

To Those who plan to apply for admission to Nagaoka University of Technology,

For our confirmation of application qualification, we ask you to complete ‘Summary of Educational Background’ as below and send it to Division of Admissions BEFORE application. We will accept your application after the confirmation. The result of confirmation is notified in written form.

## **Notes on filling in Summary of Educational Background**

All of the materials should be filled out in **English** or in **Japanese**. If any certificates are written in another language, please attach a translation in English or Japanese.

1. The following documents are to be attached;

- Copy of **Certificate of Graduation** of latest institute or **Certificate of expected date of Graduation. (Graduation date is specified)**
- Copy of **Academic Record (transcript)** of latest institute

2. Please indicate in comments in the form in case you;

- 1) change the majors or institutes (name of the new institute and period of study should be indicated); or
- 2) skip the grades (date and period of skipping grades should be indicated; like ‘skipped second grades of September 2005 to August 2006’); or
- 3) there is anything to be specially indicated.

3. Name of school should be the latest one of each division of education.

4. Kindergarten, nursery school are not indicated in educational background.

5. For Address of school, name of city, state, prefecture, etc. is to be indicated.

6. The form should be filled in with black ballpoint pen.

7. If you are awarded Japanese Government scholarship or are applying for the scholarship, please indicate it in the designated space.

ALL the documents are to be sent to;

Division of Admissions

Nagaoka University of Technology

1603-1 Kamitomioka, Nagaoka, Niigata

940-2188, JAPAN

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