



Office use only	
学科コード	32
高校コード	52000E
国籍コード	
卒業年コード	5・6
受験番号	

**Meiji Gakuin University Application Form**

**Type of entrance examination: AO (Type A)**

**Faculty: International Studies**

**Department: Global and Transcultural Studies**

Write the information requested in the space provided. You should write in Latin letters (the alphabet), except where you are asked to write in your language. Write all dates in this format: yyyy/mm/dd (for example, 2002/09/01 for September 1, 2002).		<p align="center">Attach a color photograph here.</p> <p>The photograph should have been taken in the last three months. It should measure 3 cm wide x 4 cm high. Write your name on the back of the photo.</p>	
Check the box for the application period you have chosen:			
<input type="checkbox"/> April admission <input type="checkbox"/> September admission, 1st application period <input type="checkbox"/> September admission, 2nd application period			
<b>Write your full name below as it appears on your passport, using the alphabet.</b>			
Surname (family name):			
Personal name(s):			
Full name in your language (Japanese, Chinese, Korean, etc.)			
Birth date:	Year:	Month:	Day:
Sex (circle one):	Male		Female
Nationality(include all):			
Current address (in English):		Postal code (zip code):	
Mailing address (write "as above" if this is the same as your current address):		Postal code (zip code):	
Telephone number:		Country code (    ) -	
Email address:			

**Regarding the interviews:**

We will conduct a Skype interview for all applicants.

Select your preferred interview time from the choices below. (Check as many as possible.)

Once the interview time is set, we will inform you via email. (The times below are for Japan.)

Your Skype ID	
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April admission and September admission, 1st application period	
Date	Time
Oct. 25, 2020 (Sun.)	<input type="checkbox"/> 10:00~11:00 <input type="checkbox"/> 11:00~12:00 <input type="checkbox"/> 12:00~13:00 <input type="checkbox"/> 13:00~14:00 <input type="checkbox"/> 14:00~15:00 <input type="checkbox"/> 15:00~16:00
Oct. 26, 2020 (Mon.)	<input type="checkbox"/> 10:00~11:00 <input type="checkbox"/> 11:00~12:00 <input type="checkbox"/> 12:00~13:00 <input type="checkbox"/> 13:00~14:00 <input type="checkbox"/> 14:00~15:00 <input type="checkbox"/> 15:00~16:00 <input type="checkbox"/> 18:00~19:00 <input type="checkbox"/> 19:00~20:00
Oct. 27, 2020 (Tue.)	<input type="checkbox"/> 10:00~11:00 <input type="checkbox"/> 11:00~12:00 <input type="checkbox"/> 12:00~13:00 <input type="checkbox"/> 13:00~14:00 <input type="checkbox"/> 14:00~15:00 <input type="checkbox"/> 15:00~16:00 <input type="checkbox"/> 18:00~19:00 <input type="checkbox"/> 19:00~20:00

September admission, 2nd application period	
Date	Time
Apr. 18, 2021 (Sun.)	<input type="checkbox"/> 10:00~11:00 <input type="checkbox"/> 11:00~12:00 <input type="checkbox"/> 12:00~13:00 <input type="checkbox"/> 13:00~14:00 <input type="checkbox"/> 14:00~15:00 <input type="checkbox"/> 15:00~16:00
Apr. 19, 2021 (Mon.)	<input type="checkbox"/> 10:00~11:00 <input type="checkbox"/> 11:00~12:00 <input type="checkbox"/> 12:00~13:00 <input type="checkbox"/> 13:00~14:00 <input type="checkbox"/> 14:00~15:00 <input type="checkbox"/> 15:00~16:00 <input type="checkbox"/> 18:00~19:00 <input type="checkbox"/> 19:00~20:00
Apr. 20, 2021 (Tue.)	<input type="checkbox"/> 10:00~11:00 <input type="checkbox"/> 11:00~12:00 <input type="checkbox"/> 12:00~13:00 <input type="checkbox"/> 13:00~14:00 <input type="checkbox"/> 14:00~15:00 <input type="checkbox"/> 15:00~16:00 <input type="checkbox"/> 18:00~19:00 <input type="checkbox"/> 19:00~20:00

Contact the university if you cannot logon to Skype at these times.

Be aware that we will not conduct interviews between 9PM~9AM Japan time.

Check your requirements for admission. Circle “Yes” or “No.”

<b>(1a) Graduation from high school</b>	
Did you graduate from high school within the last year?	Yes   No
Did you graduate from high school one year or more ago? If so, when?   Year:                      Month:                      Date:	Yes   No
If you have not yet graduated from high school, when do you expect to graduate? Year:                      Month:                      Date:	
<b>(1b) Completion of twelve years of a regular school curriculum</b>	
Have you completed twelve years of a regular school curriculum?	Yes   No
<b>(1c) Proof of education ability equal or superior to high-school graduates</b>	
Can you certify that you have attained an educational ability equal or superior to that of high-school graduates?	Yes   No

### Supporting Academic Documentation

Documentation is required as proof of high school education. Only official documents issued by your school or other educational authorities can be accepted. The documents should be originals in a sealed, unopened envelope. Photocopies are not acceptable. Certified true copies made by your school or embassy are acceptable. Documents must be issued within three months before the application date if you are expected to graduate from high school. As evidence for (1a) to (1c), submit a transcript of grades (or equivalent educational certification) and a certificate of completion of studies (or certificate of anticipated completion of studies).

### Educational background

List all schools or other educational institutions you have attended. Start with primary education (elementary school) and end with the last school or institution you have attended. Use only English letters for non-English names.

	Name of school	Location (town or city)	Location (country)	Starting date	Ending or graduation date
(1)					
(2)					
(3)					
(4)					
(5)					
(6)					
(7)					
(8)					
(9)					
(10)					

Provide your GPA or class rank for your last year of high school or most recently completed course of academic instruction.

GPA _____ Scale _____ (e.g. 1-4, 1-10, etc.)	Class rank _____ Class size _____
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If you have been out of school for over a year at the time of application, we would like to know what you have been doing in the meantime. Please provide general information in this table, and discuss these activities in your Personal Statement (see below.)

	Activity	Location (town or city)	Location (country)	Starting date	Ending date
(1)					
(2)					
(3)					

### Evidence of English ability

Applicants are asked to provide evidence of their ability to study in English. If you aren't claiming that English is your primary language, then you are expected to submit your score from one of the following tests. Check the applicable item(s) (✓) on the right.

Have you received a TOEFL (TOEFL iBT®) score of 72 points or higher? (Only accepts TOEFL iBT® scores from a single test date, not MyBest™ scores.)	
Have you received an IELTS score of 5.5 or higher on the Academic Module?	
Have you received a TOEIC®(L&R+S&W)score of 1560 points or higher? (The TOEIC® score is obtained by adding 2.5 times the S&W score to the L&R score. In this case, the L&R and S&W test dates may be different.)	
Is English your primary language?	

Write the dates you have taken any of the following English-language examinations. Write the score that you received. Check the box on the right if you have included your test results with this application. Copies are accepted in the case of "Test Taker (Examinee) Score Report", "Test Report Form", "Official Score Certificate".

Name of examination	Date	Score	Test results	✓
TOEFL iBT®			"Institutional (Official) Score Report" or "Test Taker (Examinee) Score Report" (DI code: 0437)	
IELTS (Academic Module)			"Test Report Form"	
TOEIC®(L&R+S&W)	L&R S&W	L&R S&W (2.5times score)	"OFFICIAL SCORE CERTIFICATE"	
Is English your primary language? (circle one)			YES      NO	
Is English your main language that you now use? (circle one)			YES      NO	

List all the languages that you know, beginning with English, and assess your ability on a scale of 1–5 (1 = very limited ability, 2 = poor, 3 = fair, 4 = good, 5 = fluent).

Write the total of the four numbers in the column on the right.

Name of language	Speaking	Listening	Reading	Writing	TOTAL
(1) English					
(2)					
(3)					
(4)					

Do you know Japanese? If you do, indicate how you learned the language by making a check mark (✓) on the right for all statements that are correct.

I learned Japanese from my family.	
I lived in Japan. (How many years? _____ years.)	
I was educated in schools where Japanese was the language of instruction. (How many years? _____ years.)	

If you have studied Japanese as a foreign language, when, where, and how long have you studied it?

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If you have ever taken an examination in Japanese language proficiency, give details below.

Name of examination	Place	Date	Score

If you have ever taken an examination of ability in a foreign language other than Japanese or English, give details below.

Name of language	Name of examination	Place	Date	Score

### Examination Results

Check the box on the right if you have included educational certifications with this application. The originals or certified true copies are acceptable. (Copies are not accepted)

Name of examination	Date	Score(s) / Grade(s)	✓
SAT I Reasoning Test (Institution code:0129)			
SAT II Subject Tests (Institution code:0129)			
ACT			
Advanced level GCE or GCSE			
Advanced Placement Tests			
Baccalauréat			
IB Full Diploma			
Abitur			
Other:			

List awards or prizes, school or club activities, varsity sports and other kinds of extracurricular activities. Provide photocopies of any award certificates.

Date	Kind of activity	Short explanation

List up to three paid or unpaid (volunteer) jobs that you have done while you were in school, and explain briefly about what you did. Provide photocopies of any documents issued in connection with the stated activity.

Example (1)	Type of job	Starting date	End date
Explanation:			
Example (2)	Type of job	Starting date	End date

Explanation:			
Example (3)	Type of job	Starting date	End date
Explanation:			

**Personal Statement.** The personal statement should be written in English and sent together with this application. The length should be between 600-800 words. The statement should address these points:

- Your motivation for studying at Meiji Gakuin University.
- Why you want to live in Japan.
- Your academic interests.
- Your future plans after graduation.
- If you were out of school for one year or more, describe what you have been doing during this time. Describe also how you have prepared for college-level studies.

**Two letters of recommendation.** One letter should be written by a teacher who has taught you during your last two years of high school. The second letter can be written by any person chosen by you. On each of the recommendation forms, write your name in the open space on the first line. Give one copy to each person writing a recommendation. The letter of recommendation must be accompanied by the form titled FOR THE TEACHER OR OTHER PERSON WRITING A RECOMMENDATION. Each letter must be in a sealed envelope with the writer's signature across the sealed flap.

(The recommendation letters can be written in English or Japanese. Letters in other languages should be accompanied by a translation into English or Japanese.)

**Sign and date the following statement.**

I certify that all information in this application is true and correct. I wrote the personal statement myself. I understand that my application will not be considered complete until all required materials have been received by Meiji Gakuin University.

Date: \_\_\_\_\_

Applicant's signature: \_\_\_\_\_



FOR THE TEACHER OR OTHER PERSON WRITING A RECOMMENDATION  
 \_\_\_\_\_ is applying to the Department of Global and Transcultural  
 Studies in the Faculty of International Studies of Meiji Gakuin University (Japan).  
 Recommendation letters are an important part of our application process, because we  
 value your estimation of the candidate's academic potential in college. Teacher  
 recommendations must be submitted on school letterhead. **Please complete the  
 following form, staple it to your recommendation, and enclose both documents  
 in a sealed envelope with your name across the sealed flap.** Give the envelope to  
 the student to include with their other application documents.

Your name: \_\_\_\_\_

Your email: \_\_\_\_\_

Affiliation (School / Company, Organization): \_\_\_\_\_

Full Work Address (including city and country): \_\_\_\_\_

How long have you known this student? \_\_\_\_\_

In what context or capacity? \_\_\_\_\_

Your signature: \_\_\_\_\_ Date: \_\_\_\_\_

Compare this student with others of his or her age by marking the appropriate box.  
 Teachers, please rank the applicant among their peers in the same class year. Other  
 writers, please compare the applicant with others of the same age group.

	Cannot judge	Below 50%	In top 50%	Average (top 30%)	Good (top 20%)	Excellent (top 10%)
Critical thinking skills						
Ability in spoken English						
Ability in written English						
Ability to read English						
Ability to engage others in discussion						
Adaptability						
Leadership						
Tolerance						
Self-discipline						
Motivation to study						
Group-work ability						

FOR THE TEACHER OR OTHER PERSON WRITING A RECOMMENDATION  
 \_\_\_\_\_ is applying to the Department of Global and Transcultural  
 Studies in the Faculty of International Studies of Meiji Gakuin University (Japan).  
 Recommendation letters are an important part of our application process, because we  
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 following form, staple it to your recommendation, and enclose both documents  
 in a sealed envelope with your name across the sealed flap.** Give the envelope to  
 the student to include with their other application documents.

Your name: \_\_\_\_\_

Your email: \_\_\_\_\_

Affiliation (School / Company, Organization): \_\_\_\_\_

Full Work Address (including city and country): \_\_\_\_\_

How long have you known this student? \_\_\_\_\_

In what context or capacity? \_\_\_\_\_

Your signature: \_\_\_\_\_ Date: \_\_\_\_\_

Compare this student with others of his or her age by marking the appropriate box.  
 Teachers, please rank the applicant among their peers in the same class year. Other  
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	Cannot judge	Below 50%	In top 50%	Average (top 30%)	Good (top 20%)	Excellent (top 10%)
Critical thinking skills						
Ability in spoken English						
Ability in written English						
Ability to read English						
Ability to engage others in discussion						
Adaptability						
Leadership						
Tolerance						
Self-discipline						
Motivation to study						
Group-work ability						

## Stage Two Fee Refund Account Form

If you do not pass Stage One, we will refund your Stage Two application fees. Please write your account information in block form and submit this along with your other application documents.

Recipient Bank	Name of bank	
	Bank branch name	
	*Address of branch (country name is also necessary)	
	Account number	
	Name of account holder	
	*Address of account holder (country name is necessary)	
	*Swift Code	

\*If you have Japanese bank account, you don't have to fill out.

The refund is in yen. The initial transfer fee will be borne by Meiji Gakuin University, but other receiving and exchange fees will be your responsibility. As a result, the amount refunded to you may be reduced.

## Application Check Sheet, AO (Type A)

Name \_\_\_\_\_

No.	Application Documents	number to submit	Description	check box <input type="checkbox"/>
1	Application form	1	<ul style="list-style-type: none"> <li>• You must write in your name as it appears in your passport</li> <li>• Glue your photograph in the space provided</li> </ul>	
2	Photographs	2	<ul style="list-style-type: none"> <li>• Size: 3 cm wide × 4 cm high</li> <li>• Sign your name on the back of each photograph</li> <li>• Attach one to the application form, and use a paper clip to attach the other to this check sheet.</li> </ul>	
3	Copy of Application for Remittance	1	<ul style="list-style-type: none"> <li>• Attach the copy of your Application of Remittance (gaikoku sokin iraiشو) to your application form with a paper clip.</li> </ul>	
4	Certificate showing high school graduation or expected graduation, and academic record(transcript)	1 set each	<ul style="list-style-type: none"> <li>• These must be issued within the last three months if you are expected to graduate from high school.</li> <li>• They must be original documents issued by your school. Copies will not be accepted. Certified true copies made by your school or embassy are acceptable.</li> </ul>	
5	Proof of eligibility for college: standardized general knowledge test scores (SAT, ACT, GCE, Abitur, Baccalauréat, etc.)	Report Form	<ul style="list-style-type: none"> <li>• The submissions must be original and official documents or certified true copies.</li> <li>• Make sure they have arrived by the deadline.</li> </ul>	(optional)
6	Personal Statement	1	<ul style="list-style-type: none"> <li>• Be sure to sign your name in the upper right corner of the first page of the application essay</li> </ul>	
7	Letters of recommendation	2	<ul style="list-style-type: none"> <li>• One letter should be written by a teacher who has taught you during your last two years of high school. The second letter can be written by any person chosen by you. The letter must be accompanied by the form titled <b>FOR THE TEACHER OR OTHER PERSON WRITING A RECOMMENDATION</b>. (See page 9 &amp; 10 of the application form.) Each letter must be in a sealed envelope with the writer's signature across the sealed flap.</li> </ul>	
8	Certificate showing English competency (TOEFL, IELTS, TOEIC, etc.)	Report form	<ul style="list-style-type: none"> <li>• Be sure to include the relevant document.</li> <li>• Make sure they have arrived by the deadline.</li> <li>• Applicants whose primary language is English should submit one of the documents listed above in "No.5"</li> </ul>	
9	Copy from your passport	1	<ul style="list-style-type: none"> <li>• Photocopy the page that includes your name and photograph</li> </ul>	
10	Stage Two Fee Refund Account Form	1	<ul style="list-style-type: none"> <li>• If you do not pass Stage One, we refund your Stage Two application fees. Please write your account number.</li> </ul>	
11	Application check sheet (this form)	1	<ul style="list-style-type: none"> <li>• After checking off the boxes, submit this form with the other materials</li> </ul>	