The Hamako Ito Chaplin Memorial Award Application Form (2023)

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| 1. Name:  |
| 2. Current address:  |
| 3a. Telephone:  | 3b. E-mail:  |
| 4. Permanent address (if different from current):  |
| 5a **[For Graduate Students]** Current affiliation: Field of study: M.A. or Ph.D. program: Estimated degree completion date:  |
| 5b **[For Instructors]**Current affiliation: Since: Highest academic degree: Field of study: University/College: Date of completion:  |
| 6. Previous educational experience (other than 7 below): |

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| 7. Courses or workshops taken on the teaching of Japanese as a foreign language. Indicate where, when, how long, and name of director of the program. |
| 8. Relevant work experience (with dates and description of the work):  |

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| 9. List and briefly describe notable contributions beyond your standard job responsibilities to your program, department, organization, or the field of Japanese language teaching within the past three years. Include dates (month/year) and names of programs involved. |
| 10. Awards and prizes: |

In addition to the completed application form, the following documents are required.

1. A personal history (c.v.)
2. A statement of purpose (not to exceed two typed pages, single spaced)
3. An official transcript of your college record, covering at least the latest 2-1/2 years (this may be only a graduate school transcript or transcripts from both graduate and undergraduate schools).
4. One recommendation letter from a professor who is well acquainted with you, particularly in relation to your work in the Japanese language and teaching the language. (The letter is to be submitted directly by the recommender. Please see below.)

Combine the completed application form and other required documents (1) - (3) into one document and save it as a PDF file. Name the PDF file as follows:

**LastName\_ChaplinAward\_2023**

Submit the PDF file electronically via email to the following address: mkaneyas@odu.edu

The recommendation letter should be submitted directly by the recommender to the following email address: mkaneyas@odu.edu

Both the completed application/required documents (in a single PDF file) and the recommendation letter must be **received by January 27, 2023**.

If you have any questions, please contact Dr. Kaneyasu (mkaneyas@odu.edu).