

## International Exchange Student Application Form STEPS (Short-Term Exchange Program of Saitama University)

### NOMINATION CHECK LIST

To be submitted **by the coordinator**

|                          |                                                                                                                                                                                                                                                                                                                                                                                                                          |
|--------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | 1. Is the number of student sent by home university within the agreed slots including outbound student(s) currently studying at Saitama University in our MoU ?                                                                                                                                                                                                                                                          |
| <input type="checkbox"/> | 2. Certificate of Enrollment<br>-----<br>Will NOT the student graduate from the home university during the study abroad period ?<br><input type="checkbox"/> Please note that <b>if a student graduates from their university during the study abroad period, they will not be able to enrol in the next semester as exchange student in Saitama University.</b>                                                         |
| <input type="checkbox"/> | 3. Official Academic Transcript (GPA Conversion Certificate)<br><input type="checkbox"/> Is a cumulative GPA 2.4 or higher?<br>-----<br>3-b. GPA Conversion Certificate<br>If your university does not adopt 4.0 scale, please convert from the website below.<br><a href="https://www.scholaro.com/gpa-calculator/">https://www.scholaro.com/gpa-calculator/</a>                                                        |
| <input type="checkbox"/> | 4. Official Language Proficiency Score copy<br><input type="checkbox"/> Does a student meet bellow language requirements ?<br>• TOEFL PBT 533; TOEFL iBT 72; IELTS 5.5 (CEFR B2) or Equivalent<br>• JLPT N2 or Equivalent<br>-----<br>4-b. Certificate of Language<br>Be required to submit <b>if a student doesn't have any Score and/or is currently enrolled in undergraduate/graduate programs taught in English</b> |