**Master’s program【For General Applicants】**

**Graduate School of Economics Waseda University**

**Application Document Check list**

Please submit all the materials from A to P shown below and mark ✓ for submitted documents on the following list.

|  |  |  |
| --- | --- | --- |
| Item | Tick  ✔ | Applicants Required to Submit the Documents |
| Print-out of Application Form page |  | **All applicants** |
| Education Background Evaluation Form |  | If applicable |
| Agreement regarding Oral Examination through Web Conference System |  | If applicable |
| Certification of Graduation (Diploma) or  Degree Certificate |  | **All applicants※** |
| Verification Report of China Higher Education Qualification Certificate |  | Only applicable for applicants who have graduated from a university or college in China |
| Academic Transcripts |  | **All applicants** |
| Statement of Purpose |  | **All applicants** |
| Color Photo x3 |  | **All applicants** |
| GMAT/GRE |  | **All applicants**  **(either)** |
| TOFEL/TOEIC/IELTS Score Report  +  Academic transcript includes Calculus, Liner Algebra, Statistics |  |
| Research Output  (Graduation thesis, etc.) |  | **All applicants** |
| Recommendation Letter x2 |  | **All applicants** |
| Copy of Passport |  | If applicable |
| Residence Card /  Certificate of Residence |  | Only applicable for applicants who are not Japanese nationals but resident in Japan when applying |
| Request Form for Return of Submitted Materials |  | If applicable |
| Application Documents Checklist |  | **All applicants** |
| Completed Overseas Remittance Request Form |  | If applicable |
| Receipt of the payment of application fees /  Copy of overseas remittance |  | **All applicants** |

**※Applicants who have graduated from a university or college in China need to submit both Diploma and Degree Certificate.**

【NOTE】Please submit a completed Application Documents Checklist along with your application documents to ensure that all necessary documentation has been enclosed. Any uncompleted documents will not be accepted without proper reason.