

Hiroshima University Study Abroad (HUSA) Program
Checklist for the "Application for Special Auditing Students" Form

	CHECK! (by student)	CHECK! (by coordinator)
① (Student) Did you refer to the sample when you filled in the form? (Coordinator) Did you compare the applicant's form to the sample ? (The sample is available on our Application Guideline.)	<input type="checkbox"/>	<input type="checkbox"/>
② Did you place your seal or signature next to your name?	<input type="checkbox"/>	<input type="checkbox"/>
③ Did you fill in your "Auditing School/Graduate School" and select at least 4 courses/semester offered in that (graduate) school?	<input type="checkbox"/>	<input type="checkbox"/>
④ Did you list courses as you meet the requirement for your student visa (7 classes = 10.5 hours/week) in each term? -A course for 1 credit usually has a class (= 1.5 hours) and one for 2 credits has 2 classes (= 3 hours) every week. (Japanese language courses often have 2 classes for 1 credit.) - Intensive courses do NOT count toward the requirement (7 classes = 10.5 hours/week) though they are still available as extra study options. -Courses that last for a full semester (two terms) count as 1 course for each term. (2 credits for a semester = 1 credit each for 2 terms) -If you are a graduate student and will conduct some research work under the supervision of your academic supervisor, you may substitute it for taking courses up to 4 hours. (You still must take at least 4 courses = 6 hours.)	<input type="checkbox"/>	<input type="checkbox"/>
⑤ Did you write the lecture code for each course?	<input type="checkbox"/>	<input type="checkbox"/>
⑥ Did you write the term for each course? -Spring Semester: either of 1 Term/2 Term/1st Semester -Autumn Semester: either of 3 Term/4 Term/2nd Semester	<input type="checkbox"/>	<input type="checkbox"/>
⑦ Did you write your contact information (Present Address, TEL, and E-mail)?	<input type="checkbox"/>	<input type="checkbox"/>

Signature (student)

Signature (coordinator)
