

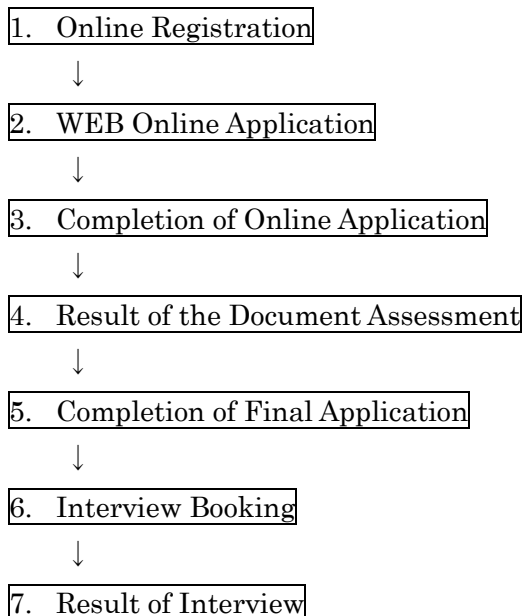
Application Procedure for GLP-GEfIL Recruitment for 2017

2017.4.11

Center for the Development of Global Leadership Education

***Application Documents acceptance period ends on Thursday, 31st August, 2017.**

Overview of Application Procedure is as follows:



<Remarks >

1. Online Registration

Please visit the following URL to proceed to online registration. You will receive an e-mail to your registered e-mail address as completion of online registration.

<https://www.e-space.ne.jp/glp.u-tokyo.ac.jp/form/entry.asp?m=1&no=WW1HnAz>

2. WEB Online Application

Please click on the URL given in the e-mail to proceed to the online application form. You can save and edit documents until you have entered all the required information. Please submit it to the GLP Office by Thursday, 31st August 2017. **The URL given in the e-mail is for your application only, thus please keep it safe until the end of the selection process.**

1. Application documents must be written in English, unless otherwise stated>(*eg. Name, Address, Course, which do not apply to PEAK students, and pull-down answers for Stream and GLP Designated Course).
2. Your age will be calculated automatically based on information of Date of Birth.

3. Your Grading Coefficient will be calculated automatically based on the input information of Academic Credits.
4. Please select GLP Designated Course for 6 credits or more from at least 2 out of 3 categories. If you plan to select courses from 2017A Semester, please select the number of credits you intend, or still need to earn.
5. Word count, not character count, is the basis for answers to Q1-Q4. It is suggested to draft first on word processor, such as MS-word, in order to confirm word count, and then copy and paste the text to the WEB Application form.
6. You can update information on the following items after 31st August, 2017. However, to complete and submit your Online Application, you need to fill in items iii and iv with the information you currently hold.
 - i. Faculty (進学予定学部)
 - ii. Department (学科)
 - iii. English/Foreign Language Proficiency
 - iv. GLP Designated Course

3. Completion of Online Application

Grade Reports (a copy of UTask-Web) up to 2S Semester and TOEFL/IELTS Score Record must be either posted or hand-delivered to the GLP Office by Thursday, 31st August, 2017. The application will be screened only when **the documents of WEB Online Application and certificates have been submitted.**

※Please be aware that the Grade Repots can be printed from UTask-Web during a limited period only(from 10th August 10:00 to 28th August(scheduled)).

4. Result of Document Assessment

You will receive notification of the result of the document assessment latest by Friday, 29th September to your registered e-mail address.

5. Completion of Final Application

You can add or revise any updated information for the following items of your application form which you have submitted on or before 31st August, before the booking of an interview. If you revise item iii, please post or hand-deliver a new certificate to the GLP Office.

- i. Faculty (進学予定学部)
- ii. Department (学科)
- iii. English/Foreign Language Proficiency

iv. GLP Designated Course

※Please note that you must fill in all items in your application form, otherwise you cannot book your interview.

6. Interview Booking

Please visit the URL provided in the e-mail to your registered e-mail address in order to proceed to the booking of an interview appointment. Bookings are first-come, first-served basis. You can change your booking date/time until 5 days prior to your interview date. If unavoidable circumstances force you to change your interview date after the deadline, please contact GLP Office.

7. Result of Interview

You will receive a notification of the interview result by end of November to your registered e-mail address.

=End of Message=