Graduate School of Political Science Waseda University Master's Degree Program
Application Documents Check List

Check☑	Documents	Notification
☐	Application Form	Write your name in ballpoint pen on the back of the photo and paste one of them on the prescribed place on the application form. Another one should be attached to the application form with a paperclip.
☐	receipt of admissions fee	Attach the receipt to the application form
☐	Research Plan	
☐	・Certification of Completion (Diploma) ・Degree Certificate	・Applicants must submit original certificates (photocopied or faxed copies are not acceptable). ・The certification of graduation or degree certificate or academic transcripts must be written in Japanese or English. If it is impossible to have Japanese or English certificates issued, applicants must translate the documents by themselves, have them notarized by an embassy or another appropriate office to certify that the translation is accurate, and submit the notarized documents with the original one.
☐	Original Copy of Academic Transcripts	
☐	English Examination Score Card	TOEIC or TOEFL or IELTS(The examination must have been taken around recent 2years)
☐	Written permit issued by institutes which applicants belong to	Applicants for "mature student entrance exam"
☐	Request form for one-year Master's degree completion program	Applicants for "mature student entrance exam", who would like to apply for one-year Master's degree completion program
☐	Questionnaire for International Students	Foreign-graduated students only
☐	Statement of Financial Resources	Foreign-national students/Foreign-graduated students only
☐	Copy of Passport	Foreign-national students/Foreign-graduated students only
☐	A copy of a resident card of certificate of alien registration	Domestic Applicants only.
☐	Request Form for Return of Submitted Materials	・Submitted documents will not be returned in principle. However, Waseda University will return materials that cannot be reissued.
☐	Agreement regarding oral examination through Web conference system	Anyone who would like to take an oral exam through Web Conference system