

NAME:(English Alphabet)
氏名:(漢字)

※No.

※Please do not fill in this column.

Registration Form(志願者経歴書 書式K1)

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	2010	4	2014	8	4
EFGH International School	Elementary	English	Hawaii, USA	2014	9	2016	6	2
EFGH International Middle School	Middle	English	Hawaii, USA	2016	9	2019	6	3
IJKL Foreign Language High School	Senior High	Korean	Seoul, ROK	2019	6	2022	2 <i>prospective</i>	3

Total Years of Education: () years

2. Other Attended Schools

Please list any other schools that you have attended (e.g. preparatory schools, 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	

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Word Count:	/600	Date:	Signature:
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Letter of Reference (推薦書 書式K3) 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		Occupation/ 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					
Intellectual ability	1	2	3	4	5	Unable to Comment
Motivation	1	2	3	4	5	Unable to Comment
Problem solving ability	1	2	3	4	5	Unable to Comment
Leadership	1	2	3	4	5	Unable to Comment
Written communication skills in English	1	2	3	4	5	Unable to Comment
Oral communication skills in English	1	2	3	4	5	Unable to Comment
Overall assessment of applicant	1	2	3	4	5	Unable to Comment

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.

