

CHECK LIST

Examinee's Number: _____

Name: _____

Please mark ✓ in the left boxes of items you have enclosed.

This checklist should be placed on top of all the documents. **DO NOT** staple the documents.

Before you post them, please read the 'Guide to Entrance Procedures' carefully.

○=required ×=not required

✓	NO.	Documents to submit	Regular Student	Non-degree Student	Exchange Student
	1	This checklist (download from our website and print out)	○	○	○
	2	Entrance Registration Form (register online, print out and enclose it) http://admission.waseda.jp/ For details, please read the "Guide to Entrance Procedures"	○	○	○
	3	Written Oath and Guarantee and Consent for the Treatment of Personal Data (download from our website, print out and enclose it)	○	○	○
	4	Certificate of Graduation (Original Version or copy which was certified as original) <u>Only if you have not submitted</u>	○	○	×
	5	Academic Transcript (Original Version or copy which was certified as original) <u>Only if you have not submitted</u>	○	○	×
	6	Certificate of Degree (If you had not graduated at the time of application, please submit it) ONLY for the applicants who have graduated from a university in CHINA <u>Only if you have not submitted</u>	○	○	×
	7	Online Verification Report of China Higher Education Qualification Certificate(official English version) to be sent directly to our office (graduate@sci.waseda.ac.jp) from CHESICC via email(ONLY for the applicants who have graduated from a university in CHINA) Please arrange it so we can receive it by email	○	○	×
	8	Notification for Delay of Admission Procedure Documents (Download from our website and print out)	if necessary		
	9	1 color photo for Student ID Card (sized 3cm x 4cm)	○	○	○
	10	Oath of Academic Integrity (Download it from our website ,print out) ONLY for the Doctoral students	○	×	×
	11	Certificate of Residence (住民票'Jyuminhyo') Go to the local ward office of your residence and apply for this Certificate after you arrive in Japan.	○	○	×
	12	The Bank Transfer and Automatic Debit Transfer Application Form Receipt This form will be POSTED to your overseas address. You will need to go to the bank after you arrive in Japan and take this form with you and submit the receipt to us. <u>The detail in English is available on the first page of this form.</u>	○	×	×

Download 'Guide to Entrance Procedures' for details
OUR WEBSITE

https://www.waseda.jp/fsci/en/admissions_gs/

⇒Scroll down to "Enrollment Documents for English degree program"