



Office use only (3年次編入)	
学校コード	
国籍コード	
卒業コード	11・21・22・ 31・41
受験番号	

Meiji Gakuin University Transfer Student Application Form

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, 2000/09/01 for September 1, 2000).		<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			
Write your full name below as it appears on your passport, using the alphabet.			
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 ✓ the appropriate box in item (1) Requirements for Admission.

(1) Fulfillment of prerequisite post-secondary education requirement	
(a) You have completed your second year at another university and received the prescribed number of credits.	<input type="checkbox"/>
(b) You expect to complete your second year at another university, and you will receive the prescribed number of credits by March 2021 (For September admission, by September 1st, 2021). When do you expect to complete your studies? [Year: /Month: /Date:]	<input type="checkbox"/>
(c) You have graduated from another university, a two-year college, or a technical college. When did you complete your studies? [Year: /Month: /Date:]	<input type="checkbox"/>

Supporting Academic Documentation

Applicants must provide at least one of the following documents. These 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 expect to complete your second year at another university or to graduate from another university, a two-year college, or a technical college. As evidence for (1a) to (1c), submit a transcript of grades [educational certification]; when applicable, submit a certificate of completion of studies or graduation (or certificate of anticipated completion of studies).

Document checklist (Check ✓ all that are included in with application)

Academic record (transcript)	<input type="checkbox"/>
Certificate of completion of studies/graduation.	<input type="checkbox"/>
Certificate of anticipated completion of studies/graduation	<input type="checkbox"/>

Education background

List all schools or other educational institutions you have attended. Start with your secondary education (high school) and end with the last school or institution you have attended. (If you are claiming that English is your primary language, start with your elementary school education). Use only English letters for non-English names.

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

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 Reports” 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”	

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, explain how you have acquired your knowledge of the language.

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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

List achievements that you think are relevant to this application. These may include public awards or prizes, school awards or prizes, school or club activities. Provide photocopies of any award certificates.

Date	Kind of achievement	Short explanation

List up to three paid or unpaid (volunteer) jobs that you have done, 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	Ending date
Explanation:			
Example (2)	Type of job	Starting date	Ending date
Explanation:			
Example (3)	Type of job	Starting date	Ending 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:

- Why you want to transfer to Meiji Gakuin University.
- 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.

Extract Copy of Your Family Register

If you are a Japanese citizen whose name has changed due to marriage, you are required to include an extract copy of your family register.

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: _____

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 (Transfer Student Admissions)

Name _____

No.	Application Documents	number to submit	Description	check box <input type="checkbox"/>
1	Application form	1	<ul style="list-style-type: none"> • You must write in your name as it appears in your passport • Glue your photograph in the space provided 	
2	Photographs	2	<ul style="list-style-type: none"> • Size: 3 cm wide × 4 cm high • Sign your name on the back of each photograph • Attach one to the application form, and use a paper clip to attach the other to this check sheet. 	
3	Copy of Application for Remittance	1	<ul style="list-style-type: none"> • Attach the copy of your Application of Remittance (gaikoku sokin iraiشو) to your application form with a paper clip. 	
4	Academic record (Transcript)	1	<ul style="list-style-type: none"> • This must be issued within the last three months if you expect to complete your second year at another university or to graduate from another university, a two-year college, or a technical college. • It must be original documents issued by your school. Copies will not be accepted. Certified true copies made by your school or embassy are acceptable. • When applicable, submit a certificate of completion of studies or graduation (or certificate of anticipated completion of studies). 	
5	Personal Statement	1	<ul style="list-style-type: none"> • Be sure to sign your name in the upper right corner of the first page of the application essay 	
6	Certificate showing English competency (TOEFL, IELTS, TOEIC, etc.)	Report form	<ul style="list-style-type: none"> • Be sure to include the relevant document. • Make sure they have arrived by the deadline. *Applicants whose primary language is English are not required. 	
7	Copy from your passport	1	<ul style="list-style-type: none"> • Photocopy the page that includes your name and photograph 	
8	Stage Two Fee Refund Account Form	1	<ul style="list-style-type: none"> • If you do not pass Stage One, we refund your Stage Two application fees. Please write your account number. 	
9	Application check sheet (this form)	1	<ul style="list-style-type: none"> • After checking off the boxes, submit this form with the other materials 	