

Recommender: Please email this form to programs@kccjee.org



Institutional Certification Form

This is to certify that _____
(Name of Applicant)

is a graduate student enrolled in good standing at

(Name of Institution)

Degree Expected _____ Expected Date of Graduation _____

Name (printed or typed) _____

Signature _____

Title _____

E-mail address _____

Phone number _____

Date _____

Important: A candidate's application will be considered incomplete, and therefore ineligible for consideration, without completion of this form by a university representative (department chair, graduate dean, or dissertation director). Applicants must be currently enrolled in a graduate program. Return this form with the completed application.

Language Competency Evaluation Form

Name of applicant _____

To Be Completed By The Applicant *(please use a separate sheet to type your answers)*

1. List courses taken in college and graduate school in Japanese language and/or literature, including those now in progress. Give name of course and brief description where necessary. Do not list course catalogue number. Provide course grade if available.
2. You may need to follow university lectures, participate in seminar discussions, and understand written materials that are in Japanese. Specifically, what are you doing now and what are you planning to do to bring your language facility to this point?

To Be Completed By A Certified Language Teacher *(preferably a college or university faculty member)*

1. Please comment on the applicant's present language ability in each of the following:

Aural Comprehension:

- None
- Limited to slow, uncomplicated sentences
- Understands simple conversation
- Understands conversation on simple academic topics
- Understands sophisticated discussion of academic topics

Speaking Ability

- None
- Can only form structurally simple, short utterances
- Uses basic grammatical structure, speaking with limited vocabulary
- Uses structural patterns, but not with consistent accuracy; adequate to handle conversational subjects
- Has control over structural patterns; can handle a wide range of conversational situations

Reading Ability

- None
- Limited to simple vocabulary and sentence structure
- Understands conventional topics and non-technical subjects
- Understands materials whose content contains idioms and specialized terminology
- Understands sophisticated materials including field of proposed study literature

Writing Ability

- None
- Writes simple sentences on conventional topics, with some errors in spelling and structure
- Writes on academic topics with few errors in structure and spelling
- Writes with idiomatic ease of expression and feeling for the style of the language

2. Please select one of the following to indicate your general opinion of this applicant's ability in Japanese
 - Will require considerable training before necessary competence can be attained
 - Should be able to manage adequately after some additional formal training
 - Should be able to manage adequately after a short period of adjustment abroad
 - Should have no difficulty

3. Is the applicant's present language competence adequate to carry out the proposed study? **No** **Yes**

Name of language reviewer (printed) _____

Signed _____ Date _____

Position or Title _____ E-mail _____ Phone _____

Address or affiliation _____



Application Checklist

RECEIPT DEADLINE: March 13, 2023

Applications received after this deadline are not eligible and therefore will not be forwarded for review.

Name of Applicant _____
(Last) (First) (M.I.)

Check items enclosed (all pieces are required). All materials should be sent by email unless it is not possible to do so. If not possible, please explain the circumstances.

- Application Form**
- Statement of Project**
- Resume / Curriculum Vita**
- Autobiographical Statement**
- Three Letters of Recommendations**
- Institution Certification Form**
- Language Competency Evaluation Form**
- University Transcripts**