input type="checkbox"/>	Certificatory document issued either in English or Japanese by the university (undergraduate or graduate program) from which I graduated.
	<input type="checkbox"/>	Certificatory document issued in Chinese (and accompanied by an official notarization of translation) by the university (undergraduate or graduate program) from which I graduated. (Note: In this case, you must submit three separate documents: the Chinese original, a translation either into Japanese or English, and an official notarization of translation.)
	<input type="checkbox"/>	Please have an English-language version of your Credentials Report (認証報告), issued by the CDGDC (China Academic Degrees and Graduate Education Development Center), e-mailed directly to the following address: toyama-adm@list.waseda.jp

4. Online Verification Report of Higher Education Qualification Certificate

※Must be submitted by all applicants

Method of submission	Undergrad.	Type of documentation
E-mailed directly	<input type="checkbox"/>	Online Verification Report of Higher Education Qualification Certificate e-mailed to us directly from CHSI (CHESICC). ※ Note: This document is <u>not</u> the same as the Verification Report of China Higher Education Student's Academic Transcript. (E-mail address : toyama-adm@list.waseda.jp)