

Please read the instructions **very carefully**

1. Have a copy of both the **first** and the **second** semesters' final report cards from **last school year**

Please go to Student Services and ask for a copy of your final report card from last school year, including both the first and second semesters' marks (**with teachers' comments**, not transcripts). Please submit **the full-page version of your report cards** (not section by section) in **PDF format** along with your application in Google Classroom.

2. Fill out the online application **electronically**

Please visit your **school website** and find the link to the application form. Take your time to fill out the **fillable PDF form** and save it before submitting it to Google Classroom. If the application formatting is changed improperly and becomes illegible, it will not be accepted.

Please include a **recent head and shoulders photo** (a snapshot is fine) and place it in the designated area. Do not use your school photo from the previous school year.

After submission, your application will be checked for completeness, and you will receive a message stating, "**Your application is accepted.**" Please check your email for your application status. If you do not receive a message, your application was not received and you should resubmit it.

Teacher recommendation forms **no longer need to be submitted**. Instead, the selection committee will choose teachers based on your report cards and obtain the forms directly from them. This process will be **confidential**.

3. "Get to Know You" event and Interview

All applicants will receive email notification of their application's status **by the end of September**. Before the selection committee makes its final decision, eligible students will be invited to a "**Get to Know You**" event during the **second week of October**.

After the event, some applicants may have an **interview** scheduled for **October 16-18**. You will be notified of your interview time **by phone**.

With or without an interview, all students will be given careful consideration for selection. However, we regret that we may not have placements for every applicant.

The final list of the Saskatoon Delegation will be made by the **end of October** and applicants will be notified **by email**.

Submit Japan Exchange 2025 Application → Google Classroom Code: **uuwkwf6**

Application Form Deadline → **Monday, September 23, 2024**

CHECK LISTS

- Type all the necessary information on the fillable PDF application form and **save it**.

- Include a **recent photo** (head and shoulders) in the designated area on the first page of the application form. Do not use your school photo from last year.

- Include yours and your parent/guardians' **signatures** (digital signature is acceptable).

- Acquire a copy of your **first** and **second** semesters' **final report cards** (with teachers' comments) and save them in PDF.

- Submit the application form along with your report cards to **Google Classroom** by **Monday, September 23, 2024**. Do not wait until the last minute.

- Check your email for your application status. If you receive a message stating, "**Your application is accepted,**" then your application has been successful.

Google Classroom Code → uuwkwf6

Application Form Deadline → Monday, September 23, 2024