

Application for Certificates

It takes 3 working days to issue a Japanese Version; 10 days to issue an English Version.
You have to show your identity card, like driving license when you receive the certificates.

【Applicant】	Date of application	(y)	(m)	(d)																														
<div style="display: flex; justify-content: space-around;"> <div style="border: 1px dashed black; border-radius: 50%; padding: 5px;">Graduates</div> <div style="border: 1px dashed black; border-radius: 50%; padding: 5px;">Current Students</div> </div>	Student no. _____ Undergraduate school : Department of _____ year _____ Graduate school : Department of _____ year _____																																	
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Name in katakana(or kanji)</td> <td colspan="4">_____</td> </tr> <tr> <td>Name in alphabet</td> <td colspan="4">_____</td> </tr> <tr> <td>Date of birth</td> <td style="text-align: center;">(y)</td> <td style="text-align: center;">(m)</td> <td colspan="2" style="text-align: center;">(d)</td> </tr> <tr> <td>Nationality</td> <td>_____</td> <td>Sex</td> <td><input type="checkbox"/> Male</td> <td><input type="checkbox"/> Female</td> </tr> <tr> <td>Phone no. at day time</td> <td colspan="4">_____</td> </tr> <tr> <td>e-mail address (if possible)</td> <td colspan="4">_____</td> </tr> </table>					Name in katakana(or kanji)	_____				Name in alphabet	_____				Date of birth	(y)	(m)	(d)		Nationality	_____	Sex	<input type="checkbox"/> Male	<input type="checkbox"/> Female	Phone no. at day time	_____				e-mail address (if possible)	_____			
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e-mail address (if possible)	_____																																	

【What kind of certificates do you require?】

Undergraduate school	Department of _____	Certificate of graduation	Japanese	copy	English	copy
		Transcript	Japanese	copy	English	copy
Graduation year		↓ Others (_____)	Japanese	copy	English	copy
_____ (y)	_____ (m)		_____ (d)			

Graduate school	Department of _____	Certificate of completion	Japanese	copy	English	copy
		Transcript	Japanese	copy	English	copy
Completion year		↓ Others (_____)	Japanese	copy	English	copy
_____ (y)	_____ (m)		_____ (d)			

Research student	Name of the certificate required	Japanese	copy	English	copy
		(_____)			
Enrollment date	_____ (y)	_____ (m)	_____ (d)	<div style="display: flex; justify-content: space-around;"> <div style="border: 1px dashed black; border-radius: 50%; padding: 5px;">Undergraduate school</div> <div style="border: 1px dashed black; border-radius: 50%; padding: 5px;">Graduate school</div> </div>	
Completion date	_____ (y)	_____ (m)	_____ (d)		

Purpose
Organisation concerned

※事務処理欄

受付		身証		月日		卒名No.		種別	〒引出	発行	
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