

Doctoral Program Application Document Checklist(International Student)

Filing date: / /

Name _____ Division Name _____

※Please check the classification of international students after enrollment.

Self-supported students Supported by Foreign Government Japanese Government Scholarship Students

Check the presence of the following documents and the notes in the remarks column, and put "✓" in the check column

	Documents to be submitted	Check	Remarks	Office field
1	Check List		This check list	
2	Application form, Resume		A PDF file that can be generated after completing the online application must be printed in color on A4 size paper.	
			Enter an e-mail address that will be available	
			Enter names of the University/institution you have graduated from or are currently enrolled in correctly.	
			Dated and signed at the bottom of the resume.	
			Corrections shall be made in a red pen.	
3	Master's thesis or research reports during the master's program		<ul style="list-style-type: none"> • Unspecified format, approximately one or two pages of A4-sized paper. • Applicants who expect to be awarded a master's degree or professional degree by March 2027 (or by September 2026 for October enrollment) or applicants who have been passed a Qualifying Examination at a foreign university must submit a research progress overview (unspecified format, approximately two pages of A4-sized paper) instead of a master's thesis summary. • Not required for those who do not have a master's or professional degree. 	
4	Envelope for the Admission Ticket		Download the "Label for admission ticket" from our website and print it in color and paste it to an envelope(240mm × 332mm).	
			Write your postal code, address(Laboratory address is not available), your name and division you apply on the envelop with a black ballpoint pen.	
			Affix postage stamps totaling 480 yen on the envelope.	
5	Envelope for the Results Notification		Download the "Label for results notification" from our website and print it in color and paste it to an envelope(240mm × 332mm) .	
			Write your postal code, address(Laboratory address is not available), your name and division you apply on the envelop with a black ballpoint pen.	
			No need to attach stamps.	
6	Transcript of Master's course *Not required for those who graduate from the Graduate School of Engineering or the Graduate School of Information Science and Technology, Hokkaido University. *No need to submit if you have no graduate school history. *Research students currently enrolled in the Faculty of Engineering are not required if submitted when applying for a research student.		<Applicants who graduated/ are expected to graduate from a university in any country/region other than China > • Submit the original certificate. • If the original certificate is written in a language other than Japanese or English, the official Japanese or English translation is attached.	
			<Those who have graduated from or plan to graduate from Chinese University> • Go to the website CHSI and apply for verification report of transcript in English. • Request CHSI to send the transcript directly to the Graduate School of Engineering (k-gakuin@eng.hokudai.ac.jp) via e-mail by the application deadline.	
7	Transcript of Bachelor's course *Not required for those who graduate from the School of Engineering, Hokkaido University *No need to submit if you have no graduate school history. *Research students currently enrolled in the Faculty of Engineering are not required if submitted when applying for a research student.		<Those who graduated, graduated from universities in each country, areas other than China> • Submit the original certificate. • If the original certificate is written in a language other than Japanese or English, the official Japanese or English translation is attached.	
			<Those who have graduated from Chinese University> • Go to the website CHSI and apply for verification report of transcript in English. • Request CHSI to send the transcript directly to the Graduate School of Engineering (k-gakuin@eng.hokudai.ac.jp) via e-mail by the application deadline.	
8	Certificate of (expected) Graduation *Not required for those who graduate from the Graduate School of Engineering or the Graduate School of Information Science and Technology, Hokkaido University. *No need to submit if you have no graduate school history. *Research students currently enrolled in the Faculty of Engineering are not required if submitted when applying for a research student.		<Those who graduated, graduated from universities in each country, areas other than China> • Submit the original certificate. • If the original certificate is written in a language other than Japanese or English, the official Japanese or English translation is attached. • Students who have graduated from a foreign university (except China) may submit a copy of diploma (certified original by the issuing institution).	
			<Those who have graduated from or plan to graduate from Chinese University> • Go to the website CHSI and apply for the verification report. • Request CHSI to send the verification report directly to the Graduate School of Engineering (k-gakuin@eng.hokudai.ac.jp) via e-mail by the application deadline.	
9	[only if applicable] Confirmation letter equivalent to Qualifying Examination		Required for applicants who have been passed a Qualifying Examination at a foreign university.	
10	Recommendation letter		The letter shall be provided by your supervisor in the most recently graduated /expected to graduate program with his/her original handwritten signature (no copies accepted). Not required for those who graduate from School of Engineering, Hokkaido University.	
11	Photocopy of Residence card/Passport		Please submit photocopy of your passport. If you are currently living in Japan, please submit Residence Card instead.	