**✈APPLICATION CHECKLIST/ COVER LETTER (②When submitting BY POST)✈**

【Submission destination】Center for Japanese Language and Culture, Osaka University

3-5-10-741, Semba-higashi, Minoh, Osaka, 562-8678, Japan TEL: 072-730-5075

**Name** (in alphabet):

**College/University currently attending** (in alphabet):

Attach THIS checklist as a cover sheet to the application. Place a check mark in the box for documents the applicant is submitting if the contents meet the requirements.

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| **Application Documents to be submitted & Check Points** |
| X □ | **APPLICATION CHECKLIST (When submitting BY POST)**（本様式）(this form) |
| A □ | **申請書（日本語・日本文化研修留学生）　APPLICATION FORM**□　メールで修正依頼された箇所はすべて修正しました。(Corrected all points requested by email)□　A4サイズに両面コピーしています。(Both sided print in A4 format)□　署名欄には直筆でサインしています。(Signed with handwriting for the signature block) |
| B □ | **在学証明書（写し可）****CERTIFICATE OF ENROLLMENT** (a copy is acceptable)* 英語または日本語の証明書です。(Written in Japanese or English)
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| C □ | **在籍大学の学業成績証明書**（写し可）**CERTIFIED ACADEMIC TRANSCRIPT from the university the applicant is currently attending** (a copy is acceptable)□ 英語または日本語で書かれた証明書です。(Written in Japanese or English)□ 日本語・日本文化に関する科目に●印をつけています。(Marked subjects related to Japanese language and Japanese culture with ● .) |
| D □ | **在学大学の長からの推薦状****RECOMMENDATION LETTER FROM THE HEAD OF THE UNIVERSITY CURRENTLY ATTENDING*** あて名は大阪大学総長になっています。(Addressed to the president of Osaka University)
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| E □ | **在籍大学の指導教員などからの推薦状****RECOMMENDATION LETTER FROM AN ACADEMIC ADVISOR OF THE UNIVERSITY THE APPLICANT IS CURRENTLY ATTENDING**□ 大阪大学所定の様式を使用しています。(In the form designated by Osaka University) |
| F □ | **パスポートの写し****A COPY OF PASSPORT**□写真ページの写しです。（a copy of the photo page.）□有効期限内のものです。（Within the expiration date） |
| G □ | **日本語能力証明書****CERTIFICATE OF JAPANESE LANGUAGE ABILIRY**□ 日本語能力試験証明書レベルN2以上のもの（写し可）または語学教育による語学能力証明書（本学様式）です。(Submit Certificate of Japanese Language Proficiency Test (JLPT) higher than Level N2 or Japanese Language proficiency verification written by a language instructor of the university the applicant is currently attending. In this case, use the form designated by Osaka University.) (As for JLPT certificate, a copy is acceptable.) |
| H □ | **渡日航空券に関する質問票****QUESTIONNAIRE FOR AIR TICKET TO JAPAN** |
| (I □) | **日本語・日本文化学習期間が通算１年以上と証明できる書類****DOCUMENT(S) VERIFYING THAT THE APPLICANT HAS STUDIED THE JAPANESE LANGUAGE AND CULTURE FOR AT LEAST ONE YEAR** **(学業成績証明書で在籍大学での日本語 ・日本文化 学習期間が通算 1 年以上であることを証明できない場合のみ)(Only if the applicant cannot verify with the academic transcript(C) that he/she studied Japanese language and culture at least one year in total at the university he/she is currently attending.)** |

**Name** (in alphabet):