



Meiji Gakuin University
Department of Global and Transcultural Studies,
Faculty of International Studies

Office use only (編入)	
学科コード	52
国籍コード	
卒業コード	11・21 22・31・41
受験番号	

2024 Transfer Student Application Form

Refer to pages 4-8 of the guidelines and write the information requested in the space provided.

- Write in block capital Roman letters, except where you are asked to write in your native language. Do not write in cursive script.
- Write your name below as it appears on your passport.
- Write all dates in this format: yyyy/mm/dd.
(for example, 2003/09/01 for September 1, 2003)

**Glue
a photograph
here.**

Refer to page 5
of the guidelines

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		
Surname (family name) in the alphabet			
Personal name(s) in the alphabet			
Full name in your native language (Japanese, Chinese, Korean, etc.)			
Birth date	Year:	Month:	Day:
Sex (✓)	<input type="checkbox"/> Male		<input type="checkbox"/> Female
Nationality (include all)			
Current address (in English)	Postal code (zip code): _____		
Mailing address (in English) • For successful applicants, the letter of acceptance and the guide to enrollment procedures will be mailed to this address. • Write "as above" if this is the same as your current address.	Postal code (zip code): _____		
Telephone number	Country code () -		
Email address			
If you plan to apply for any other universities, please list their names with faculty/department.			

(1) Online Interview

- Applicants who pass Stage One will proceed to Stage Two, the online interview.
- Check (✓) your preferred interview time from the choices below. Check as many boxes as possible and at least two.
- We will conduct an interview of about 30 minutes within one of the time frames you choose.

● April admission

● September admission, 1st application period

Date	Time (Japan Time)	
Oct. 21, 2023 (Sat.)	<input type="checkbox"/> 10:00~13:00	<input type="checkbox"/> 13:00~16:00
Oct. 22, 2023 (Sun.)	<input type="checkbox"/> 10:00~13:00	<input type="checkbox"/> 13:00~16:00

● September admission, 2nd application period

Date	Time (Japan Time)	
Apr. 13, 2024 (Sat.)	<input type="checkbox"/> 10:00~13:00	<input type="checkbox"/> 13:00~16:00
Apr. 14, 2024 (Sun.)	<input type="checkbox"/> 10:00~13:00	<input type="checkbox"/> 13:00~16:00

Important Notes (Check the box on the right.)	✓
In order to conduct the examinations properly and fairly, Meiji Gakuin University may record the interview using the recording function of Zoom. The recorded video and audio will not be used for any purpose other than for the purpose of administering the interview and determining pass/fail. It is prohibited for applicants to record the content of the interview. Applicants must show they agree to the above by checking (✓) the box on the right.	<input type="checkbox"/>

(2) Requirements for Application

- Check (✓) the boxes and complete the required information.

Requirements for Application No.1 (see page 4 of the guidelines)	✓
(1) You received the prescribed number of credits and completed your second year at another university.	<input type="checkbox"/>
(2) You will receive the prescribed number of credits, and you expect to complete your second year at another university by March 2024 (or for September admission, by August 2024). — If so, when? Year: _____ Month: _____ Date: _____	<input type="checkbox"/>
(3) You have graduated or expect to graduate from another university, two-year college, or technical college by March, 2024 (or for September admission, by August, 2024). — If so, when? Year: _____ Month: _____ Date: _____	<input type="checkbox"/>
(4) You have graduated or you expect to graduate from Meiji Gakuin University by March, 2024 (or for September admission, by August, 2024). — If so, when? Year: _____ Month: _____ Date: _____	<input type="checkbox"/>

(3) 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.

No.	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					

- If you have been out of school for over a year at the time of application, please provide general information about what you have been doing in the meantime in this table, and discuss these activities in your Personal Statement.

No.	Activity	Location (town or city)	Location (country)	Starting date	Ending date
1					
2					
3					

(4) Language Ability

- List all the languages that you know, beginning with English, and assess your ability at speaking, listening, reading and writing 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)					

● English Ability

Name of Examination	Date	Score	✓
TOEFL iBT® TOEFL iBT® Home Edition		Test Date Score	<input type="checkbox"/>
IELTS (Academic Module)		Overall Band Score	<input type="checkbox"/>
TOEIC® (L&R + S&W) (The score is obtained by adding 2.5 times the S&W score to the L&R score. The L&R and S&W test dates may be different.)	L&R	L&R	<input type="checkbox"/>
	S&W	S&W (2.5times score)	
English is your primary language.			<input type="checkbox"/>

For Applicants whose primary language **is** English

- Submitting results of the above English-language examinations is optional. If you write the results, you have to submit the certificate (see page 7 of the guidelines).

For Applicants whose primary language **is not** English

- You have to submit the certificate from one of the above English-language examinations (see pages 4 and 7 of the guidelines).
- Write the results in the table above and check (✓) the box.

●Japanese Ability

- Do you know any Japanese? Please indicate how you learned the language by checking (✓) the boxes on the right for all statements that are correct.

How to learning Japanese	Check (✓)
You learned Japanese from your family.	<input type="checkbox"/> Yes <input type="checkbox"/> No
You lived in Japan. — If so, how many years? _____ years.	<input type="checkbox"/> Yes <input type="checkbox"/> No
You were educated in schools where Japanese was the language of instruction. — If so, how many years? _____ years.	<input type="checkbox"/> Yes <input type="checkbox"/> No

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

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- If you have ever taken an examination in Japanese language proficiency, give details below.
- If you write the results, you have to submit the certificate (see page 8 of the guidelines).

Name of examination	Place	Date	Score

● Other language Ability

- If you have ever taken an examination of ability in a foreign language other than Japanese or English, please give details below.
- If you write the results, you have to submit the certificate (see page 8 of the guidelines).

Name of examination	Place	Date	Score

(5) Achievements

- 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. If you list any of them, please provide photocopies of any certificates (see page 8 of the guidelines).

Date	Kind of achievement	Short explanation

(6) Paid or Unpaid (volunteer) Jobs

- List up to three paid or unpaid (volunteer) jobs that you have done, and explain briefly about what you did. If you list any jobs, please provide photocopies of any documents issued in connection with the stated activity (see page 8 of the guidelines).

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		

(7) Sign and Date

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 handwritten signature: _____

Application Check Sheet (Transfer Student Admissions)

Name _____

Please check (✓) or fill in the bolded box.

No.	Application Documents	Required or Optional	Ref (Guidelines Page No.)	✓	Information to the University
1	Application Form with Two Photographs	Required	5		
2	Certificate of Completion of Studies or Graduation (or Certificate of Anticipated Completion of Studies)	Required	6		
3	Academic Record (Transcript)	Required	6		
4	English Test Results: Proof of English Ability •Please write the name of the qualification or test in the right column.	Required for some	7		
5	Personal Statement	Required	7		
6	Test Results for Languages other than English •If you submit such documents, please write the name(s) of the examination(s) in the right column.	Optional	8		
7	Documentation of Achievement	Optional	8		
8	Documentation of Paid or Unpaid (volunteer) jobs	Optional	8		
9	Passport copy	Required	8		
10	Receipt for the Application Fee	Required	8		
11	Application Check Sheet (this form)	Required	8		

NOTICE	✓
The application documents must be submitted in order from the first to the last and held together by a paperclip.	
On the same day you mail your application, you have to email the necessary information to the Admissions Center (see page 11 of the guidelines).	