

NAME:(English Alphabet)
氏名:(漢字)

※No.

Registration Form(調査票 書式B1-2)

1. Official Education

Please list, in chronological order, all schools attended from elementary school to your current or most recent school, including university. DO NOT include nursery, kindergarten or language schools.

12 years of official education are required (or must be scheduled to be completed by the time of enrollment).

Please write the school name in English.

Name of School	School Category	Medium of Instruction	School Address (City, Country)	Period of Attendance				Years Attended
				Start Date		End Date		
				Year	Month	Year	Month	
ABCD Elementary School	Elementary	Japanese	Tokyo, Japan	2006	4	2011	8	5
EFGH International School	Elementary	English	Hawaii, USA	2011	9	2012	6	1
EFGH International Middle School	Middle	English	Hawaii, USA	2012	9	2015	6	3
IJKL Foreign Language High School	Senior High	Korean	Seoul, ROK	2015	6	2018	2 prospective	3

Total Years of Education: () years

2. Other Attended Schools

Please list any other schools that you have attended (e.g. language schools, specialized institutions).

Name of School	School Category	Medium of Instruction	School Address (City, Country)	Period of Attendance				Years Attended
				Start Date		End Date		
				Year	Month	Year	Month	

3. Employment History

If you are currently working or have been employed previously, please enter your work details and job descriptions below.

If you are presently employed, please submit a letter of employment.

Do not include part-time work.

Name and Address of Company	Title	Period of Work			
		From		To	
		Year	Month	Year	Month

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Dotted lines for writing the essay.

Word Count:

/300

Date:

Signature:

NAME:(English Alphabet)

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Area with horizontal dashed lines for writing the essay.

Word Count:

/600

Date:

Signature:

※No.

※Please do not fill in this column.

Letter of Reference (推薦書 書式B3-2) MUST NOT BE FILLED IN BY THE APPLICANT

The student below is applying to Ritsumeikan University for admission to an undergraduate program of study. To assist us in the selection process, we would be most grateful if you could complete this form.

1. Please honestly evaluate the applicant's qualities and potential to carry out studies at the undergraduate level.
2. Please date and sign this form.
3. The contents of this form are **confidential** and should not be shared with the applicant.
4. This form **must be sealed in an envelope** and returned to the applicant.
5. Please also enclose your business card in the envelope, if available.

I. Your Details

Name		Title	
School/Organization Name			
School/Organization Address	-----		
	Postal Code:	Country:	
Phone Number		E-Mail	

II. Applicant Evaluation

1. Please write the name of the applicant. _____
2. How long have you known the applicant? _____
3. In what capacity do you know the applicant? (e.g. teacher from the high school) _____
4. Please assess the applicant on a scale of **1 (lowest) to 5 (highest)** in relation to the following criteria by circling the appropriate number:

Low ←-----→ High

	1	2	3	4	5	Unable to Comment
Intellectual ability						
Motivation						
Problem solving ability						
Leadership						
Written communication skills in English						
Oral communication skills in English						
Overall assessment of applicant						

5. Please make further comments on the ability and potential of the applicant, or any remarks that may be of assistance in assessing this application.

(If the space provided below is insufficient, please feel free to attach a separate recommendation letter.)

Date: _____

Signature: _____

Before returning this form to the applicant, please put the complete form in an envelope, seal it, and sign your name across the seal.