**Form B:** Evaluation(School Principal/Head, Subject/Homeroom Teacher, or Guidance Counselor, etc.)

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

The electronic data of the completed document must be **uploaded to the Online Application System by the school** between **November 1 and December 4, 2023 (5 p.m. JST)**. Please refer to the Online Application System User Manual (<https://www.iup.kyoto-u.ac.jp/apply/>) for details of how to ask the school to upload the document to the system.

**The original of this form must be kept until the applicants’ screening results are announced.** The original must also be submitted if the applicant is shortlisted.

Please note that this document must be:

* Prepared on school letterhead stationery or an official seal/stamp
* Produced by the school
* Signed by one of the following:

1. School principal/head
2. Subject/homeroom teacher
3. Guidance/college counselor

Note: The school must be that which the applicant currently attends or most recently attended for secondary education.

If it is not possible to have the form prepared by the school, it can be prepared by a person who is deemed equivalent to any of the persons listed in 1., 2., or 3., above. In this case, the person must be well acquainted with the applicant’s academic performance in secondary/high school, and must specify his/her relationship to the applicant and how long he/she has known them in section “1. Evaluator’s information” of the form.

Thank you for your cooperation.

Kyoto iUP Admissions Office

**Evaluation**

(Form B)

* **This Form (Form B) must be submitted as the evaluation document.**
* This form must not be altered in any way, except for the adjustments to the width/height of the entry fields and deletion of the cover page. The school letterhead must be inserted into the document file (not considered an alteration of the form).
* In order to accurately assess the applicant's ability, please complete all items of this form, unless that is not possible due to school policies or other reasons. Please be as specific as possible when describing the reasons for your recommendation of the applicant, so that the information and impression of the applicant is as accurate as possible.

|  |  |  |  |
| --- | --- | --- | --- |
| 1. Evaluator’s information | |  | |
| Name |  | | |
| Title |  | | |
| Name of school/institution |  | | |
| School address |  | | |
| Work phone number |  | | |
| Email |  | | |
| Relationship to the applicant\* | |  | |
| How long and in what capacity has  the evaluator known the applicant | | |  |

\*Principal of the applicant’s school, applicant’s mathematics teacher, etc.

|  |  |  |
| --- | --- | --- |
| 1. General information about the applicant | |  |
| Name of applicant |  | |
| Date of birth |  | |
| Rank of the applicant  (In their grade and in their class)  Example: 3/120 (in the grade), 1/30 (in the class) | / ( in the grade )  / ( in the class ) | |
| GPA (Example: 2.30/3.00) | / | |
| GPA type  (Please give details: scale, weighted or unweighted, etc.) |  | |
| Average mark (Example: 90/100) | / | |

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| 1. Please evaluate the applicant specifically in terms of academic ability, motivation, personal strengths, and interpersonal skills. The width/height of the entry field may be adjusted as required. Please attach additional documents if necessary. |
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|  |  |  |  |
| --- | --- | --- | --- |
| 1. Please enter the following information about your school during the past three academic years. | | | |
|  | AY 2020 | AY 2021 | AY 2022 |
| Number of graduates |  |  |  |
| Number of students who go on to enroll in universities in other countries |  |  |  |
| Please provide examples of the universities. |  | | |

(AY: Academic Year)

|  |
| --- |
| 1. Please provide any information about your school that may help with the evaluation of the applicant, e.g., domestic ranking, reputation, school curriculum (national or international), details of official website or SNS accounts, etc. |
|  |

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