

■LIST OF APPLICATION DOCUMENTS

A. Applicant

	Documents	Precautions
1	Entrance Application, Resume.	Write carefully with the period of attendance at school
2	Document of purpose of study in Japan.	Write in detail about the purpose of study in Japan.
3	Original document of the graduation certificate issued by the last school.	Submit the document with the date of issue and the official seal.
4	Original academic transcription issued by the last school.	Submit the transcription, which describes all which all results were listed in during the school period from entrance to graduation.
5	Certificate of student registration, prospective graduation or withdrawal.	If the applicant is studying at junior college or university at the time of application. If the applicant has quit junior college or university, this document must also be submitted.
6	Documents of proving for Japanese language learning.	Submit the document proving that the applicant has attended the Japanese lessons for more than 150 hours, and the applicant's attendance rate.
7	Original document of the result of JLPT, NAT-Test or J- Test.	Only if the applicant has passed the examination. If the applicant has not received the result yet, please submit the copy of the examination admission ticket.
8	Certificate of Employment.	If the applicant has worked, the certificates are necessary for all companies he/she has worked.
9	Original document of family register.	For all members of the applicant's family.
10	Certificate of Birth (original document.)	Certify the parent - child relationship if the financial sponsor is the applicant's father or mother.
11	Copy of ID.	Take copies so that the front side, the back side and the identification number can be seen clearly.
12	Copy of passport.	If the applicant has come to Japan before, submit all pages of emigration and immigration.
13	6 pieces of photo (4cm×3cm)	With the white or blue background and taken within 3 month of application. Write the applicant's name and date of birth on the back side.

B. Financial sponsor

	Documents	Precautions
1	Letter of financial support.	Write 750,000 yen in the field of school expenses.
2	Original document of certificate of bank balance.	Write the amount of sponsor's saving that is equivalent to 2,000,000 JPY or more.
3	Copy of bankbook.	For the past 1 year.
4	Explanatory document of the fund information and the related certificate. (The contract for land transaction, the copy of land certificate and so on.)	Need the explanation about the process that the sponsor obtained the fund certified in the bank balance and its related certificate.
5	Certificate of employment(original document)	The document must include the following information. The management registration number, the tax payment number, the address of sponsor's company, phone number, date of entrance to the company, position and content of work.
6	Copy of corporate registration (original document)	If the sponsor is the executive in the company.
7	Copy of business permit	If the sponsor is doing an independent business. (ex: land deed in the case of agriculture.)
8	Certificate of income (original document)	For the past 1year.
9	Certificate of tax payment (original document)	For the past 1 year.
10	Certifying documents for relationship between the applicant and the financial sponsor.	If the sponsor is the relatives, submit a census register, certificate of birth and a notarized document of kinship. If the sponsor is someone other than the relatives, submit the document certifying relationship between the people.
11	Copy of ID	If the financial sponsor lives in Japan, submit the copy of the Residence card.
12	Certified copy of resident register or certification of information recorded on foreign resident registration file	If the sponsor lives in Japan, submit the documents for all members.
13	List of financial sponsor's family members.	Names, age, sex, date of birth, occupation and place of residence of the spouse, children [both living together and living apart], name of members dwelling with the financial sponsor.

REQUIREMENTS FOR ADMISSION

SANKOU JAPANESE LANGUAGE SCHOOL

〒374-0133 222-1 Iwata Itakura-machi Ora-gun Gunma Prefecture

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■Applicants must satisfy all the qualifications bellow.

1. The applicant who has a clear purpose of learning and acquiring the Japanese language.
2. The applicant who has Japanese language proficiency that is equivalent to N5 of the Japanese Language Proficiency Test.
3. The applicant must have completed at least 12 years of formal education or have completed the correspondence course or be a candidate for completion of 12 years of education by the time of application.
4. The applicant must be within 5 years after graduating from the last school.
5. The applicant is aged from 18 to 30.
6. The applicant must be permitted to enter Japan with formal procedure or be a candidate of that.
7. The candidate must have a financial sponsor with sufficient financial ability.

■Registration period

Course	Registration period	Application for visa	Result of application	Issue of visa	Date of entrance
College preparation 1.5 years course	Mar. – May	End of May	August	September	October
College preparation 2 years course	Aug. – Nov.	End of Nov.	February	March	April

■Outline of courses

Course	Capacity	Period of study	Total hours of study	Entrance
College preparation 1.5 years course	14	1.5 years	1200 hours	October
College preparation 2 years course	15	2 years	1600 hours	April

■Students’ Payment

School Fees

(Units : JPY)						
Course	Year	Screening fee	Entrance fee	Tuition fee	Pick up fee (to the airport)	Subtotal
1.5 years course	1st year	20,000	80,000	690,000	10,000	800,000
	2nd year	-	-	285,000	-	285,000
2 years course	1st year	20,000	80,000	640,000	10,000	800,000
	2nd year	-	-	565,000	-	615,000

※Basically, student must do a lump-sum payment.

※School fees include 10% of consumption tax. If the consumption tax is increased, the school fees are also increased for the increase of the tax.

※About the return of the school expenses.

1. Basically, the school will NOT pay back any school expenses a student pays.
2. If a student does not enter our school even though the Certificate of Eligibility for a Status of Residence is issued, the school returns the school expenses according to the guideline of Association for the Promotion of Japanese Language Education. You can refer to the guideline with the following URL. <http://www.nisshinkyo.org/article/pdf/guide1.pdf>

※Screening fee should basically be paid when the applicant submits the application documents. However the applicant is allowed to pay for it with other school expenses after the Certificate of Eligibility for a Status of Residence is issued so that we can reduce the applicant’s burden. If the Certificate of Eligibility for a Status of Residence is not issued, the applicant does NOT need to pay for the screening fee.

■Dormitory Fees

Entrance fee (Charge for bed included.)	Room Rent (1 month15,000JPY×6 months)	Cleaning fee	Number of dwelling	Plan of house	Notes
50,000 JPY	90,000 JPY	20,000 JPY	4	2DK	Room share by 2 people.

※Equipment : Refrigerator, washing machine, microwave, gas range, cooking tools and dished.

※It does NOT cover water, lighting, heating and food expenses.

※Additionally, the water bill is 2,000 yen per month.

■Screening Procedure

The screening will be done on the basis of the application documents submitted and interview. (both applicant and financial sponsor.)

■Documents to be submitted

※Please refer to the back of the sheet.

■Application Procedure

	Contents	Apr. Entrance	Oct. Entrance
Student → SJLS	Application	Aug. – Nov.	Mar. – May
Student → SJLS	Documents arrive at SJLS.	Middle of Nov.	Middle of May
SJLS→ Immigration Bureau	Apply to the Immigration Bureau.	End of Nov.	End of May
Immigration Bureau→ SJLS	Result of Application.	End of Feb.	End of Aug.
SJLS → Student	Send the copy of Certificate of Eligibility for a Status of Residence and the bill	End of Feb.	End of Aug.
Student → SJLS	Pay for the school expenses (Remittance)	Beginning of Mar.	Beginning o Sep.
SJLS → Student	Send the original of Certificate of Eligibility for a Status of Residence and Certificate of Admission.	Beginning – middle of Mar.	Beginning – middle of Sep.
Student→ Embassy of Japan	Apply for the visa.	Middle - end of Mar.	Middle – end of Nov.
Embassy of Japan → Student	Issue of visa.	Middle – end of Mar.	Middle – end of Nov.
Student	Entrance to Japan.	Beginning of Apr.	Beginning of Oct.

■Bank Account for remittance

	日本語	English
Beneficiary Bank	群馬銀行	The Gunma Bank, Ltd.
SWIFT code	GUMAJPJT	
Branch Name	板倉支店	Itakura Branch
Beneficiary Account No.	普通口座 0455673	Saving Account 0455673
Beneficiary Name	株式会社 山幸	SANKOU Co.,Ltd.