

Required Documents (Expected Graduation)

For applications with a received dissertation

	Materials to submit	Remarks	Number	
①	Letter of Commitment (Format 3)	* Dates fill in the document filing date	1	
②	Letter of receipt		1	
③	Request for Extending Enrollment Period or Withdrawal		1	

For applications with an accepted dissertation or a published dissertation

	Materials to submit	Remarks	Number	
①	Application for Degree Dissertation Examination (Format 1)	* Dates fill in the document filing date * Write the name of department as it was when you entered	1	
②	Dissertation Index (Format 5)	* See the sample. Two-sided copy * Dates fill in the document filing date	1	Word file
③	Confirmation Form for PhD degree recorded items		1	Word file
④	Candidate Review Committee Sheet (Format 7)		1	
⑤	Dissertation for Examination Index(Format A)	*Two-sided copy	1	Word file
⑥	Dissertation (Offprints)			
	(a) For applications with a published dissertation	Offprints or copies of published dissertation (including supplemental data)	5	PDF file
	(b) For applications with an accepted dissertation (A set of two (1) offprint will be required later)	(a) accepted dissertation (including supplemental data) (b) letter of acceptance	5 1	Word file or PDF file
⑦	Dissertation Summary (Japanese, 4000 characters)	{ English summary should be 1000~1500 words, and also needs to be translated into Japanese (about 600 characters).	5	Word file
⑧	Offprints of other articles (if available; otherwise include the letter of acceptance and the article)	* If there are several articles, number them with a pencil.	5	Word file or PDF file
⑨	Conference Presentation Materials	* Attach a copy of the relevant program with the conference name, date, place, name of presenter(s) and subject.	5	
⑩	Curriculum Vitae (CV) (Format 3)	* Graduate School: 修了; * Daigakuinkenkyusei, Senkosei (Research Student): 退学 or 終了; (See the sample.)	2	Word file
⑪	Certificate (Format 9)		1	
⑫	Author Consent (in case of joint work) (Format 10)	* Make inquiries of co-authors who reside abroad as early as possible.	1	
⑬	Confirmation	* Two-sided copy .	1	
⑭	Photo (5cm x 5cm; color or black and white)	* Write your office and name on the back.	1	
⑮	Course report			

Thesis Please submit ①-④,⑦-⑩,⑬-⑮ and ⑯.

⑯	• Bound Dissertation		5	Word file or PDF file
	• Main Thesis (offprints or accepted thesis and letter of acceptance)		5	
	• Sub-Thesis (can submit received thesis and letter of receipt)		5	
	• Dissertation for Examination Index (Format A)	• FormatA and Format10 can be downloaded from our website.	1	Word file
	• Author Consent (in case of joint work) (Format 10) (Main thesis and Sub-thesis)	• signature and stamp of co-authors	1	
	• Certificate (Format 9)(Main thesis)	• signature and stamp of Professor	1	

Equal Contribution

⑰	Multiple Lead Authors Explanatory Form(Format C)		1	
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If you are unable to submit offprints after defense:

*If you apply in case of ⑥(b)(c), you cannot obtain an approved final judgment without submitting ⑰.

⑱	Letter of Commitment (Format 11)		1	
⑲	Copy of galley proof			PDF file

* Can submit copies of published dissertation instead of offprints

* Please write your family name in capital letters and your first name in title case, in "FAMILY NAME Given Name" order.

* Do not use correcting fluid on any of the above documents.

* Consult the samples when you fill in the application documents.

* With regard to word file or PDF file, submit the file saved onto a CD-R etc. or send by e-mail along with the printed documents.

(Windows or Mac Microsoft Word file)

* All application forms can be downloaded from our website.

URL http://www.tmd.ac.jp/for-students/16_4e0135b7e86ee/index.html

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