INTERNATIONAL INFORMATION SCIENCE FOUNDATION

FLAG 2B, 3-27-15, Jingumae, Shibuya-ku, Tokyo, Japan 150-0001　E-mail : office@iisf.or.jp

# APPLICATION FORM

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| **1. Purpose of visit to Japan** (check it either) |
| [ ] Conducting research  [ ] Presentation at an international conference |
| **2. Personal information** |
| (1) Name  /    (Surname) (First name and Initials) |
| (2) Date of birth (Month/Day/Year) Place of Birth Nationality  / / |
| (3) E-mail address Telephone |
| (4) Work address    (Name of institute)    (Department)    (Position)    (Address) |
| (5) Home address |
| (6) Postal mailing address: [ ] Work address [ ] Home address |
| (7) Place of departure for Japan: |
| (8) Dates of arrival and departure: |

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| (9) Education (latest degree):  Month/Year:    Institute:    Specialty:    Degree obtained: |
| (10) Work experience <Duration / Organization / Position / Location> up to 2  1.  2. |
| (11) Have you visited Japan previously? [ ] Yes [ ] No  <Duration / Purpose / Location(s) or Organization(s)>  1.  2. |
| (12) Contact information of the host institute or the conference in Japan  Name in full:    Institute:    Department:    Position:    E-mail address: |
| (13) Did/will you apply to other organizations for financial support? [ ] Yes [ ] No  Organization(s):    Date of notification of the results (Month/Day): |

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| **3. Details of your research field** |
| (1) Research field / topic |
| (2) Purpose and background of the research **OR** Purpose of the conference (depending on your purpose) |
| (3) Outline of research to be conducted in Japan **OR** Outline of paper for the conference (same as above) |
| (4) Names of organizations to be visited other than the host institute or the conference |

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| **4. Details of the international conference <ONLY for those who present at a conference>** |
| (1) Name of the conference:    Venue:    Duration (Month/Day/Year):    Sponsor(s):    URL of the conference: http :// |
| (2) Theme of the conference |
| (3) Title of your research paper: |
| (4) Assessment of paper for the conference  [ ] Full paper ( pages) [ ] Short paper/Extended abstract ( pages)  [ ] Summary/Abstract ( pages/ words) [ ] Other ( ) |
| (5) Mode of presentation at the conference  [ ] Full paper [ ] Short paper (Extended abstract) [ ] Poster session  [ ] Other ( ) |

Please check the attached documents in the list below (depending on your purpose)

**a.** [ ] List of research activities up to 3 pages

**b.** [ ] Letter of recommendation from home institute

**c.** [ ] **<Conducting research>** Any correspondence with the host scientist in Japan

**d.** [ ] **<Conducting research>** Invitation letter from the host scientist in Japan

**e.** [ ] **<Presenting at a conference>** Copy of call for papers (Unnecessary if you noted the URL of CFP)

http ://

**f.** [ ] **<Presenting at a conference>** Copy of acceptance of papers and the review from the conference

I hereby certify that what has been written above is true.

Date Signature