**推薦書作成依頼書/Request Form for Letter of Recommendation**

Since you are asking a professor to take hours out of his/her life to help you, do not waste the recommender’s time by being disorganized or thoughtless. Please make preparation with much time to spare.

●氏名/国籍 Name/Nationality

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| --- | --- | --- |
|  | 氏名/Name | 国籍/Nationality |
| フリガナ/Furigana |  |  |
| ローマ字  /Name in English |  |
| 漢字  Chinese　character |  |

●学年/Grade

|  |  |  |
| --- | --- | --- |
| 修士/Master | 博士/Doctor | 年/Grade(Year) |

●希望する奨学金名/Scholarship Name

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●いつまでに推薦書が必要なのか

By when do you need a letter of recommendation for scholarship?

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| --- |
| 年(Year)　　 　　月(Month)　　　　 日(Day) |

●学歴/職歴 Academic background and Work experience

|  |  |
| --- | --- |
| 最終学歴/Academic background） |  |
| （卒業研究の概要/summary of graduation research）  （職歴/Work experience） | |

●資格/Skills

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●奨学金を希望する理由/Why are you applying for this scholarship?

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●日本で学習・研究する理由/Why did you decide to study in Japan?

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●IPSで行いたい研究テーマと研究計画/Research theme and Research Plan in IPS

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| --- |
| (研究テーマ/Research theme)  (研究計画/Research Plan) |

●IPS卒業後の進路について/ Your future prospects after graduating from IPS

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●その他、知っておいてもらいたいこと(社会貢献、受賞歴、留学経験、サークル活動等)

Other information we should know. (Volunteer activities, Award, Social activities etc...)

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以上/End