

Checklists for SOKENDAI Doctoral Program 2027
“Special Admissions for Applicants Residing Abroad”
The Graduate Institute for Advanced Studies
[Global Environmental Studies Program Program]

Before submitting your application documents, review them using this checklist and prepare them accordingly. If any of the application documents are incomplete, your application will not be accepted.

Application documents must be submitted in either English or Japanese. If any certificates or other documents are issued in a language other than English or Japanese, they must be accompanied by an English translation.

☐	a)	Application Form (attached)
		☐ No columns are left blank or unfilled. You signed the application form.
☐	b)	Examination fee: 30,000 yen
☐	c)	Official Transcripts
		☐ Applicants applying for the three-year doctoral program must submit the Official Transcripts of each academic year from both undergraduate and graduate schools. ☐ Applicants applying for the five-year doctoral program must submit the Official Transcripts of each academic year from their undergraduate school.
☐	d)	Certificate of Graduation or Expected Graduation (original or certified copies)
		☐ Applicants applying for the three-year doctoral program must submit Certificates of Graduation for both undergraduate and graduate schools. ☐ Applicants who have not yet graduated from a university must submit an attested document certifying that the applicant will graduate before entering the doctoral program.
☐	e)	Certified copy of degree diploma
		☐ Applicants who have already graduated from a university must submit certified copies of degree diplomas, as follows: • Applicants applying for the three-year doctoral program must submit certified copies of their bachelor's and master's degree diplomas
☐	f)	Recommendation letter (original, free format)
		☐ Recommendation letter should be written on letterhead of the affiliation. ☐ The recommender should know your research / academic activities and be in a superior position to you. ☐ The recommendation letter must be addressed to the President of SOKENDAI. It is preferred that the letter starts with 'Dear President of SOKENDAI' or 'Dear Dr. Nagata Takashi' instead of 'Dear Sir/Madam' or 'To whom it may concern'. ☐ Please attach a document indicating the position of the person who wrote the recommendation letter.
☐	g)	List of research presentations and publications (free format)
☐	h)	Summary of previous research experience (free format, approximately 1,000words)
☐	i)	Summary of master thesis
		☐ If the applicant has no theses or publications, please submit a summary of his/her current research project. ☐ The summary of your master thesis or current research project should be written in approximately 2,000 words in English.
☐	j)	Copy of master thesis (if available)
☐	k)	Academic papers (if any, up to 2 papers)
		☐ The thesis or academic paper is to be submitted in PDF format.
☐	l)	Field of Study and Research Plan (Attached)
		☐ The item, "3 Study program in Japan," on the form should be written in approximately 1,000 words in English and can include diagrams and/or tables as supplementary information.
☐	m)	Photocopy of applicant's passport pages showing applicant's name, date of birth, nationality, gender, photograph, and passport number.

If you have any questions or concerns, please contact the Student Affairs Section at SOKENDAI at gakusei@ml.soken.ac.jp. When making inquiries, be sure to CC an email to your prospective academic advisor.