**GPA Conversion Certification**

**/ Academic Capability Confirmation Form**

**※ If your home university does not use a 4.0 GPA scale, or does not use a GPA system at all, please have this form completed by your home university’s International Office or authorized representative and submit it along with your original academic transcript.**

**3. Capability Confirmation**

If your institution does not use a GPA system or cannot determine an equivalent, please confirm the following

※ If you have answered section 2, please leave this section blank.

**We hereby certify that the student :**

[ ]  Is academically capable and in good standing.

[ ]  Has demonstrated sufficient ability to successfully participate in an international exchange program.

**2. Academic Performance Verification**

Based on the academic records and grading system of our institution, we certify that the student’s academic performance meets or exceeds the equivalent of 2.5 out of 4.0 GPA.

[ ]  Yes

[ ] No

※ Optional : Please attach any relevant documentation supporting the equivalency calculation

**※ If your institution does not use a GPA system or cannot determine an equivalent, please leave this section blank and go to Section** **3(Capability Confirmation).**

**1. Student Information**

1) Full Name :

2) Home University :

3) Program of Study (e.g., Bachelor’s in Business Administration) :

4) Semester(s) Applying for Exchange Program :

**Name :**

**Position/Title :**

**Date :**

**Official signature:**