

JAPAN EXCHANGE AND TEACHING (JET) PROGRAMME

Explainer: Academic Transcripts

EACH AND EVERY PAGE OF YOUR OFFICIAL ACADEMIC TRANSCRIPTS MUST BE INDIVIDUALLY CERTIFIED BY A JUSTICE OF THE PEACE (JP) OR A PERSON AUTHORISED TO DO SO. FAILURE TO DO SO WILL RESULT IN DISQUALIFICATION.

For your application to be considered, you must submit an official academic transcript covering all subjects taken as part of your undergraduate and/or postgraduate courses taken at a university level.

If you are yet to graduate from a course (undergraduate or postgraduate), you must include an official academic transcript that covers all of the subjects taken in this course up until the most recently completed semester.

The *Australian Higher Education Graduate Statement* **WILL NOT** be accepted in place of an official academic transcript as it is not a comprehensive record.

Please include **ALL** pages of your transcripts even if a page has been intentionally left blank. Please also include the explanation of grades and codes found on the back of each page.

YOU MUST SUBMIT YOUR OFFICIAL ACADEMIC TRANSCRIPT(S) (ONE IN EACH SET) IN ONE OF THE FOLLOWING WAYS:

- 1. 3x official academic transcripts issued by your university on security-embedded paper**

OR

- 2. 3x JP-certified photocopies of your official academic transcripts issued by your university on security-embedded paper**

OR

- 3. 3x JP-certified copies of your official academic transcripts printed from [My eQuals](#)**

EACH AND EVERY PAGE OF YOUR OFFICIAL ACADEMIC TRANSCRIPTS MUST BE INDIVIDUALLY CERTIFIED BY A JUSTICE OF THE PEACE (JP) OR A PERSON AUTHORISED TO DO SO. FAILURE TO DO SO WILL RESULT IN DISQUALIFICATION.