HOKKAIDO UNIVERSITY SHORT-TERM EXCHANGE PROGRAM
(HUSTEP)

2024-2025

Application Package Checklist
(Use this sheet as the cover page of the application)

APPLICATION DEADLINE: February 9th, 2024, 5pm (Japan Standard Time)

Date: _____ (eg.January. 15th, 2024)

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	University Grading System	☐
6	Certificate of Health	☐
7	Digital Photo data We use these photos for the Certificate of Eligibility and Student ID. * Picture should be easily identifiable. * Photographed within six months before application * Color photo, with plain white background * Height: Width = 4:3	☐
8	TOEFL/IELTS/CEFR score record (non-native English speakers only)	☐
9	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 as quickly as possible.	☐
10	Content to Transfer and Process Personal Data (<u>For EEA students only</u>)	☐

How do you plan to support yourself during your study program？

☐ **I'm applying for a scholarship:**
    ☐ JASSO scholarship* ☐   Other (please specify the details below)
☐ **I'm already awarded for a scholarship** (please specify the details below)

Details: ・ Name of the scholarship:_____.
          ・ Name of the scholarship source: _____.
          ・ Monthly amount:_____/month **or** total amount:_____.

☐ **I will primarily bare all the expenses by myself/will be supported by a sponsor (even if not awarded a scholarship).**

*JASSO scholarship applicants must not receive any other scholarships exceeding 80,000 yen per month during the exchage. Please note that due to a limited number of scholarship offred, only a few students will be able to receive them.

Terms and Conditions

I understand that:

-all of the above items are included in my application package
-incomplete or late applications will not be accepted
-there is a screening process and not all students who apply will be accepted
-I confirm and agree to the above

Signature: _____   Date: _____ / _____ / _____