IMPORTANT

【Updates as of April 14】How to submit "the documents relevant to the Student Division"

In order to prevent spread of Coronavirus infection, we have updated the following information again. Please note the changes and procedures should be indicated in red.

- **How to submit the documents relevant to Student Division**
  Basically, please send the below documents by postal mail by May 29 (extended from April 30).

  (1) Doctoral or Master's Program Registration Card (with photo affixed)
  (2) Notification of Personal Guarantor or Contact Person *Be sure to choose either one.
  (3) Pink or Yellow-Green envelope we have given you
  *We need this envelope for file management. Please do not forget to write your Name and Student ID)
  (4) Official academic transcripts (final version) (if applicable)
  (5) Certificate of graduation/completion (if applicable)

- **Sending your documents**
  Please send your documents to either Ookayama or Suzukakedai address by postal mail.

Campus	Mailing Address
Ookayama	To: W8-101, Student Division, Tokyo Institute of Technology 2-12-1 Ookayama, Meguro-ku, Tokyo 152-8550
Suzukakedai	To: J1-1, Suzukakedai Student Group, Tokyo Institute of Technology 4259 Nagatsuta-cho, Midori-ku, Yokohama-shi, Kanagawa 226-8503

- **Submission deadline:** **May 29, 2020**

- **NOTE:**
  ・We will contact you if we find something incomplete in your documents.
  ・For international students who cannot come to Japan by May 29, please submit the above documents after arriving in Japan as soon as possible.