**FORM A:** CERTIFICATE OF GRADUATION / EXPECTED GRADUATION

**\*Applicants must ask their secondary/high school to process this document.**

The completed document must be uploaded to the Online Application System by the applicant (alternatively, it can also be uploaded to the Online Application System by the school) between **November 2 and December 7, 2020**.

Please note that this document must be:

* Prepared on school letterhead stationery\*
* Produced by the school\*
* Signed by the school principal/head\*

\*The school that the applicant currently attends or most recently attended for secondary education.

If the school has its own format for the document, that is also acceptable. A copy of an original certificate of graduation or high school diploma may be submitted instead of Form A. The document must include the date of graduation/expected graduation and the name of the school. If the document is in a language other than English, the original and its English translation must be submitted together. The English translation must be certified by the school or by a notary office.

Thank you for your cooperation.

Kyoto iUP Admissions Office

**Certificate of Graduation/Expected Graduation**

(FORM A)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| SCHOOL/INSTITUTION INFORMATION | | |  | | |
| Name of school/institution: | |  | | | |
| Address: |  | | | | |
| Phone: |  | | | Email: |  |
| URL: |  | | | | |

|  |  |  |
| --- | --- | --- |
| APPLICANT INFORMATION | |  |
| Name of Kyoto iUP applicant: |  | |
| Date of birth: |  | |

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| This is to certify that the above-mentioned student enrolled at  on / /  (Name of Institution) (Month)　 (Date) 　(Year)  [is expected to complete / has completed] all the requirements for secondary/high school education and [is expected to graduate / graduated] from this  school on / / .  (Month) (Date) (Year) |

|  |  |
| --- | --- |
| Date of issue: | (Month) 　 (Date) (Year)  ) (Month) (Year) |
| Principal’s handwritten signature |  |
| Principal’s name in block letters |  |