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| The Ritsumeikan Trust  Please attach a photo or digital data here (3cm x 4cm). Write your name on the back (photo).    Application Form (履歴書) Part –1 |

**(For Tenured English Teacher)**

**\*** **Please fill out this form in English or Japanese.**

**Please print**

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| --- | --- | --- | --- |
| Surname | First Name | Middle Name | Subject Area |
|  |  |  |  |
| **Sex:** Male / Female | | | Nationality |
| **Date of Birth** (yyyy/mm/dd) | | |  |

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| --- | --- |
| **Home Address:**  **Postal Code:** | |
| **E-mail** | **Telephone（ ） －** |
| **Mobile （ ） －** |

**Subject applying for**

|  |  |
| --- | --- |
| **✔** | **English** |

**Qualification** (for example, TEFL/TESOL/TESL, Teacher’s License)

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| **Qualification Name** | **University/Institution/Country/Score** | **Obtained (yyyy/mm/dd)** |
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**Educational Background** (From Secondary Education to College/University, including continuing education)

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| **Country** | **School** | **Department** | **Major/Course** | **Dates from** | **to** |
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**Areas of primary personal academic interest (e.g. themes of your graduate/post-graduate thesis, etc.)**

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| The Ritsumeikan Trust  Application Form (履歴書) Part –2 |

**(For Tenured English Teacher)**

**\*** **Please fill out this form in English or Japanese.**

**Present or Previous Teaching Employment (Please state position, full/part-time, subjects taught, dates to/from)**

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| --- | --- | --- | --- |
| **School/Institution** | **Position, full/part-time,**  **subjects taught** | **Dates from**  **(yyyy/mm/dd)** | **To**  **(yyyy/mm/dd)** |
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**Professional community, social activities (if applicable)**

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**Sports, academic, arts activities (if applicable)**

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**Other relevant information**

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|  | If you are not accepted for a Tenured English Teacher position, but would still like to work as a full-time (fixed-term) lecturer or a part-time teacher at any of the affiliated schools of the Ritsumeikan Trust, please check the box to the left.  When recruiting full-time or part-time teachers, the affiliated schools or Office of Human Resources may contact the applicants who have checked this box by the telephone number or e-mail address supplied in this application form.  \* Checking the box will not affect the result of this screening for employment. |