

## School Guide

### – Shinjuku Heiwa Japanese Language School –

## 1. School Philosophy and Educational Objectives

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### [Basic Philosophy and Purpose]

Our school is based on the philosophy:

**“While sharing the joy of learning and the pleasure of teaching, we help each individual discover their true self, and foster a heart that understands and respects others.”**

Our goal is to provide an environment where each international student can expand their potential and grow toward achieving their dreams through Japanese language education.

Language is not just a communication tool, but a means of self-expression and a bridge to connect with people from different cultures and values.

In our Career Design Course, we place importance on not only acquiring the Japanese language but also deepening understanding of Japanese society. We nurture the ability to reflect on oneself and make proactive decisions about future paths. Through guidance in self-analysis and career design (and redesign), students develop independence and the ability to shape their own futures.

We value an environment where teachers and students learn and grow together, and where both can feel the joy of teaching and the fun of learning.

By fostering mutual respect among international students from diverse backgrounds, we aim to develop individuals who can contribute to the global community.

### [Educational Objectives]

#### 1. A Learning Environment Where Students Feel the Joy of Learning

Offer lessons and activities that allow students to enjoy learning Japanese and motivate them to continue learning independently.

#### 2. Respect for Individuality and Self-Expression Skills

Help students discover their unique qualities through Japanese learning and build confidence in expressing their thoughts and feelings.

### **3. Understanding and Respect for Diverse Cultures and Values**

Promote acceptance of differences between oneself and others while deepening understanding of Japanese and other cultures.

### **4. Career Design Ability (Life Planning and Redesign)**

Help students understand societal systems and changes regarding lifestyle, education, and work, and develop the ability to choose their career paths.

### **5. Achievement of Learning Goals**

Foster proactive learning habits, the ability to reflect on progress, and flexible adjustment of goals.

## [Ten Key Features of the School]

### **1. Excellent Access**

Located in the popular youth district of Shinjuku, easily accessible via multiple train lines, making commuting very convenient.

### **2. Tailored Job Support for International Students**

We collaborate with affiliated institutions to provide job support, including career guidance by alumni, helping students prepare confidently for their future careers.

### **3. Active Social Media Communication**

We actively share information and school events on SNS to enhance communication with students and parents.

### **4. Highly Specialized Teachers**

Each subject is taught by specialized instructors, offering effective lessons toward defined learning goals.

### **5. ICT-Based Learning and Lifestyle Support**

We utilize a learning management system to analyze student data and improve education. Support starts before arrival and includes assistance in self-study (e.g., JLPT prep).

### **6. Classrooms Designed for Visual Learning**

All classrooms are equipped with large monitors to aid visual understanding and promote the use of digital materials.

### 7. Individual Counseling to Support Goals

At the end of each term, all students receive one-on-one counseling with their homeroom teacher to review and adjust academic and career goals.

### 8. Enriching School Events

Cultural experiences, excursions, and exchange events are held each term to deepen understanding of Japanese culture and student friendships.

### 9. Interaction with Japanese Students

Through events such as sports festivals and interviews, students engage in practical Japanese and cultural exchanges with local students.

### 10. Focus on Teacher Development

Teachers regularly participate in workshops and study sessions, continuously improving educational quality through in-house meetings and training.

## 2. Learning Environment

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**Location:** 1-13-14 Hyakunincho, Shinjuku-ku, Tokyo

**Overview:** Located in popular Shin-Okubo, the area offers a calm environment with supermarkets, shops, and international restaurants. Students can live comfortably with access to multilingual hospitals, diverse food stores, and religious facilities. The area is quiet and peaceful with many parks, libraries, and shrines.

**Facilities:** Photos available on our website → [www.shinjuku-heiwa.com](http://www.shinjuku-heiwa.com)

**Nearest Stations:** JR Shin-Okubo Station, JR Okubo Station, Shinjuku Station, Seibu-Shinjuku Station

### 3. Establishment and History

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Managing Company: Heiwa Estate Co., Ltd.

President: Koshun Oyama

Principal: Zentaro Honda

Chief Instructor: Shiho Shono

Administrative Director: Satomi Sone

School History:

April 2010: Opened

May 2010: Authorized by Ministry of Justice

April 2011: Started accepting international students

### 4. Academic Programs

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#### [Purpose and Goals of the Program]

In line with our school's philosophy — "Sharing the joy of learning and the fun of teaching while discovering one's individuality and fostering mutual respect" — our programs aim to help learners not only acquire language skills but also deepen their understanding of Japanese society. Students are encouraged to reflect on themselves, take ownership of their future path, and build habits of lifelong learning.

#### [Learning Objectives]

Students will be able to accurately understand and convey main ideas and details of both concrete and abstract topics. They will be able to create clear and detailed texts on a wide range of topics and explain their views from various perspectives.

In addition to acquiring the language ability necessary for their career paths, students will gain a solid foundation for understanding Japanese society and lifelong learning.

Target level: Japanese Language Proficiency equivalent to CEFR B2.

#### [Target Students]

Those aiming for employment in Japan (including students from non-kanji-using countries; kanji instruction is provided).

Note: Courses are not exclusively focused on kanji study, so students from kanji-using regions or with kanji experience also benefit from balanced instruction in all four skills (speaking, listening, reading, writing) toward achieving B2-level proficiency.

[Enrollment & Course Information]

| Course Name                    | Duration     | Capacity   | Classes  | Entry Term | Graduation Term |
|--------------------------------|--------------|------------|----------|------------|-----------------|
| Career Design Course (April)   | 2 years      | 40         | 2        | April      | March           |
| Career Design Course (July)    | 1 year 9 mo. | 40         | 2        | July       | March           |
| Career Design Course (October) | 2 years      | 40         | 2        | October    | September       |
| Career Design Course (January) | 1 year 9 mo. | 40         | 2        | January    | September       |
| <b>Total</b>                   |              | <b>160</b> | <b>8</b> |            |                 |

[Class Schedule]

| Period | Morning     | Afternoon   |
|--------|-------------|-------------|
| 1st    | 9:10-9:55   | 13:10-13:55 |
| 2nd    | 10:00-10:45 | 14:00-14:45 |
| 3rd    | 11:00-11:45 | 15:00-15:45 |
| 4th    | 11:50-12:35 | 15:50-16:35 |

【Curriculum】

by Level - “Can do” Goals

| Level               | Description  |
|---------------------|--|
| A1 Beginner 1       | Understand basic expressions, read short texts, hold simple conversations.                     |
| A2 Beginner 2       | Understand simple language and expressions, read short passages, converse on everyday topics.  |
| B1 Pre-Intermediate | Understand everyday expressions, read/listen to short content, write and share basic opinions. |
| B1 Intermediate 1   | Grasp key points in familiar topics and express ideas with increasing complexity.              |
| B2 Intermediate 2   | Understand non-daily expressions and handle non-routine topics and discussions.                |

| Level |                     | Description   |
|-------|---------------------|---|
| B2    | Intermediate 3      | Understand abstract topics and articulate opinions on various areas of interest.                    |
| B2    | Upper-Intermediate1 | Comprehend complex, abstract ideas and clearly explain or assert personal viewpoints.               |
| B2    | Upper-Intermediate2 | Use language fluently and effectively across a broad range of topics for presentations/discussions. |

[Subjects and Hours] 2-Year Career Design Course (April/October Entry)

| Subject                | Skill Area                         | Learning Objective  | Hours |
|------------------------|------------------------------------|---|-------|
| Language Understanding | Writing, Interaction, Presentation | Master a broad range of expressions to express and comprehend complex ideas and non-daily topics.       | 450   |
| Composition            | Writing, Interaction, Presentation | Write clear, detailed texts (approx. 400 characters), incorporating different viewpoints and examples.  | 92    |
| Expression             | Interaction, Presentation          | Speak fluently and effectively, structure presentations, and participate in discussions and debates.    | 154   |
| Reading                | Reading, Interaction               | Understand complex texts and find necessary information even on specialized topics.                     | 268   |
| Listening              | Listening, Interaction             | Understand abstract and complex spoken content, grasp main points and details.                          | 207   |
| Kanji                  | Reading, Writing                   | Learn approximately 1,100 kanji.  | 189   |
| Career Design          | All 4 skills                       | Deepen understanding of Japanese culture, society, and employment systems while enhancing adaptability. | 176   |

[Academic Evaluation and Completion Requirements]

Student performance is evaluated through final exams every three months.

To graduate, students must:

Maintain 70% or higher attendance from enrollment to graduation, and

Receive a final grade of A (80-100%) or B (60-79%) across all subjects in their final term.

## 5. Tuition and Fees

| Item                                 | 2-Year Course<br>(April/October) | 1 Year 9-Month<br>Course (July/January) | Payment Timing   |
|--------------------------------------|----------------------------------|---|--|
| 1. Admission Fee                     | ¥66,000                          | ¥66,000                                 | Within 2 weeks after<br>Certificate of Eligibility<br>issuance |
| 2. 1st-Year Tuition                  | ¥720,000                         | ¥720,000                                |  |
| 3. Teaching Materials                | ¥48,000                          | ¥48,000                                 |  |
| 4. Extracurricular<br>Activities     | ¥24,000                          | ¥24,000                                 |  |
| 5. Facility<br>Maintenance           | ¥14,000                          | ¥14,000                                 |  |
| 6. Insurance                         | ¥12,000                          | ¥12,000                                 |  |
| 7. Health<br>Management              | ¥10,000                          | ¥10,000                                 |  |
| <b>Total for 1st Year</b>            | <b>¥894,000</b>                  | <b>¥894,000</b>                         | 2 months before next<br>academic year                          |
| 8. 2nd-Year Tuition                  | ¥720,000                         | ¥540,000                                |  |
| 9. Teaching Materials<br>(2nd yr)    | ¥48,000                          | ¥36,000                                 |  |
| 10. Extracurricular<br>(2nd yr)      | ¥24,000                          | ¥18,000                                 |  |
| 11. Facility<br>Maintenance (2nd yr) | ¥14,000                          | ¥10,500                                 |  |
| 12. Insurance (2nd<br>yr)            | ¥12,000                          | ¥9,500                                  |  |
| 13. Health<br>Management (2nd yr)    | ¥10,000                          | ¥10,000                                 |  |
| <b>Total for 2nd Year</b>            | <b>¥828,000</b>                  | <b>¥624,000</b>                         |  |
| <b>Total Program Cost</b>            | <b>¥1,722,000</b>                | <b>¥1,518,000</b>                       |  |

Other Notes:

Application Fee: ¥22,000 (non-refundable)

For refund conditions, refer to the "Refund Policy".

## 6. Application Process

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### [Eligibility Requirements]

1. Completion or expected completion of 12+ years of formal education (or equivalent).
2. Must be able to legally enter Japan.
3. Ability (or sponsor's ability) to support tuition and living expenses during the stay.
4. Japanese language ability at **A1 level or higher**.
5. Over **150 hours of prior Japanese study** or passing a Japanese language test at A1 level or above.

*Applicants with a bachelor's degree or higher are exempt from requirement (5).*

*For other criteria such as age, visa history, etc., please consult with us.*

### [Admission Process]

#### 1. Document Screening (Primary Screening)

Submit application form, academic transcripts, and proof of Japanese ability.

#### 2. Interview (Secondary Screening)

Includes a Japanese language evaluation through interview and performance. Will also assess your study motivation and career goals using your native language or English.

#### 3. Document Review

Final screening of identity, academic background, and financial ability.

## 7. Housing Support

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We introduce real estate agencies that offer share houses and apartments for international students.

For those interested in homestay, we connect you with a professional agency.

## 8. Part-Time Work (Permission for Activities Outside Status)

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Students on a "Student Visa" are not allowed to work by default.

However, with a **Permission for Activities Outside Status**, part-time work up to:

**28 hours/week** during terms, and **40 hours/week** during long breaks is allowed.

Work in the adult entertainment or similar industries is prohibited.

Examples: game centers, pachinko parlors, customer-service bars, certain hotel cleaning jobs.

## 9. Visa Support (Application Proxy System)

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To help students live and study in Japan with peace of mind, qualified staff at our school will assist with visa renewals and changes under the "Application Proxy System".

Details are explained at orientation.

Applications for renewal start 3 months before visa expiration.

Note: Visa renewals may not be processed if your attendance, academic performance, or off-campus work violate the conditions for staying in Japan. Always follow guidance from your instructors and advisors.

## 10. Estimated Living Expenses

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**Monthly living expenses:** ¥120,000

*(This is the average amount spent by our international students and is provided as a general reference.)*

**Breakdown:**

**Rent:** ¥50,000    **Utilities:** ¥7,000    **Communication (e.g., phone, internet):** ¥10,000

**Transportation:** ¥5,000   **Food:** ¥25,000   **Social expenses:** ¥10,000   **Miscellaneous:** ¥3,000  
**Other expenses:** ¥10,000

## 11. Job Support System Specialized for International Students

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In the **first year**, students focus on improving their Japanese language skills and deepening their understanding of Japanese society. During this time, they also engage in self-reflection to discover and develop their individual strengths and unique characteristics.

From the **second year**, students are guided in developing interpersonal skills and are supported under a comprehensive job support system to ensure they can effectively present themselves during job hunting in Japan.

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### 【Understanding Japan】Beginner Levels 1 & 2

During the first six months after enrollment, students take beginner-level classes focused on “Understanding Japan.” This period allows students to steadily build a solid foundation in Japanese through daily life support and academic guidance.

*Note: For students enrolling in July or January, classes begin at the A2 level, and the first six months include pre-departure ICT lessons.*

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### 【Self-Analysis】Pre-Intermediate

At the pre-intermediate level, the theme is “Self-Analysis.” Students explore their areas of strength and fields of interest. They work on creating resumes and listen to stories from alumni currently working in Japan. These experiences help students reflect on what is necessary to pursue employment in Japan.

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### 【Cross-Cultural Understanding】Intermediate 1 & 2

From the intermediate level onward, classes shift toward “Cross-Cultural Understanding,” building on the foundation of self-awareness. Students learn to understand differences in thinking, culture, and customs through interaction with others.

Outside of class, students receive support from partnered job support companies to research

industries and companies and clarify their career paths through career counseling. Interview preparation includes speech and pronunciation training for clear communication, and even workshops on how to wear a business suit properly. Students build the confidence needed to approach job hunting with the same mindset and professionalism as Japanese students.

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#### **【Job Hunting】Intermediate 3 & Upper-Intermediate 1**

Based on the Japanese language proficiency and job-hunting fundamentals acquired in the first year, students begin “practical job hunting” from the second year onward. Teachers and staff provide thorough support with résumé reviews, applying for company information sessions, and intensive interview practice, with the goal of securing offers from multiple companies.

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#### **【Job Preparation】Upper-Intermediate 2**

Even after receiving job offers, the school continues to support students with procedures such as changing visa status and relocating. Trusted administrative scriveners and real estate agents are introduced to help students smoothly transition into their new life in Japan with peace of mind.

## **12. Academic Advancement Guidance**

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At our school, we provide flexible and detailed support for students who initially set out with the goal of finding employment but later decide to pursue further education at a vocational school or university in Japan.

For students wishing to advance to higher education, we offer personalized support through one-on-one interviews to carefully confirm their aspirations and suitability. Our faculty and staff assist each student throughout the entire process — from selecting their preferred school, preparing application documents, and writing essays, to practicing interviews — offering attentive guidance tailored to each individual.

“Returning to learning” is an important step that can broaden future career paths. We respect our students’ choices and are committed to helping them make the best decisions for their future through comprehensive academic guidance.

Additionally, for students aiming for employment, understanding the content taught at Japanese vocational schools and universities can be a valuable experience. It helps foster smoother communication in Japanese society — by allowing them to relate to the experiences of their Japanese colleagues or seniors who have studied at such institutions, and to compare and reflect on their own knowledge and skills.

Students also participate in academic fairs held at nearby venues, as well as in-school sessions with invited representatives from prospective institutions.

### 13. Contact Information

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SHJ Language School (Shinjuku Heiwa Japanese Language School)

1-13-14 Hyakunincho, Shinjuku-ku, Tokyo, Japan

Available Hours: Weekdays from 9:30 AM to 5:00 PM (excluding weekends, public holidays, and year-end/New Year holidays)

Supported Languages: Japanese, English, Vietnamese, Korean, Chinese, Indonesian

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