

## Application Procedures

**PROGRAM DATE:** August 20 – August 26, 2013.

**VENUE FOR THE PROGRAM:** Osaka City, Japan

**DEADLINE:** Application must arrive by **Friday May 31, 2013** (Japan time)

### RESULTS:

**Acceptance/Rejection letters from JCI Osaka will be sent to the applicants via e-mail by the end of June 2013**

### INSTRUCTIONS:

1. Former participants will not be accepted.
2. Applicant must be an active university or graduate student who can attend all events during the program.
3. Applicants must be aged 25 or under as of August, 2013.
4. Application form: Use the designated 2013 PCY application form.
5. JCI Member is not eligible for applying for any reason.
6. Applications must be typed. Hand-written applications will not be accepted.
7. Numbers: Please do not use roman numerals (i.e., I., II., III)
8. Do not use abbreviations. Write out the full name.
9. Your name: Write your full name as it appears on your passport.

### NOTE:

1. Applications after the deadline will not be accepted.
2. Any application with incomplete material will be invalid.
3. Applications will be used solely for the PCY program and will not be returned.
4. Participants' round-trip air tickets (economy-class), transportation fees in Japan, accommodation and meals during the program will be provided by JCI Osaka.



## SUBMISSION:

### 1. Application Requirements:

**\*Application form**

- PCY application form

**\*Official transcript**

- Scanned copy of your most recent official transcript

**\*One letter of recommendation from a professional reference**

- Applicants are *NOT* permitted to inspect the letter. We are **unable** to accept unsigned letters of recommendation. Hand-written letters will not be accepted.
- Recommender may directly send the recommendation letter in PDF format to PCY

**\*One photocopy of your student ID**

- Photocopy of the front side of your student ID

**\*One photocopy of your passport**

- Photocopy of the front page of your passport

**\*One digital photo**

- Digital photo with white background – keep the size less than 1MB

### 2. Location where applications should be submitted:

**BY E-MAIL:**

Send to: [entry-e@pcy.osaka-jc.or.jp](mailto:entry-e@pcy.osaka-jc.or.jp)

*\*This e-mail address is only for applications. All other e-mail messages to this account will be disregarded.*

Note:

- \* Please keep your application photo size to be less than 1MB.

*If you have any questions about the process, please contact us at [info-e@pcy.osaka-jc.or.jp](mailto:info-e@pcy.osaka-jc.or.jp)*