

**Application Materials Checklist**

**出願書類チェックリスト**

(Please enclose this checklist in your application)

出願書類に同封してください

Applicant's name/志願者氏名: \_\_\_\_\_

Intended Track (check one)/希望コースを一つ選んでください

- English Track       Japanese Intensive Track       日本語集中講座B

Check the items you enclosed./同封した書類にチェックを入れてください

- Application forms / 志願票 (3 pages downloaded from MyPage)

- Essay / 志望理由書

- Official Transcripts from: / 学業成績証明書 (学校名を記入)

1. \_\_\_\_\_

2. \_\_\_\_\_

- Proof of English Proficiency for English track applicants

I have requested that my official  TOEFL or  IELTS scores (paper format) be sent directly to Sophia (if applicable).

When?       During test registration       After test registration

Date of request: \_\_\_\_\_

- I will submit the IELTS scores via the Test Report Form (TRF) number (if applicable)

TRF number: \_\_\_\_\_

- Proof of Japanese and English proficiency for Japanese Intensive track applicants

- 日本語能力試験(JLPT), J-CAT(Japanese Computerized Adaptive Test)の成績証明書  
(日本語集中講座B希望者)

- SAT/ACT/IB score results (Optional)

- Recommendation Letters from:/推薦状 (推薦者名を記入)

1. \_\_\_\_\_  Enclosed (同封)  Sent directly to Sophia (直送)

2. \_\_\_\_\_  Enclosed (同封)  Sent directly to Sophia (直送)

- Certificate of Health/健康診断書

- Photocopy of passport (for foreign passport holders)

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Please double-check the following:/以下について再度チェックしてください。

- I have paid the application fee of 35,000 yen/入学検定料 35,000 円を支払いました。

- Message, if any