

Application Checklist

Name of Applicant: _____

■ List of required documents for the all applicants

Submission Deadline:

[PDF format] September 3, 2026 5:00pm (JST)

No.	Check	Documents	Notes
A-1		Application Checklist 【This Form】	
A-2		Application Form (for the University of Tsukuba) 【Prescribed Form】	Attach a digital image of your face photo in the application form.
A-3		Academic transcript of each academic year of the last university	Issued by the university attended
A-4		Graduation certificate and degree certificate of the last	Issued by the university attended
A-5		Summary of Research and Future Research Plans 【Prescribed Form】	Write it in English by using the designated form.
A-6		Documents to certify the language proficiency	<p>Japanese: Certificate for passing the exam of N2 or higher level of JLPT</p> <p>English: Score report of a language proficiency test that corresponds to B2 or higher level of CEFR</p> <p>* Applicants must have obtained a score equivalent to CEFR B2 or higher on a test that assesses all four skills: Listening, Reading, Speaking, and Writing. For TOEIC, applicants must take both the TOEIC Listening & Reading Test and the TOEIC Speaking & Writing Tests, and all four skill scores must be equivalent to CEFR B2 or higher to be eligible.</p> <p>* For tests that provide scores for each skill, all skill scores must be at or above CEFR level B2.</p> <p>* If you have results from two or more proficiency tests, submit only one of them.</p> <p>Note: An applicant who have graduated or will graduate from university or a graduate school where English or Japanese is the main language should submit an official document issued by the university.</p>
A-7		Examination Admission Slip 【Prescribed Form】	<p>The photo must be: sized 4.5 x 3.5 cm; taken within the last 6 months; upper body; hat off; front side. Attach it as electronic data.</p> <p>Note: Please do not change the image of the person by editing or processing the image to make the eyes look larger, whitening the skin, or modifying facial features, moles, wrinkles, etc. Such modifications may prevent us from verifying the applicant's identity using the photo on the reference card on the examination day.</p> <p>If any image editing or manipulation is detected, it may be treated as misconduct.</p>
A-8		Letter of Approval for Entrance Exam and Admission 【Any format is acceptable】	<p>Applicants who fall under the categories below are required to submit this document:</p> <ol style="list-style-type: none"> 1. Individuals who are currently attending a university or graduate school. *Except for applicants who are expected to complete by the admission. 2. Individuals who are currently working for a government agency, school, or company (except for part-time workers) <p>Please refer to “(2) Required Documents” under “2. Selection and Notification” in the application guidelines.</p>

* All the documents except for specified official documents must be submitted in A4 size paper (same size as the application form) either in Japanese or English.