
CERTIFICATE OF APPLICATION

GRIPS ID: _____ Nationality: _____
Name: _____
Address: _____
Zip Code: _____
Phone: _____ Fax: _____
Country code - complete number Country code - complete number
Email: _____

Photograph
Please write your name on the
back of each photo

Program(s) you are applying for:**Master's programs**

- ☐ One-year Master's Program of Public Policy (MP1)
- ☐ Two-year Master's Program of Public Policy (MP2)
- ☐ Macroeconomic Policy Program (one year)
- ☐ Macroeconomic Policy Program (two years)
- ☐ Public Finance Program (Tax)
- ☐ Public Finance Program (Customs)

Five-year Ph.D. Program

- ☐ Policy Analysis Program

Three-year Ph.D. Programs

- ☐ Public Policy Program
- ☐ Security and International Studies Program
- ☐ Science, Technology and Innovation Policy Program
- ☐ State Building and Economic Development Program

Funding

How are you planning to fund your studies at GRIPS?

- ☐ I would like to be considered for a scholarship allocated through GRIPS.
- ☐ I will obtain funding from other institutions.
- ☐ I will finance myself.

I certify that to the best of my knowledge all information given in the Online Application Form is correct and complete, and I understand that any omission or misinformation concerning enrollment in colleges or universities may invalidate my admission or result in dismissal.

Signature of the applicant: _____

Date: _____
Month/Day/Year

Please submit this certificate to the Admissions Office along with other supporting documents by courier or registered mail.

CERTIFICATE OF EMPLOYMENT

EMPLOYER DETAILS

Name of organization: _____

Address: _____

Phone: _____ Fax: _____ Email: _____

Country code - complete number

Country code - complete number

EMPLOYEE DETAILSThis is to certify that _____
Full name of applicanthas been employed by this organization from _____ to _____
Month/Day/Year Month/Day/Year

Present position, rank, and responsibilities: _____

Civil servant qualification (e.g., BCS, IAS, IRS, CSS), if applicable: _____

This applies to applicants from Bangladesh, India and Pakistan.

LEAVE OF ABSENCE APPROVALI will approve a leave of absence for the above employee to study at GRIPS if he/she is admitted for the duration of (please tick the appropriate box)

- ☐ One year
☐ Two years
☐ Three years
☐ Five years

Details authorized person completing the form:

Name: _____

Position/Title: _____

Signature: _____

Date: _____
Month/Day/YearPlease put an official stamp or seal in this space.

STATEMENT OF PURPOSE

For GRIPS use:

Please state your purpose for studying at GRIPS, the area of study you wish to pursue, your short-term and long-term career goals, and how your qualifications and experience match the requirements of the program you are applying for. Summarize your present duties and responsibilities and describe how your studies at GRIPS might contribute to your career.

RESEARCH PROPOSAL

For GRIPS use:

For applicants to the Policy Analysis Program (PA) and Ph.D. Programs only.

Please write a research proposal for your study. The research proposal must contain a clear statement of the problem, a succinct review of the relevant literature, a research question or purpose, a description of the proposed methodology, and the rationale behind choosing that particular methodology. All sources must be properly documented. Your proposal should be 2-4 pages long.

LETTER OF RECOMMENDATION

TO THE APPLICANT: Please complete the section below and give this letter to two people who know you well. Have the recommender complete the form, put it in an envelope, seal the envelope, sign it across the flap, and return the letter to you. Include this letter with your application and all the other application materials when sending in your application.

Your name: _____
As written in your passport

Recommender's name: _____

TO THE RECOMMENDER: Please write a recommendation letter for the above applicant, sign it, enclose it in an envelope, seal the envelope, and sign it across the flap. Return the sealed envelope to the applicant. This recommendation letter will remain confidential and will be used for application screening purposes only. You may attach additional sheets if the space provided is insufficient.

1. How long have you known the applicant? _____ years _____ months

2. In what capacity have you known the applicant?

3. How often have you interacted with the applicant?

☐ Daily ☐ Weekly ☐ Monthly ☐ Rarely

4. In comparison with other students/staff whom you have known in the same field, how would you rate the applicant's overall **academic** ability?

- ☐ Outstanding (top 5%)
☐ Excellent (top 10%)
☐ Good (top 20%)
☐ Average (top 50%)
☐ Below average (lower 50%)
☐ Unable to comment

5. In comparison with other students/staff whom you have known in the same field, how would you rate the applicant's overall **professional** ability?

- ☐ Outstanding (top 5%)
☐ Excellent (top 10%)
☐ Good (top 20%)
☐ Average (top 50%)
☐ Below average (lower 50%)
☐ Unable to comment

6. Please evaluate the applicant in the areas below as *excellent*, *average*, *poor*, or *unable to comment*.

| | Excellent | Average | Poor | Unable to comment |
|-------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Academic performance | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Intellectual potential | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Creativity & originality | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Motivation for graduate study | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

7. **For university professors and instructors only**

Is the applicant's academic record indicative of the applicant's intellectual ability? If no, please explain.

8. Discuss the applicant's competence in his/her field of study, as well as the applicant's career possibilities as a professional worker, researcher, or educator. In describing such attributes as motivation, intellectual potential, and maturity, please discuss both strong and weak points. Specific examples are more useful than generalizations.

9. Discuss the applicant's character and personality. Please comment on his/her social skills, emotional stability, leadership skills, and reliability.

10. Additional comments, if any.

11. How would you evaluate the applicant's overall suitability as a candidate for admission to a graduate program at the National Graduate Institute for Policy Studies?

☐

Outstanding

☐

Good

☐

Average

☐

Poor

Name of person completing this form: _____

Position/title: _____

Name of organization: _____

Address: _____

Phone: _____ Fax: _____ Email: _____

Country code - complete number

Country code - complete number

Signature: _____ Date: _____

Month/Day/Year