

APPLICATION FORM FOR SPECIAL STUDENT

GRADUATE SCHOOL OF
INTERNATIONAL RELATIONS

INTERNATIONAL UNIVERSITY OF
JAPAN (IUJ)

- * Please complete this form in full and typewritten. Answer all questions and do not leave any appropriate column unanswered.
- * We rely on you to highlight information about your background on this form. If you do not, we may assume there is no relevant information in your case.
- * You should feel free to attach additional or more detailed descriptions, but it is important to provide as much information as possible on this form.
- * Please fill out the following items in both Roman alphabet and Chinese characters, if applicable: all personal and institutional names, addresses, and titles.
- * Proper nouns should be written in full, and not be abbreviated.
- * Pages 1-6 of this form must be stapled together when completed.
- * If IUJ discovers that you have made a false statement or have omitted significant information on the application form, it is entitled to withdraw or amend its offer according to the circumstances.

Name in full: _____
(Roman alphabet) last (family) first middle

Name in full: _____ Gender: _____
(Chinese Characters)

Birth Date: _____ / _____ / _____ Age: _____
month day year at IUJ enrollment

Place of Birth: _____ Nationality: _____
City Country

Passport photo.
Signature on back.
4 x 3cm without
margin.
Taken within
past 3 months.

Present Status (check appropriate):

☐ Student: _____
academic institution section expected date of graduation

☐ Employed: ☐ Full-time
☐ Part-time

organization section title office telephone/fax

How long have you been employed?: _____ year(s)

☐ Unemployed: _____

Marital Status:

☐ Single ☐ Will marry before enrollment ☐ Married

For what period are you applying for enrollment?

From: _____ To: _____
term/year term/year

Name: _____

Is your application being sponsored financially?

☐ Yes Please describe details of the sponsor (write also in Chinese characters if applicable).

Name of Institution: _____

Contact Person: (Full name) _____

(Position/Title) _____

(Full address) _____

(Telephone/Fax)

☐ No How are you going to finance your education?

Current Address until ____ / ____ / ____ * Any change of address should be notified at once to IUJ.
month day year

full mailing address: _____

Tel: _____

Fax: _____

E-mail: _____

Country

Permanent Address (if different)

full mailing address: _____

Tel: _____

Fax: _____

E-mail: _____

Country

LANGUAGE ABILITY

Please write down your capabilities and your experience in foreign countries.

1) Language

① Your Native Language: _____

② Other Language: _____

Please check the appropriate category for each language.

Language	Speaking			Writing			Reading		
	A	B	C	A	B	C	A	B	C

Key: A= Advanced B= Adequate C= Beginner

2) List all countries that you have resided in for more than 6 months and give details of your experience.

Name: _____

ACADEMIC BACKGROUND

Important Instructions:

1. Information you provide in this section is absolutely important not only for evaluation of your qualification to our program but also for confirmation of your legal eligibility to apply to Japanese Graduate Schools including IUJ. You may be regarded as an ineligible applicant if you do not provide all the information required in this section.
2. Please write down all the formal schooling that you have had on a full-time regular student basis which has led to your upper education/degree.
3. Note that college certificates will be expected from all undergraduate and graduate schools attended.
4. Please write the names of schools and departments also in Chinese characters, if applicable.

	Name and location (city/country) of the schools attended	Required period of schooling (A)	Actual dates and period of your enrollment (B)	Department/Major	Language of instruction
ELEMENTARY EDUCATION Elementary School	Name Location	 years	From - To (M/Y) - (M/Y) years		
SECONDARY EDUCATION Lower Secondary School	Name Location	 years	From - To (M/Y) - (M/Y) years		
Upper Secondary School	Name Location	 years	From - To (M/Y) - (M/Y) years		
HIGHER EDUCATION Undergraduat e Level	Name Location	 years	From - To (M/Y) - (M/Y) years		
Graduate Level	Name Location	 years	From - To (M/Y) - (M/Y) years		
TOTAL		years	years		

Degree earned/expected:

Degree Title _____ earned/expected on _____ / _____ / _____

Degree Title _____ earned/expected on _____ / _____ / _____

Degree Title _____ earned/expected on _____ / _____ / _____
month day year

If your actual period of schooling (B) is not equal to the required period of schooling (A), please state the reasons in detail.

Other academic institutions attended (if any).

Name: _____

Location: _____

Major Subject(s): _____

Type of Student: _____

Period of Study: from _____ to _____ yrs

Name: _____

Location: _____

Major Subject(s): _____

Type of Student: _____

Period of Study: from _____ to _____ yrs

Name: _____

ACADEMIC RESEARCH EXPERIENCE

Describe briefly all of your academic research experience during/after undergraduate studies.

Note: If you fall under eligibility B(2) mentioned in "Information for special students," you must include your experience after the undergraduate studies and attach a letter certifying the experience.

Title/Theme: _____ Title/Theme: _____

Duration (from-to): _____ Duration (from-to): _____

Name of Institution: _____ Name of Institution: _____

ACTIVITIES

List your principal extracurricular collegiate and community activities in order of their importance to you. Please indicate if an office was elected or appointed.

Activity	Dates (mo/yr) from - to	Office held (if any)	Time required per week
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Please list honors, awards, or other recognition (academic, community, military, etc.) you have received.

PART-TIME/SUMMER EXPERIENCE

In the space below list periods of all part-time and summer employment. Begin with college and continue chronologically. If you feel any of these activities merit further explanation you may attach an additional sheet.

Dates (mo/yr) from-to	Employer/Activity	Location	Duty
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_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

OTHER INFORMATION

Please write down any information that may be relevant to your study in IUJ. (e.g. publications, special skills, etc.)

Name: _____

FULL-TIME EMPLOYMENT HISTORY

Describe each full-time position you have held, beginning with your current or most recent position. Include military experience, if applicable. (Note: Summer jobs while in school, part-time jobs, and any extended periods of stay in foreign countries should be listed on the previous pages.)

Please be sure to account for all periods of time since college. Use the same format on additional sheets if necessary.

Employer: _____

From: _____ To: _____
month/year month/year

Employer's Activity: _____

Location: _____

Job Title: _____

Your Responsibility:

Reasons for Leaving:

Employer: _____

From: _____ To: _____
month/year month/year

Employer's Activity: _____

Location: _____

Job Title: _____

Your Responsibility:

Reasons for Leaving:

