



## Master's Program: Peace and Conflict Studies (PCS) Course 2025 Application Checklist

<b>Name</b>	
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- ✓ Check the boxes and submit this form with the other application documents.
- ✓ The application deadline for the PCS Course under the SP-MEXT scholarship is 3 February, 2025.

	Items	Applicants for PCS Course		Applicants for PCS Course under SP-MEXT Scholarship	
		Notes	Check ✓	Notes	Check ✓
1	Application Form (4 pages)				
	▶ Did you tick either “YES” or “NO” for the SP-MEXT scholarship?				
	▶ Did you paste your photo?				
	▶ Did you pay the application fee?				
	▶ Did you sign by hand on page 4?				
2	Personal Statement	▶ Use TUFSS's format.		▶ Use TUFSS's format.	
3	Resarch Proposal	▶ Use TUFSS's format.		▶ Use TUFSS's format.	
4	Copy of One Academic or Professional Publication	▶ Optional		▶ Optional	
5	Two Letters of Recommendation	▶ Attach a TUFSS's cover letter to each letter. ▶ Read page 18 of the Admissions Information carefully.		▶ Attach a TUFSS's cover letter to each letter. ▶ Read page 18 of the Admissions Information carefully.	
6	Academic Transcript(s) of Grades of Most Recently Attended University	▶ <b>1 set</b> ▶ Only an original or a true copy is accepted. Photocopies are not accepted.		▶ <b>2 sets</b> ▶ At least one must be an original or a true copy.	
	▶ Do you have an official translation?	If the transcript(s) are written in a language other than English or Japanese, you are required to <b>attach an English (or a Japanese) translation</b> to the official transcript(s).		If the transcript(s) are written in a language other than English or Japanese, you are required to <b>attach an English (or Japanese) translation</b> to the official transcript(s).	
7	Certificate(s) of (Expected) Graduation	▶ <b>1 set</b> ▶ Only an original or a true copy is accepted. Photocopies are not accepted.		▶ <b>2 sets</b> ▶ At least one must be the original or a true copy.	
	▶ Do you have the official translation?	If the certificate(s) are written in a language other than English or Japanese, you are required to <b>attach its English (or Japanese) translation</b> to the official certificate(s) written in the original language.		If the certificate(s) are written in a language other than English or Japanese, you are required to <b>attach its English (or Japanese) translation</b> to the official certificate(s) written in the original language.	
8	Online Verification Report of HEQC	▶ Applicable only for those who have graduated from a university in China ▶ Must be an English version		▶ Applicable only for those who have graduated from a university in China ▶ Must be an English version	
9	Evidence of English Proficiency (TOEFL, IELTS, TOEIC or Cambridge) ▶ Have you ordered your score report to be sent to TUFSS? -- or -- ▶ Have you included the original official score report?				
10	Additional Photograph(s)	▶ Two, 4cm by 3cm, portrait-style		▶ Three, 4cm by 3cm, portrait-style	
11	Proof of Citizenship or Proof of Residence in Japan	[International Applicants] ▶ A copy of your passport [Applicants residing in Japan] ▶ A copy of your residence (Zairyu) card [Japanese Nationals] ▶ Not applicable		▶ A copy of your passport	
12	Application Fee				
13	Confirmation of Financial Award(s)	▶ Applicable for those already on a MEXT scholarship or any other scholarship.			
14	Application Form for MEXT Scholarship			▶ Download from the TUFSS webiste	
15	MEXT Field of Study and Research Plan			▶ Download from the TUFSS webiste	
16	Abstract of thesis			▶ A4, 1~2 pages	
17	Application Checklist	▶ Include this form in your application.		▶ Include this form in your application.	

Signature: \_\_\_\_\_ Date: \_\_\_\_\_