

**HOKKAIDO UNIVERSITY SHORT-TERM EXCHANGE PROGRAM
(HUSTEP)**

Spring 2023

Application Package Checklist

(Use this sheet as the cover page of the application)

APPLICATION DEADLINE: October 28th, 2022

Date: _____ (eg. October 5th, 2022)

Name of applicant: _____

(Family)

(Given)

(Middle)

Home University: _____

Application must be sent in a complete package containing all the following documents.

	Checklist	Check
1	Completed HUSTEP application form	
2	Certificate of Enrollment	
3	Recommendation letter from an academic supervisor	
4	Official transcript of academic record with the grading system	
5	Certificate of Health	
6	3 photographs (should be cut up 40×30mm / 1.6×1.2inch) and paste one picture on the application form * We use these photos for the Certificate of Eligibility and Student ID * Picture should be easily identifiable and printed on photographic papers * Photographed within six months before application * Color photo, with plain white background	
7	TOEFL/IELTS score record (non-native English speakers only)	
8	Photocopy of your passport (page which includes your personal details and photograph) Note: If you have not yet obtained your passport, please submit a photocopy by December 9th at the latest.	
9	Content to Transfer and Process Personal Data (For EEA students only)	

This application package must be submitted to the office responsible for student exchange at the applicant's home university.

Application for JASSO Scholarship

Will you apply for the JASSO scholarship? ☐ Yes ☐ No

(If yes, please answer the following questions.)

1 Are you receiving any other scholarships?

☐ Yes (Name of the scholarship: _____)

(Amount of monthly stipend: _____ /per month or total amount: _____)

☐ No

2 Have you applied for any other scholarships?

☐ Yes (Name of the scholarship: _____)

(Amount of monthly stipend: _____ /per month or total amount: _____)

☐ No

***Please note that late or incomplete applications will not be accepted.**