

●Items to be submitted:

*For items 1, 5, and 6, please enter the data digitally, except for the signature.

*Application documents submitted will be used solely for the purpose of this exchange program.

*For documents that are written in languages other than Japanese or English, please attach an English or Japanese translation.

	Item prepared by Partner University	# of Copy	Notes
1	Nomination Sheet (Form1)	1	
	Items required of Applicant	# of Copy	Notes
1	Application Form for the Program for Exchange Students (Form2)	1	Applicants are requested to enter the same information in the online form using the application link provided in the application announcement email sent to partner institutions. If you submit your application through the online form, it is not necessary to complete the Excel application form. (Please use this form only if you are unable to apply through the application link.)
2	Photocopy of the Applicant's Passport	1	If the applicant does not have a passport, please notify The University of Nagano.
3	Certificate of the Applicant's Registration /Enrollment	1	Must be issued by the applicant's university within 2 months prior to the application for the exchange program in The University of Nagano. The university seal or signature of the responsible department is required. * Please submit this as a separate document from the academic transcript.
4	Academic Transcript	1	Including GPA The university seal or signature of the responsible department is required. * Please submit this as a separate document from the certificate of the Applicant's Registration /Enrollment.
5	Letter of Recommendation by a responsible person of partner university (Form3)	1	
6	Exchange Student Consent Form (Form4)	1	
7	Privacy Policy Consent Form (form5)	1	
8	Health Examination Certificate (Form6)	1	Must be issued within 2 months prior to the application for the exchange program in The University of Nagano. It should certify that the applicant is in good health and is capable of studying in Japan. A certificate in a different form will be accepted if it covers the same information on the sample form. Please be careful not to leave any fields blank.
9	If the applicant will cover the expenses for his/her stay in Japan: 1. Applicant's Bank Balance Certificate or If a person other than the applicant will cover the expenses, all of the following documents 1 - 3 by a supporter must be submitted: 1. Bank Balance Certificate 2. Income Certificate 3. Employment Certificate	1 Or 1 1 1	These documents support the Application for a Certificate of Eligibility for Entry into Japan. If a person other than the applicant will cover the expenses for the applicant's stay in Japan, all of the three documents by the supporter are required. About 23,500 -27,500 YEN will cost monthly for living our Zozan dormitory (meals are not included). In addition to travel expenses to The University of Nagano, as well as various initial expenses when moving into a dormitory. E.g.: About 600,000 Yen for half a year About 1,200,000 Yen for a year *Regarding financial support, if you selected "Scholarship," please submit an official documentation

			confirming scholarship award (stating your name, study period, and amount awarded—either the full amount or the monthly payment amount) and the agreement of the scholarship (signed by the recipient). *All the documents must be written in Japanese or English.
10	Photo (4cm×3cm) Photos must meet the specifications by Immigration Services Agency of Japan shown on its website: Photo submission requirements	1	Image data must meet the specifications by Immigration Services Agency of Japan. Make sure that there is sufficient space above the head and around the upper body, and that its resolution is high enough to produce a clear photo.
11	Photocopy of a Certificate or Notification of the Result of Japanese Language Proficiency Test (JLPT)	1	Certificate equivalent to N2 or more. We might have an online interview later.
12	Photocopy of a Certificate of English Language Proficiency (e.g. IELTS, TOEFL...etc)	1	To be submitted if available.