

MIROKU no SATO JAPANESE LANGUAGE SCHOOL(MJLS)²

-Application Procedure-

ENTRANCE QUALIFICATION

- People who have completed **12 years of study** in their own country, or also have the level of a student of 12 years of study. Also, people who are planning to graduate with 12 years of study experience.
- People who are physically and mentally healthy, and most importantly, each applicant must be a **law-abiding citizen**.

APPLICATION PERIOD

- For the term starting in April: please apply between **1st August and End of October** the year prior to planned attendance.
- For the term starting in October: please apply between **1st March and End of May** of the year of planned attendance.

SCREENING OF DOCUMENTS (application fee 20,000YEN)

All application documents need **Japanese translation**. These documents can be submitted by post or in person directly to **MJLS**. If the documents are inadequate, application will not be accepted. After acceptance, **MJLS** staff will examine the documents carefully and screen them. **The application fee will not be returned** even if the result of the screening is negative.

APPLICATION FOR CERTIFICATE OF ELIGIBILITY

After the selection procedure in **MJLS**, only the documents of the successful applicants are submitted to the **Ministry of Justice**, and examined there (takes about 2 months). Once the **Ministry of Justice** has assessed the application, a **Certificate of Eligibility** is granted to the approved applicants. (This will be decided at the beg. of March for the term starting in April and at the beg. of Sep. for the term starting in Oct.) Successful applicants will then apply for a student visa. This can be renewed, except in the case of unsatisfactory attendance or grades.

SENDING THE CERTIFICATE BY MAIL (After the payment of tuition fee)

As soon as the result of the application for the **Certificate of Eligibility** is published, applicants or guarantors/representatives will be informed. Those applicants granted a **Certificate of Eligibility** must send the **tuition fee** by bank transfer on a designated day. After confirming the receipt of money, **Certificate of Eligibility** will be sent to applicants.

APPLICATION FOR VISA

After receiving the **Certificate of Eligibility** and the **Entrance Permit**, the applicant must go to their home country's **Japanese Embassy** and applies for a **visa** with the other required documents.

PREPARATION FOR ARRIVAL IN JAPAN

By mail or fax, applicants granted a visa must send the **Information Paper for Arrival in Japan** (information of the date of arrival, this will be sent together with Certificate of Eligibility and the Entrance Permit) to **MJLS**. This must be done at least **10 days before the arrival**.

In the event that entry into Japan is delayed until after the start of the term, please contact the school.

We have a **pick-up service** for students arriving at **Hiroshima Air-port** or **Okayama Air-port**..

ARRIVAL IN JAPAN

After arriving in Japan, **Registration** as a foreign student and an application for **National health insurance** will be done at the city office, after the entrance procedure for the school and dormitory/apartment are done. Also students will open an **account at a bank**. After the completion of these procedures, orientation and the Japanese level check test shall take place in the school on a designated day.

REINBURSEMENT OF ADVANCE PAYMENT

- In case the applicant **will not visit Japan** because he/she did not apply for the visa although the Certificate of Eligibility was granted:
All the advance payment, except **Application Fee** and **Entrance Fee**, will be reimbursed. However, the applicant must return the **Certificate of Eligibility** and the **Entrance Permit**.
- In case the applicant **cannot visit Japan** because application for **visa was not approved** at his/her home country's Japanese Embassy:
All the advance payment, except **Application Fee** and **Entrance Fee**, will be reimbursed. However, the applicant must return the **Entrance Permit** and submit the "**Confirmation that Visa was not issued at the overseas Japanese Embassy**" to **MJLS**.
- In case the applicant got a visa but declined enrollment before visiting Japan:
If the **visa** is **unused** and confirmed to be **invalid**, all the **advance payment, except Application Fee** and **Entrance Fee**, will be reimbursed. However, the applicant must **return the Entrance Permit**.
- In case the applicant who got a visa and entered school, but leaves school without completing the course:
Application Fee and **Entrance Fee** will not be returned. **Tuition, Faculty Fee etc.** will **not be returned** either in principle. The same applies to reimbursement when the applicant does not enter school after arriving in Japan.