

JAPAN-IMF SCHOLARSHIP PROGRAM FOR ASIA 2016-17
PARTNERSHIP TRACK ONLY
DEADLINE: December 1, 2015

9. APPLICATION CHECKLIST

Please read and check the boxes, and make sure all necessary documents (1 to 11) are provided as requested. Incomplete applications will not be processed. Please submit five sets of application documents (one original set and four sets of photocopies) in the order below. Each set of application material should be bound by a clip (staples should not be used). **Please also send the five sets in one package to.**

Japan-IMF Scholarship Program for Asia
IMF Regional Office for Asia and the Pacific
21 Floor Fukoku-Seimei Building
2-2-2 Uchisaiwai-cho
Chiyoda-ku, Tokyo 100-0011
Japan

- ☐ **1. One original copy of the application form (pp. 1-3):** The application form must be completed by the applicant.
- ☐ **2. One original nomination letter (p. 4):** The letter must be authorized, signed, and dated by the sponsor with an official seal of the sponsoring agency.
- ☐ **3. One original letter of declaration (p. 5):** The letter must be completed, signed, and dated by the applicant.
- ☐ **4. Two letter of reference:** As described in [the Application Guidelines section](#).
- ☐ **5. Research proposal for thesis or policy paper:** As described in the section 6 of the application form (p. 4).
- ☐ **6. Official copies of diploma or degree certificates:** As described in [the Application Guidelines section](#).
- ☐ **7. Official transcripts:** As described in [the Application Guidelines section](#).
- ☐ **8. Official English translations:** Translations are required if supporting documents are not presented in English. Each translation must be clipped to the original document written in the native language.
- ☐ **9. One original copy of the TOEFL Score Record or IELTS Test Report:** As described in [the Application Guidelines section](#).
- ☐ **10. Passport copy:** If available, please attach a copy of your valid national passport.
- ☐ **11. Check list (p. 6):** The check list must be completed by the applicant.