

Application Guide for Student Visa

留学ビザ申請手続き案内



*If the student is from specific countries (China, Vietnam, Nepal, Mongolia, Myanmar, Bangladesh, Sri Lanka), entrance qualifications and necessary documents are different. Please contact us for more details.

※特定国7カ国(中国、ベトナム、ネパール、モンゴル、ミャンマー、バングラデシュ、スリランカ) 出身の申請希望者の場合、出願資格、及び提出書類が異なります。個別に相談してください。

1. Entrance Qualifications

出願資格

An applicant who has completed 12 years or more educational curriculum or holding those of equal qualifications.
12年以上の学校教育課程修了、またはそれと同等の資格を有する者

2. Admission Time

入学時期及び学習期間

Course	Application period	4	7	10	1	4	7	10	1
2-year Prep Course 進学2年コース	Sep ~ Nov 9月~11月	April 4月							2 years (1,600 hours) 2年(1,600時間)
1.9-year Prp Course 進学1年9ヶ月コース	Dec ~ Feb 12月~2月		July 7月						1 year and 9 months (1,400 hours) 1年9ヶ月(1,400時間)
1.6-year Prep Course 進学1年6ヶ月コース	Mar ~ May 3月~5月			October 10月					1 year and 6 months (1,200 hours) 1年6ヶ月(1,200時間)
1.3-year Prep Course 進学1年3ヶ月コース	Jun ~ Aug 6月~8月				January 1月				1 year and 3 months (1,000 hours) 1年3ヶ月(1,000時間)

3. Fees

納付金

(rate: Japanese yen ; tax included)

(単位: 日本円 税込価格)

	1.3-year	1.6-year	1.9-year	2-year
① Processing 選考料	20,000	20,000	20,000	20,000
② Admission 入学金	60,000	60,000	60,000	60,000
③ First year of Tuition 初年度授業料	660,000	660,000	660,000	660,000
(①~③)	740,000	740,000	740,000	740,000
④ Second year of Tuition 次年度授業料	165,000	330,000	495,000	660,000
Total (①~④)	905,000	1,070,000	1,235,000	1,400,000

* The processing fee is not refundable if Certificate of Eligibility Issuance is being not issued.

* In the event of visa application not being accepted by Foreign Embassies, the admission fee, the tuition fee and the insurance will be refunded.

* In the event of withdrawal of entry to the school after receiving your visa from the embassy, the admission fee will not be refunded.

* Textbook fee is not included in the fee above.

※納付済み選考料は認定交付の有無に関わらず返金しません。

※在外公館にてビザ発給拒否の場合、入学金及び授業料を返金します。

※在外公館にてビザ発給後、入学辞退の場合には入学金は返金しません。

※上記学費の他に、教材費は別途必要となります。

4. Application for Certificate of Eligibility Issuance

査証取得手順

①Application

申請



②Certificate of Eligibility Issuance

在留資格
認定証明書



③visa

査証



- ① Application…Shinjuku Heiwa Japanese Language School (oversea office/cooperated organization)
Our school will write the application form based on your submitted documents and present it to Tokyo Regional Immigration Bureau.
- ② Certificate of Eligibility Issuance…Tokyo Regional Immigration Bureau
The certificate will be sent after confirming the payment of the admission fee and the tuition fee.
- ③ Visa…Governmental establishments abroad (Embassies/Consulates)
Please bring the certificate of eligibility sent from our school to apply for the visa at the governmental establishments abroad.

- ① 申請---新宿平和日本語学校 (提携機関)
申請者からの提出書類をもとに申請書を作成し、東京入国管理局へ提出します。
- ② 在留資格認定証明書---東京入国管理局
入学金及び授業料納入確認後、「認定証明書」「入学許可書」を郵送します。
- ③ 査証---在外公館 (大使館、領事館)
「認定証明書」「入学許可書」を持参し、在外公館でビザの申請手続きを行って下さい。

5. Documents to be submitted

提出書類

Both your documents and the sponsor's documents will be required upon application.
We might ask you to submit further documents other than the ones below.

出願時に「申請者本人」と「経費支弁者」の書類を提出して下さい。
下記以外にも個々の内容によっては、更に書類提出を求められることがあります。

□ Documents required by the applicant 申請者本人

Necessary documents	必要書類	Notes	注意事項
① Application form (Personal history)	入学願書 (履歴書)	Please use the specified application form. The form must be signed by the applicant him/herself.	
② 6 photos	顔写真 6 枚	4×3 cm, which were taken within the last 3 months. 縦 4cm×横 3cm 撮影 3ヶ月以内	
③ Certificate of graduation	卒業証明	*A certificate of graduation or an original diploma of the applicant's final school is required. *If you are an under-graduate (or under leave of absence from your school), you need to prepare a certificate of student register (a certificate of leave of absence) and a certificate of graduation or an official high school transcript. 最終学校「卒業証書 (卒業証明書)」の原本。 大学在学中 (休学中) の方は、「在学 (休学) 証明書」の他に、高校の「卒業証書 (卒業証明書)」の原本。	
Other documents	その他	A passport, an identification and a certificate of occupation. 「パスポート」、「身分証明書」、「在職証明書」。	

□ Documents required by the sponsor who is responsible for the school and living expenses 経費支弁者

Necessary documents	必要書類	Notes	注意事項
① Letter of guarantor to pay expenses	経費支弁書	A guarantor needs to sign the specified form by him/herself. 当校所定の書式を使用して下さい。支弁者直筆の署名が必要です。	
② Official transcript of the deposit balance	預金残高証明書	The sum has to be more than 3 million yen or the equivalent. 日本円 300 万円相当 (学習予定期間 2 年の場合) の残高。	
③ Relationship certification	親族関係立証資料	The official documents such as a full copy or his/her family register or a residential record. 「戸籍謄本」、「住民票」等の公的書類。	
Other documents	その他	*Certificate of occupation (A letter of employment from your employer. A self-employed financial sponsor needs to submit his/her business certificate or license.) *Certificate of income (The most recent income and tax status report for the past 3 years.) *If the sponsor is in Japan with a foreign nationality, a Certificate or Alien Registration will be required. ・職業証明書 (「在職証明書」、「法人登記簿謄本」等) ・収入証明書、「納税証明書」等 ・日本在住の外国籍の方は「外国人登録原票」	