

## **Required Documents for Hokkaido University Ambassador and Partner System Candidate Recommendations**

Two documents must be submitted in conjunction with ambassador/partner candidate recommendations:

### 1. Hokkaido University Ambassador and Partner Recommendation Form

- Check as applicable to indicate whether the recommendation is for an ambassador or a partner role. Leave the box unchecked if undecided. For ambassador recommendations, obtain the candidate's resume and contact the Global Relations Team in advance, as recommendations are not necessarily accepted and some candidates may be offered partner positions rather than ambassador roles. The ambassador role is limited to individuals in certain positions, such as presidents of universities and alumni associations in their countries or regions of residence. The number of current ambassadors and other relevant matters are also considered in appointment decisions.
- Refer to the sample for help on filling out the Recommendation Form. Any format is accepted as long as all the required information is provided.

### 2. Candidate's resume

This may be submitted in any format in either Japanese or English. A valid email address for the candidate should also be submitted to facilitate possible subsequent inquiries or requests for additional information.

The above documentation should be submitted to the Global Relations Team. They can be submitted as email attachments; however, the Recommendation Form must bear the seals/signatures of both the referee and the dean of the department as an original document and be submitted by the relevant deadline.

For further information, see the FAQ or contact the Global Relations Team.

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