**部局間交流協定校　交換留学（派遣）提出書類確認書**

**Confirmation Sheet of Documents to be Submitted for Application for the Student Exchange**

 **Program with Partner Institutions Based on­ Departmental Exchange Agreements**

|  |  |  |
| --- | --- | --- |
| 申請者氏名Applicant Name | 姓Family Name | 名（ミドルネーム含む）Given Name (incl. middle name(s)) |
| 漢字Kanji |  |
| ふりがなFurigana |  |
| 英字（パスポート表記のとおり）Roman letters (as listed on applicant’s passport) |  |

下記書類の提出にあたっては、「部局間交流協定校　交換留学（派遣）募集要項」をお読みください。

Before submitting the documents below, carefully read the Application Guidelines for the Student Exchange Program.

[ ] 　**出願書類提出確認書**【所定様式】Confirmation Sheet of Documents to be Submitted [Prescribed form]

[ ] 　**願書**【所定様式、申請者の署名必須】Application Form [Prescribed form; with the applicant’s signature]

[ ] 　**成績証明書**【原本】Academic transcript [Original]

[ ] 　**指導教員からの推薦書**【所定様式・原本・厳封、推薦者の署名必須】

Letter of Recommendation written by supervisor [Original in prescribed form; with the supervisor’s signature

and in a sealed envelope]

※推薦者から直接提出するよう依頼してください

\*Students are advised to ask their supervisor (i.e., recommender) to submit one to the office directly.

[ ] 　**各種語学検定試験証明書**【原本 \*コピー後に返却します】

Language proficiency test certificate [Original; Will be photocopied and returned to the applicant.]

[ ] 　**パスポート**【コピー、保有者のみ】Passport [Copy; Applicable only to passport holders]

[ ] 　**健康診断書** （北大保健センター発行の健康診断書でも可）

Health certificate (A certificate issued by Hokkaido University Health Care Center is acceptable.]

[ ] 　**健康チェックシート**【所定様式】Health Check Sheet [Prescribed form]

-------------------------------------大 学 使 用 欄/ For office use only below this point -------------------------------------

受 付 日/ Application Date：　　　 年　　月　　日

受付番号/ Application Number：