< Form 1 >

Name of Applicant: Nationality:

**Checklist for Required Application Documents**

☑ Please complete this checklist and submit all the applicable documents.

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| **Documents** | | **Mark** |
| 1. Completed Application Form | Original copy (Form 2) |  |
| 2. Recommendation Letters (Two letters) | Original copy (Form 3) |  |
| 3. Study Plan (**Personal Statement and Research Plan**) | Original copy (Form 4) |  |
| 4. Release of Information Form | Original copy (Form 5) |  |
| 5. Degree / Diploma | Certified original copy |  |
| 6. Official Transcripts | Certified original copy |  |
| 7. English Proficiency Test Reports (EPT)  or TOEFL score | Original copy |  |
| 8. Curriculum Vitae | Copy |  |
| 9. Copy of Passport (Applicant’s) | Copy |  |

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| 10. Employment Verification | Original copy |  |
| 11. Copies of Both Parents' Passports | Copy |  |
| 12. Official document indicating parent-child relationship | Certified original copy |  |
| Optional 1. List of Honors and Awards | Original copy |  |
| Optional 2. School Profile / Credit Rating System | Original copy |  |