Instructions for Completion [Form 1] Resume

1. Regarding the “Education” section:

(1) List all educational backgrounds (**including degrees and titles conferred**) from university, technical college, or equivalent/higher institutions. If you withdrew from a doctoral program after completing required credits but without receiving a doctoral degree, write “**Withdrew after completing doctoral program credits**”.

(2) For degrees, include **the name of the specialty field, university name, and degree number**.

(3) **Include any professional qualifications** such as physician, pharmacist, or nurse. In such cases, also include the **registration number**.

(4) Include any **study abroad history** at foreign universities or research institutions **as a student**.

2. Regarding the “Employment History” Section

(1) List all work history (including self-employment and **periods of unemployment**) and include **job titles**.

(2) **Clearly state the employment period** for each position. For the current position, write “**Present**.”

(3) Include any **periods of study abroad** at foreign universities or research institutions **as a researcher**.

3. Regarding the “Academic and Social Activities” Section

(1) Please list items relevant to your professional duties.

(2) For grants, clearly indicate whether you were **the principal investigator or a co-investigator**. If a co-investigator, please state the allocated amount.

4. Regarding the “Reward/punishment/disposition history” Section

(1) Please list any **awards** from academic societies, etc., and any **disciplinary actions** taken in your professional capacity.

5. Regarding “Current Teaching Responsibilities”

(1) Describe your **current** teaching responsibilities **by course name**.

(2) Enter **the number of hours, not the number of classes**.

(3) Distinguish between practical training, clinical training, and lectures.

(4) If you accept clinical trainees from universities, etc., enter the university name in parentheses after the course name.