

HOKKAIDO UNIVERSITY SHORT-TERM EXCHANGE PROGRAM  
(HUSTEP)



**2018 Spring Semester Course**

Application Package Checklist

(Use this sheet as the cover page of the application)

**APPLICATION DEADLINE: October 31, 2017**

Date: \_\_\_\_\_ (eg.Feb. 5th, 2017)

Name of applicant:

\_\_\_\_\_ (Family) (Given) (Middle)

Home University:

\_\_\_\_\_

**Application must be sent in a complete package containing all the following documents.**

	Checklist	Check
1	Completed HUSTEP application form	
2	Certificate of Enrollment	
3	Recommendation letter from an academic supervisor	
4	Official transcript of academic record	
5	Certificate of Health	
6	3 photographs(40×30mm / 1.6×1.2inch) <b>*not including for the application form</b> We use these photos for the Certificate of Eligibility and Student ID. * Picture should be easily identifiable. * Taken looking straight forward and face seen clearly * Photographed within six months before application * Clear front facing, no hat * Color photo, with plain white background Photos with dark or patterned backgrounds will NOT be accepted. *Headphones, wireless hands-free devices, or similar items are NOT acceptable in your photo.	
7	TOEFL or IELTS score record (non-native English speakers only)	
8	Photocopy of your passport (page which includes your personal details and photograph) Note: If you have not yet obtained your passport, please submit a photocopy by <u>December 22</u> at the latest.	

**This application package must be submitted to the office responsible for student exchange at the applicant's home university.**

**Application for JASSO Scholarship**

Will you apply for the JASSO scholarship?  Yes  No

(If yes, please answer the following questions.)

1 Are you receiving any other scholarships?

Yes (Name of the scholarship: \_\_\_\_\_ )  
(Amount of monthly stipend: \_\_\_\_\_ /per month or total amount: \_\_\_\_\_ )  
 No

2 Have you applied for any other scholarships?

Yes (Name of the Scholarship: \_\_\_\_\_ )  
(Amount of monthly stipend: \_\_\_\_\_ /per month or total amount: \_\_\_\_\_ )  
 No

**\*Please note that late or incomplete applications will not be accepted.**