

2019 Application Guide

●Requirements for applicants

Applicants must satisfy any of the following conditions.

- ① Applicants must have completed the school curriculum of more than 12 years, or expected to complete.
- ② Applicants must have clear purposes to learn Japanese, and can pay tuition and fee stably.
- ③ Applicants must have level5 of Japanese Language Proficiency Test (JLPT), level Fof Japanese Language Proficiency (J-TEST), level5 of the Japanese Language NAT-TEST or equal skills.
Or, applicants must have 150 hours or more Japanese learning experience.

●Course information/ Expenses

Applicants need to pay the examination fee to enroll (20,000 JPY) before applying for "APPLICATION FOR CERTIFICATE OF ELIGIBILITY" to Immigration Bureau.

The paid-up examination fee to enroll will not be returned regardless of pass or fail the examination.

Preparatory Course	Enrollment Month	School Expenses (JPY)			
		Enrollment fee	First Year	Remaining period	Total
2 years	April	50,000	760,000	760,000	1,570,000
1 year and 6 months	October	50,000	760,000	385,000	1,195,000
Due date		Within one week after the issue CERTIFICATE OF ELIGIBILITY		10 months after enrolled	

* The above school expenses include health-check and field trip fee.

* In addition to above, applicants must pay personal expenses include the National Health Insurance and visa renewal fee.

◇ Benefits for applicants who enroll in the school opening year ◇

1. Reduce by 5,000 JPY per a month of the tuition fee for the first year. Conditions are follows; wants to enroll October enrollment of 1 year and 6 months Preparatory course.
2. Enrollment fee waiver (50,000 JPY). Conditions are follows; already passed N4 level of the Japanese Language Proficiency Test or have equal Japanese skills.

* School expenses above are non-refundable. In the case the applicant's application is not accepted by the Immigration Bureau and do not enroll, or the cancel to enroll / enter Japan by the applicant's own reasons, expenses excluding the examination fee to enroll and enrollment fee are refunded by prescribed procedures.

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*If the applicant who receives the benefit of school opening year cancels to enroll/ enter Japan by the applicant's own reasons, 50,000 JPY shall be paid as the preparation fee to enroll.

●Class schedule

Monday - Friday

* No classes on Saturday, Sunday, National Holiday in Japan and long vacations (spring vacation/ summer vacation/ autumn vacation/ winter vacation).

Morning Class: 9:00 – 12:30 (4 classes)

Afternoon Class: 13:30 – 17:00 (4 classes)

* Students who enroll in April take morning classes, and who enroll in October take afternoon classes as rule.

●Application periods

Make an inquiry by e-mail to us first, and send required documents by the following due date.

Enroll in April : By late October

Enroll in October : By late April

● Accommodation

Student dormitory is available to assure your comfortable study environment.

The period of residence in a dormitory should be at least 6 months as a rule. Cost is from 30,000 JPY per a month per person to rent for 2 people.

Students planning to live with own family / relatives / friends in Japan should inform to the school in advance. We may interview and visit those who live together.

★ Flow from application to enrollment ★

Flow	Enroll in April	Enroll in October
Application for enrollment test Download the application form, fill in the blanks and submit them to the School. ↓	By late October	By lateApril
Interview test The interview test is conducted face-to-face either in your home country or via Skype. ↓		
Prepare the necessary documents for "APPLICATION FOR CERTIFICATE OF ELIGIBILITY" Send all the required documents to the School. ↓	By mid-November	By mid-May

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<p>The School submit APPLICATION FOR CERTIFICATE OF ELIGIBILITY to Osaka Immigration Bureau.</p> <p style="text-align: center;">↓</p> <p>The School inform the result of APPLICATION FOR CERTIFICATE OF ELIGIBILITY to the applicant</p> <p style="text-align: center;">↓</p> <p>Payment of School expenses Remittance (Entrance fee, tuition of the first year, and other expenses) should be settled within one week after the Osaka Immigration Bureau issue CERTIFICATE OF ELIGIBILITY for the applicant.</p> <p style="text-align: center;">↓</p> <p>The School send the original of CERTIFICATE OF ELIGIBILITY and "Letter of Acceptance" to the applicant.</p> <p style="text-align: center;">↓</p> <p>Applicant applies for a visa at their local Japanese Embassy.</p> <p style="text-align: center;">↓</p> <p>Come to Japan</p> <p style="text-align: center;">↓</p> <p>Enrollment ceremony, Orientation, Start of class</p>	<p>Mid-December</p> <p>The end of February</p> <p>The end of March</p> <p>The end of March</p> <p>The end of March</p> <p>Early April</p>	<p>Late June</p> <p>The end of August</p> <p>The end of September</p> <p>The end of September</p> <p>The end of September</p> <p>Early October</p>
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●Application documents

(1)For the applicant (Japanese translation of all documents written in other languages except Japanese is required.)

1.Application form	<p>○Our originalform, with handwriting</p> <p>All information such as address, school name, graduation date, etcshould be corresponded with credentials.</p>
2.Reasons to study Japanese	<p>○Our originalform, with handwriting</p>
3. Statement of Pledge	<p>○Our originalform, with handwriting</p> <p>Signature of the applicant and the financial sponsor are required.</p>
4. Original of Graduation	<p>○ The student registration is required if you are currently studying</p>

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certificate, Original of academic transcript	<p>in a university/college.</p> <ul style="list-style-type: none"> ○ The graduation letter is required if you are expecting to graduate. ○ The academic transcript is the school records from the last school you graduated (all records from admission to graduation).
5. Learning history of Japanese-language, Records of Japanese-language skills	<ul style="list-style-type: none"> ○ Certificate is required, such as above the level N5 of Japanese Language Proficiency, above the level F of J-TEST or above the level 5 of NAT-TEST. (If you are to take the exam and have the admission ticket, we need the copy instead.) ○ If you do not have the grade mentioned above, you should submit the certificate to prove that you learned Japanese language 150 hours or more. (Number of classes, name of text books, attendance rate, and number of attended hours are required.) <p>* To pass the exam on Japanese language ability is highly valued now. We ask you to take the Japanese exam.</p>
6. Certificates (Chinese only)	<ul style="list-style-type: none"> ○ Certificate of “National Higher Education Entrance Examination (高考)”, or transcript of “United Standardized Exam to Certify Graduation of High School(会考)” <p>(Be sure to mail it directly from the authorized center to our school.)</p>
7. ID Photo (4 cm×3 cm) 6 pieces	<ul style="list-style-type: none"> ○ 4 cm long x 3 cm wide, taken within 3 months before application, no head cap, sharper picture with plain background. Fill in your name, date of birth and nationality on the back of each photo.
8. Copy of passport and identification	<ul style="list-style-type: none"> ○ Copy of passport must be all pages except blank pages.
9. Documents to certify composition of applicant’s family	<ul style="list-style-type: none"> ○ Documents to certify the place and date of birth of the applicant’s whole family member, such as copy of family register or birth certificates.
10. Documents to prove backgrounds	<ul style="list-style-type: none"> ○ If you have work experiences, the Certificate of Employment is required.

(2) For the financial sponsor

<p>1. Copy of identification</p> <p>2. Letter of financial support</p> <p>3. Bank statement</p>	<ul style="list-style-type: none"> ○ Copy of ID card or other identifications. ○ Our original form, with handwriting, add the seal or signature ○ The original certificate of the deposit balance, equivalent to 3,000,000 YEN, in the name of the financial sponsor is necessary. ○ Description to explain the history of the current deposit balance ○ Copy of deposit passbook, etc
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4. Certificate of occupation	<input type="radio"/> Proof of sponsor's occupation such as the Certificate of Employment, the corporate register, business license etc.
5. Proof of income or financial ability	<input type="radio"/> Proof of income (the last 3 years) (the financial sponsor who lives in the applicant's country) <input type="radio"/> Proof of tax payment (the last 3 years) (the financial sponsor who lives in the applicant's country) <input type="radio"/> Proof of income and tax payments (the last 3 years) (the financial sponsor who lives in Japan)
6. Certificate of family relationship	<input type="radio"/> Copy of the family register listing all the family members of financial sponsor (the financial sponsor who lives in the applicant's country) <input type="radio"/> Resident's card listing all family members (the financial sponsor who lives in Japan)

★ Notes ★

Depending on the nationality or personal condition, there are cases where the application can be made only with simple documents. There are also cases where additional documents are required. Please contact us for details.