

The Second Application Period of the AO Admission for Entrance in 2020 Extension of Deadline for Certificates and Documents Submission

The School of Political Science and Economics acknowledges that applicants from China, Hong Kong, Taiwan or other countries/regions may be affected by school suspensions in response to concerns over the spread of the Novel Coronavirus Pneumonia (COVID-19). Therefore, for the second application period of the AO Admission for entrance in 2020, we will make the following adjustments to the application procedure:

(1) Acceptance of documents arriving before February 17, 2020 [JST] (start of the application period)

Considering possible postal delays, please submit application documents as soon as possible. We will accept documents arriving before February 17, 2020 [JST], which is the start of the application period.

(2) Extension of the deadline (by request) for certificates and documents issued by high schools

If you cannot submit certificates and documents issued by your high school by the deadline of February 25, 2020 [JST] due to school suspensions, you may request an extension of the deadline. Certificates and documents issued by your high school may include:

- Certificate of (expected) graduation
- Academic transcripts
- Predicted scores of IBDP, A-level, HKDSE, etc.
- Recommendation letter
- Proof documents for your study abroad experience, academic honors, and personal and volunteer activities

To request an extension of the deadline, carefully follow the instructions below.

Step 1: Complete the online application form and screening fee payment by February 25, 2020 [JST].

Step 2: Submit application documents other than certificates and documents issued by your high school to the International Admissions Office of Waseda University. **Enclose a “statement” (free format) specifying the missing documents with your application.** Your application, including the statement, must be delivered to the Office by February 25, 2020 [JST].

Step 3: As soon as possible, send certificates and documents issued by your high school to the International Admissions Office of Waseda University. For those who request the extended deadline, the remaining certificates and documents must be delivered to the Office by March 9, 2020 [JST].

【Extraordinary Circumstances】

Please contact the Administrative Office of the School of Political Science and Economics (spse-edp@list.waseda.jp) by **23:59, March 9, 2020 [JST]** if either of the following situations applies to you:

- You have completed Step 1 above in time, but you cannot dispatch your application documents due to suspension of postal service in your residing area.
- After completing Step 1 and Step 2 above, it turned out that certificates issued by your high school cannot meet the extended deadline due to extraordinary circumstances.

Please note that the School of Political Science and Economics will continue to monitor the situation and may update the instructions above depending on the circumstances.