

Check Sheet

Names:			<u>Age</u>
<u>Family Name</u>	<u>First Name</u>	<u>Middle Name</u>	
Academic Ground (*Refer to the last university you were/are enrolled at.)			
<u>Department</u>	<u>Faculty</u>	<u>University</u>	
<u>Field of Study in Japan</u>		<u>Occupation</u>	

Please check if each form or document is prepared. Please use paper clips, no staples.

1.	Application Form (Photograph × 3 (4.5×3.5 cm): paste each one onto each Form).	Original	1	
		Copy (with your original signature for each copy)	2	
2.	Placement Preference Form	Original	1	
3.	Field of Study and Research Plan - Attachment	Original	1	
		Copy	2	
4.	Certified grade transcript for each academic year from the last university attended	Original	1	
		Copy	2	
5.	Graduation certificate or degree certificate of the last University attended	Original	1	
		Copy	2	
6.	Recommendation letter from the president/dean or the adviser of the current university or the last university attended or the university currently attending	Original	1	
		Copy	2	
7.	Medical certificate (can be submitted after the language exam)	Original	1	
		Copy	2	
8.	Abstracts of theses (if applicable)	Original	1	
		Copy	2	
9.	Certificate of language proficiency (if applicable)	Copy	2	
10.	Recommendation Letter from the present employer (if currently employed)	Original	1	
		Copy	2	
11.	Photograph(s) showing applicant's own works of art or a digital audio file of musical performance (*only for those majoring in fine arts or music)	Original	1	
		Copy	2	
12.	Official documents that proves the Syrian Nationality	Copy	1	
13.	Check Sheet (This sheet)	Original	1	

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Embassy of Japan in Syria