

Application Guide for Student Visa

学生签证申请程序



申请资格

1. Entrance Qualifications

An applicant who has completed 12 years or more educational curriculum or holding those of equal qualifications.
An applicant who has passed the 5th level of the JLPT or holding those of equal qualifications.

申请人须具有12年以上的学历或同等条件者。
申请人要具有日本語能力考试5级相等的日语水平。

2. Admission Time

入学时期及学习期间

Course	Application period	4	7	10	1	4	7	10	1
2-year Prep Course 升学2年课程	Sep ~ Nov 9月~11月	April 4月							2 years (1,600 hours) 2年 (1,600小时)
1.9-year Prp Course 升学1年9个月课程	Dec ~ Feb 12月~2月		July 7月						1 year and 9 months (1,400 hours) 1年9个月 (1400小时)
1.6-year Prep Course 升学1年6个月课程	Mar ~ May 3月~5月			October 10月					1 year and 6 months (1,200 hours) 1年6个月 (1200小时)
1.3-year Prep Course 升学1年3个月课程	Jun ~ Aug 6月~8月				January 1月				1 year and 3 months (1,000 hours) 1年3个月 (1000小时)

3. Fees

缴纳金

	1.3-year	1.6-year	1.9-year	2-year
① Processing 选考费	22,000	22,000	22,000	22,000
② Admission 入学金	44,000	44,000	44,000	44,000
③ First year of Tuition 第一年度学费	720,000	720,000	720,000	720,000
④ Insurance 留学生保险6个月	6,000	6,000	6,000	6,000
(①~④)	792,000	792,000	792,000	792,000
⑤ Second year of Tuition 第二年学费	180,000	360,000	540,000	720,000
Total (①~⑥)	972,000	1,152,000	1,332,000	1,512,000

* Textbook fee is included in the fee above.

*The processing fee is not refundable in any case.

* 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.

※上述費用包括教材費。

※选考費在任何情況下均不予退還。

※如在大使館被拒簽，入學金和學費將退還。

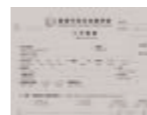
※在外公館簽證審批後，自退學的入學金不予退還。

4. Application for Certificate of Eligibility Issuance

取得簽證程序

① Application

申請



② Certificate of Eligibility Issuance

在留資格認定證明書



③ visa

簽證



- 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.
- 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.
- 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---新宿平和日本語學校(合作機關)
根據申請人遞交資料內容填寫申請書，遞交到東京入國管理局。

② 在留資格認定證明書---東京入國管理局
確認繳納入學金和學費後，郵送「認定證明書」「入學許可書」

③ 簽證---在外公館(大使館，領事館)
持「認定證明書」和「入學許可書」，到在外公館辦理簽證手續。

5. Documents to be submitted

申請資料

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.

報名時需提出「申請者本人」及「經費支付者」的資料。
根據申請人實際狀況校方可能會要求申請人補交其他資料。

□ Documents required by the applicant

申請者本人

Necessary documents	所需資料	Notes	注意事項
① Application form (Personal history)	申請書(履歷書)	Please use the specified application form. The form must be signed by the applicant him/herself.	請使用我指定格式資料(學歷，職歷等履歷事項，日語學習理由)。需要申請者本人簽名。
② 6 photos	證明照6張	4×3 cm, which were taken within the last 3 months.	長4cm×橫3cm 正面脫帽 3個月以內
③ Certificate of graduation	畢業證明	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.	最終學歷「畢業證(畢業證明書)」的原本 如你是大學在職(休學中)，請提交「在學(休學)證明書」和高中「畢業證(畢業證明書)」的原本
④ Transcript of academic records	成績單證明書	A transcript of the applicant's final school and the school you are currently registered with.	最後學歷的成績單證明書或在籍學校的成績單
⑤ Japanese proficiency certificate	日語能力證明書	A certificate of level 5(or above) of JLPT or holding those of equal qualifications. A certificate to prove that you have completed more than 150 hours of Japanese study.	「日語能力考試(N5級以上)」 「J-TEST」 「NAT」的合格證。150小時以上的日語學習經歷書。
Other documents	其他	A passport, an identification and a certificate of occupation.	「護照」，「身份證」，「在職證明書」。最終學歷學校畢業3年以上者需填寫詳細的「日語學習理由」。

□ Documents required by the sponsor who is responsible for the school and living expenses

經費支付者

Necessary documents	所需資料	Notes	注意事項
① Letter of guarantor to pay expenses	經費支付書	A guarantor needs to sign the specified form by him/herself.	請使用我指定格式。需經費支付者親手簽字
② Relationship certification	親屬關係公證書	The official documents such as a full copy or his/her family register or a residential record.	所在省市縣公證處簽發的親屬關係公證書。
③ Copy of Chinese Family Register	戶口簿	Document that proves family structure of the sponsor.	可證明支付者的學歷及職業的全項資料。
④ Official transcript of the deposit balance	存款餘額證明書 存摺復印件	The sum has to be more than 3 million yen or the equivalent.	相當於日元300萬(學習預定年期限的場合)的餘款。用在資金累積過程的證明。
⑤ Certificate of occupation	職業證明書	A letter of employment from your employer.	「在職證明書」「營業許可書」等。
⑥ Certificate of income	收入證明	The most recent income and tax status report for the past 3 years.	能證明過去3年收入及納稅的資料。
Other documents	其他	If the sponsor is in Japan with a foreign nationality, a RESIDENCE CARD will be required. Certificate of income in addition to the earned income (stocks, real estates, etc.) will be required.	在日居住的外國人需繳交「在留卡」 薪資收入以外的收入證明(「如證券」，「不動產的買賣」等)，依情況需要「資金形成過程證明書」