



An international education from Grades 6 to 12

Doshisha International School, Kyoto

'learning for life, learning for the world, learning for love'



Document Request Form (for international use)

Please provide the following information.

Student's Name:	Grade (if at DISK):	Application Date:
Contact Number:	Student's Email:	
Parent/Guardian's Name:	Parent/Guardian's Signature:	

Please select which document(s) are required and how many.

Select Documents Required	Quantity
<input type="checkbox"/> IB Diploma - Predicted Grades <i>for</i> College	
<input type="checkbox"/> Academic Transcript	
<input type="checkbox"/> Certificate of Enrolment	
<input type="checkbox"/> Letter of Recommendation	

Please provide the destination address for the document(s) selected.

Name:	Contact Number:
Destination Address:	Destination Email:

If you are applying for documents to be sent to a foreign country (outside of Japan) there is a delivery fee. This varies depending on weight and destination. Please scan and return this form to diaoffice@diskyoto.com and we will inform you of the cost to be paid by bank transfer. Once the fee is paid we will send you the requested document(s) and email the tracking number to the destination email provided above.

Please Note:

If you have a particular request that cannot be completed using this form please contact diaoffice@diskyoto.com.

※以下は記入しないでください／Office use only.

事務	Ⓜ	月 日
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