

Dear Recruiting Personnel,

Ritsumeikan University

Request for Issuance of Verification of Participation in Job Examination

We would like to express our sincere congratulations on your continued success.

We also would like to take this opportunity to express our deep gratitude for your continued support for the development of our university and the employment of our students.

In the event that a student's final examinations and job-hunting activities overlap, the university ask the student to submit a verification in the attached form in order to provide consideration for the examinations.

Therefore, we are sorry to trouble you when you are busy, but would greatly appreciate if you could certify that the person indicated on the attached sheet attended your company's job examination.

Moreover, this verification is a document regarding special measures for final examinations to be handled internally by the university, and will not be used for any other purpose. We would like to ask for your understanding and cooperation.

【Request】

Please fill in the column "To be filled in by the respective company personnel" on the "Verification of Participation in Job Examination". (Any format, handwritten is acceptable.)

< Inquiries regarding this matter >

Ritsumeikan University Manabi Station

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