NATIONAL GRADUATE INSTITUTE FOR POLICY STUDIES   GRIPS

APPLICATION FOR ADMISSION 2025-2026

Program or course you are applying for

○ Young Leaders Program (School of Government)

○ Young Leaders Program (School of Local Governance)

○ Maritime Safety and Security Policy Program

(Please type or print, and use normal text, NOT "ALL CAPITAL LETTERS.")

Please complete each section as fully and accurately as possible. Please respond to all questions.
The information you provide is essential in reviewing your application.
Please note that if you provide any false or misleading statement or incomplete or inaccurate information in your application, your application may not be screened, you may be denied admission or, if you have been admitted, you may be dismissed from GRIPS.

Paste your photograph or insert your digital image taken within the last three months, providing a clear, front view of your entire face.

(30 mm wide x 40 mm high)

PERSONAL DATA

1. Full name: _____
   As written in your passport, from left to right, top to bottom (English alphabet only)

2. Date of birth: _____   3. Age (as of October 1, 2025): _____
   Month/Day/Year

4. Gender: ○ Male   ○ Female

5. Nationality: _____

6. Present employer (name of organization): _____
   (Does your organization belong to a central or regional authority?   ○ Central   ○ Regional   ○ Neither)

   (Upon admission to GRIPS,   ○ I will be given study leave by my employer.   ○ I will quit my job.)

7. Present position, department/section: _____

8. Work address: _____

   Postal code: _____   Country: _____

   Phone: ___ - _____
   Country code – complete number

9. Residential address: _____

   Postal code: _____   Country: _____

   Phone: ___ - _____
   Country code – complete number

10. Preferred mailing address:
    ○ Work   ○ Residence   ○ Other, namely (Fill in the following fields.)

    Address: _____

    Postal code: _____   Country: _____

    Phone: ___ - _____
    Country code – complete number

11. E-mail 1: _____

    E-mail 2: _____

APPLICATION INFORMATION

12. Education history
- List the names of the undergraduate and graduate institutions you attended or are currently attending **in chronological order**.
- Enter the names of the degrees you received and the dates of enrollment at each institution.
- If your official transcript of academic records or graduation/degree certificate states your GPA, honors, class, or rank, enter this information as it is shown in your transcript or certificate. If your GPA is 2.9 and the maximum GPA is 4, you should enter 2.9/4. If your GPA is 1.25 and the maximum GPA is 1, you should enter 1.25/1. If your university does not use a GPA system, provide the graduating evaluation in the system used by your university (e.g., A:55, B:3, C:0, Excellent:3, Good:10, etc.). If nothing is available, enter N/A. Please note that we will verify it with the official transcripts that you will send us by post.
- The field(s) "Year & month of graduation" must be completed in accordance with the date(s) on which your degree(s) was (were) awarded/conferred, as stated in your official graduation/degree certificate(s).
- If there is insufficient space for entering all the institutions you have attended, please add new rows as needed.

	Period of attendance		Duration of schooling
From primary to secondary education (before tertiary education)	(from) Month, year	(to) Month, year	
			years and months

Tertiary education	Full name of institution & location (city & country)	Year & month of enrollment	Year & month of graduation	Duration of schooling	Name of degree	GPA	Honors/ class/rank/ division (if available)
Undergraduate level (Bachelor's)				years and months			
				years and months			
Graduate level (Master's/ Doctoral)				years and months			
				years and months			

Total number of years and months of education * (from elementary education to undergraduate/graduate education inclusive)	years and months

*Calculate and write the total number of years and months of education you will have completed (as detailed above) at the time of your enrollment at GRIPS.

13. English proficiency:
   One of the following test scores is required. Please note that English test scores are valid for two years from the test date, and therefore, **tests must have been taken within two years of the time of enrollment at GRIPS.**

   ☐ TOEFL iBT: _____ _____
   Score   Month/Day/Year

   ☐ IELTS Academic: _____ _____

   Score   Month/Day/Year

   Other information: ☐ Undergraduate education instructed in English

   ☐ Graduate education instructed in English

   Location of the accredited institution where you have completed or expect to complete an undergraduate/graduate degree:

   ☐ The USA, the UK, Canada, Australia, New Zealand, or Ireland

   ☐ Other country

14. References
   List below two persons familiar with your academic and/or professional abilities, from whom you have requested letters of recommendation.

   1. _____   _____
                    Name   Position and affiliation

   2. _____   _____
                    Name   Position and affiliation

15. Employment history
   List your current and previous employment (up to five positions) **in reverse chronological order,** starting with your most recent position. Exclude part-time work and internship.

Organization, type, & city	Job title and description (maximum 20 words)	Dates	
		(from) Month, year	(to) Month, year

CERTIFICATION
I certify that to the best of my knowledge all information given above is correct and complete, and I understand that any omission or misinformation may invalidate my admission or result in dismissal.

_____   _____
            Signature of the applicant   Month/Day/Year

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

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LETTER OF RECOMMENDATION 2025-2026

For GRIPS use: Application ID

TO THE APPLICANT: Please complete this section ("Your name" and "Recommender's name"), and give this form to your recommender who knows you well. Have your 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 you send in your application.

Your name: _____

As written in your passport, from left to right, top to bottom (English alphabet only)

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 or send it directly to the GRIPS Admissions Office. 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	○	○	○	○
Intellectual potential	○	○	○	○
Creativity & originality	○	○	○	○
Motivation for graduate study	○	○	○	○

7.   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.

_____

_____

_____

_____

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

_____

_____

_____

_____

9.   **For university professors and instructors only**
     Is the applicant's academic record indicative of the applicant's intellectual ability? If no, please explain.

_____

_____

_____

_____

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: _____   E-mail: _____
        Country code - complete number

Signature: _____   Date: _____
                                                  Month/Day/Year

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STATEMENT OF PURPOSE 2025-2026

For GRIPS use: Application ID

(You can change the size of the boxes.)

1. Describe what you have learnt as a college or graduate school student (could be academic contents, your thesis, or any other experiences). (Up to 300 words)

2. Summarize your present duties and responsibilities, and your accomplishments at work. If you are still in school or do not currently work, summarize your accomplishments either at prior work or at school. (Up to 300 words)

3. State your purpose for studying at GRIPS. In particular, describe what you wish to study or investigate, what social problems and/or policy issues you wish to tackle, and how your studies at GRIPS might contribute to your future career. (Up to 300 words)