Instructions for submission of application documents

Documents should be submitted in PDF format.
Submit the documents in electronic form via the intra-university file sharing system.

<[General] Instruction for creating files in PDF format>
    As a scanned PDF file can be voluminous, create a PDF file by converting it from another electronic format file if available (ex. converting a Word file into a PDF format file).
    When creating a scanned PDF file from a printed document, follow the instructions below:
    ・Resolution: 300dpi
    ・Color: Full-color for pages including drawings and photos to be printed in color, and grayscale for other black and white pages

(1) 【Form 1】
    ● Submit Form 1 in scanned PDF format.
        *An official seal can be replaced by an image of a seal impression placed on an electronic file or a scanned image of a document with a seal impression.

(2) 【Form 2】
    ● Submit Form 2 in PDF format directly converted from another electronic format file in principle.

(3) 【Form 2 attachment, offprint of original papers】
    ● Submit the documents in PDF format directly converted from another electronic format file in principle.
        *For an offprint of a book, submit a PDF format of the front cover, table of contents and the abstract of the related portion.
        *For a copy of a book, submit a galley proof in PDF format if provided by the publisher. If not, submit 13 copies of the book by way of intra-university courier or other means.

(3) 【Form 3】
    ● Submit Form 3 in scanned PDF format.

(4) 【Form 4】
    ● Submit Form 4 in PDF format directly converted from another electronic format file in principle.

<Files to be submitted>
An applicant is required to submit the files according to the following instructions:
(1) One PDF file combining Form 1, Form 2, Form 3 and Form 4 according to this order
    Filename: (Applicant's name)_1_Application docs.pdf
(2) One PDF file combining offprints of original papers as attached to Form 2
    Filename: (Applicant's name)_2_offprints.pdf

<Application deadline>
 May 10, 2024 (Fri)

<Section for submitting application documents>
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