

重要な書面ですので、必ずお読み下さい。
This is an important document.
Please read it carefully.

入学概要 Enrollment Outline

入学時期 Enrollment Period	課程 Course	就学年数 Years	募集人数 Number of Students to be admitted	授業時間 Hours of Lessons	募集期間 Registration Period
1月 January	一般コース General Course	2年 Two Years	30	午前・午後 二部制	6月1日～8月31日 1st,Jun – 31st,Aug
4月 April	一般コース General Course	2年 Two Years	40	1日4時間 1週20時間	8月1日～10月31日 1st,Aug-31st,Oct
7月 July	一般コース General Course	2年 Two Years	36	Morning or Afternoon (2 sessions) 4 hours a day 20 hours a week	12月1日～2月28日 1st,Dec-28th, Feb
10月 October	一般コース General Course	2年 Two Years	34		2月1日～4月30日 1st,Feb-30th,Apr

◎入学資格：原則、自国で12年間の学歴がある者(日本式：小・中・高 卒業以上)

◎Applicant must have completed 12 years of school education (The Japanese education system: completed Elementary, Junior High, High school or above.)

<授業形態> 教室での少人数日本語指導(別途行事・学校外活動あり)
Japanese language teaching in small-sized classes (There are events specially and activities outside the school)

<休校日> 当校の休校日は次のとおりです。
・週2日(原則として土曜・日曜)及び祝日
・夏季休日(7月下旬～8月下旬)・秋季休日(10月初旬頃)
・冬季休日(12月下旬～1月初旬)・春季休日(3月下旬～4月初旬)
※教育上必要で、やむを得ない事情があると校長が認めるときは、上記にかかわらず授業を行う場合があります。
※非常災害その他急迫の事情があると校長が認めるときは、臨時に授業を行わない場合があります。
School closes:
・Saturdays and Sundays in general and public holidays;
・Summer holiday (from the end of July to the end of August);
・Autumn holiday (around the beginning of October);
・Winter holiday (from the end of December to the beginning of January);
・Spring holiday (from the end of March to the beginning of April).
※Class may be carried out, not limited to the above, when the principal decides it is necessary educationally.
※Class may be cancelled temporarily if there is any extraordinary disaster of emergency circumstances.

<選考料・授業料等の額及び支払時期・支払方法>
Fees and payment period/methods

◇願書提出時の選考料(消費税込) … ￥20,000

※選考料は願書提出時に現金又は銀行送金にてお支払い下さい。送金手数料はご負担下さい。
※選考料は合否に関係なく、一切返金致しません。

◇The processing fee (tax inc.) …20,000 yen

※Please pay the processing fee by cash or bank transfer. The transfer service charge occurred will be required.
※Regardless of the result, the processing fee is NOT refundable.

◇入学時に必要な費用(消費税込) … ￥714,000

(内訳) 入学金 ￥52,500
1年目設備費・維持費 ￥31,500
1年目学費 ￥567,000
1年目教材費 ￥21,000
光熱費 ￥21,000
事務手続費 ￥3,500
留学生保険 保険料 ￥17,500

(留学生保険は日本語学校協同組合への申込みになります。詳しくは組合の資料を御確認下さい。)

※在留資格の認定が確認でき次第、当校指定口座に全額を送金して下さい。送金手数料はご負担下さい。

◇Fees required when enrolling (tax inc.) … 714,000 yen

(Items) Enrollment fee …52,500 yen
Fees of equipment / the maintenance of the first year …31,500 yen
Tuition fee of the first year …567,000 yen
Teaching material fees of the first year …21,000 yen
Utility fee …21,000 yen
Expense charge …3,500 yen
International student insurance …17,500 yen

※The international student insurance is proposed by Japanese Language Co-operation Institute.
Please confirm the document for more details.

※Once the visa status is confirmed, the total amount of fees payable is required to be transferred to the bank account. The transfer service charge occurred will be required.

◇2年目に必要な費用(消費税込) … ￥609,000

(内訳) 2年目設備費・維持費 ￥21,000
2年目学費 ￥567,000
2年目教材費 ￥21,000

※原則として、2年目の授業開始1ヶ月前までに現金での支払い又は当校指定口座に送金して下さい。
送金手数料はご負担下さい。

※進学等により通学期間を短縮する場合、学費は月割り(￥47,250/月)で計算します。

◇Fees required in the second year (tax inc.) … 609,000 yen

(Items) Fees of equipment/the maintenance of the second year …21,000 yen

Tuition fee of the second year …567,000 yen

Teaching material fees of the second year …21,000 yen

※Fees are required to be transferred to the bank account a month before the class starts.

The transfer service charge occurred will be required.

※If the schooling period is shortened due to entering university, the tuition fee would be calculated monthly. (47,250 yen/month)

<クーリング・オフについて>

- ・契約書面(特定商取引法第42条2項書面)を受領した日を含めて8日間は、この契約に際して締結された関連商品の売買契約も含めて、書面により無条件に契約を解除(クーリング・オフ)することができます。
- ・クーリング・オフに関して不実のことを告げられて誤認し、又は威迫され困惑してクーリング・オフをしなかったときは、改めてクーリング・オフできる旨の書面を受領した日を含む8日間を経過するまではクーリング・オフができます。
- ・クーリング・オフの効力は書面を発信したとき(郵便消印日付)から生じます。
- ・クーリング・オフを行使した場合、損害賠償や違約金を支払う必要はなく、また商品の引取りに要する費用を負担する必要もありません。また、役務の提供を受けた場合でも、その対価を支払う必要はありません。また、既に代金の一部を支払われた場合は、速やかにその全額の返還を受けることができます。

<The cooling-off system>

- ・The contract can be cancelled (cooled off) unconditionally within 8 days of receiving the contract.
 - ・Due to being told the untruth and misunderstanding it or being threatened, if the contract were not cancelled during 8-day-cooling-off period, it is also possible to receive a new permit for cooling off before the next 8 days of receiving are over.
 - ・The cooling off shall become effective when the document is posted (postmark date).
 - ・Once the cooling off is used, there is no need to pay compensation for damage, the penalty or transaction expenses. Moreover, even if services are being rendered, there is no need to pay any price.
- Furthermore, if payment has partly been completed already, it is promptly able to be refunded fully.
- ※The cooling off does not apply to the processing fee.

※解約時には入学許可書及び在留資格認定証明書を返却して下さい。

※When cancel the agreement, the Admission Permit and the Certificate of Eligibility must be returned.

<中途解約について>

クーリング・オフ期間経過後においては、以下に定める手続きにより、将来に向かって中途解約を行うことができます。

- ・入国前の場合…違約金15,000円をお支払いいただきます。原則として、入学許可書及び在留資格証明書の返却が確認でき次第、違約金を控除の上返金します。ビザ取得済みの場合は、ビザを取り消したことが証明できるものを提出頂きます。
- ・入国後の場合…解約を希望する月の前月末までに退学願を提出して下さい。解約月の翌月分以降の授業料及び設備費(以下「授業料等」という)を、違約金を控除した上で返金します。違約金として解約月の翌月以降の授業料等残額の20%又は50,000円のいずれか少ない金額をお支払いいただきます。

※保険料の取り扱いについては日本語学校協同組合の資料をご確認下さい。

※中途解約時の返金にかかる送金手数料等はご負担いただきます。

※中途解約の場合、当校は、提供した役務の対価及び当該解除によって通常生ずる損害の額又は契約の締結及び履行のために通常要する費用の額にこれらに対する遅延損害金の額を加算した金額を超える額の金額の支払いを、生徒に対して請求することはできません。

※入学辞退の連絡、退学願は生徒と支弁者の両方の署名をもって提出して下さい。

※入学辞退及び退学の事実は、当校から入国管理局に通知します。

<Mid-term cancellation>

After the cooling off period is over, it is able to take the following procedures below to carry out the mid-term cancellation.

< Outside the country >

- ・Please note that 15,000 yen as penalty is required. Generally, as soon as the Admission Permit and the Certificate of Eligibility are returned, the penalty should be returned after deduction. If the visa has already been granted, the proof that can prove that the visa is successfully cancelled is required to be submitted.

< Inside the country >

- ・Please note that a notice of withdrawal from school must be submitted by a month before the end of the month that the cancellation is carried out. The tuition fee and equipment fee of the following months of the month that cancellation is carried out would be returned after penalty deduction. As penalty, either 20% of the tuition fees remaining of the following months of the month that cancellation is carried out or 50,000 yen, whichever cheaper shall be required to pay.

※Regarding the insurance premium, please go through the document provided by Japanese Language Co-operation Institute.

※The transfer service charge for a refund of the mid-term cancellation occurred will be required.

※Please be advised that students shall not be required to pay more than necessary, except the tuition fee, other procedure fees (eg. fees for making letters and stamp duty etc.) and the interest on the penalty 15,000 yen for delay.

※The contact of admission cancellation and a notice of withdrawal from school require signatures of both a student and sponsor when submit.

※The fact of admission cancellation and withdrawal from school would be notified to the immigration office by the school.

<前受金の保全について>

前受金の保全措置は特に講じておりません。

< Regarding advance received >

We do not take the preservative measure of advance received in particular.

必要書類 Documents Required for Applicants

1) 各証明書は原則として発行日 3 ヶ月以内のものを提出すること。

Each document issued within 3 months must be submitted.

2) 日本語、英語以外の書類は全て日本語訳を添付のこと。

All documents require Japanese translation attached if not written in neither Japanese nor English.

◆申請者に関する書類 Applicants' documents

* 網かけは全国籍共通必要書類。その他には国、地域により異なる。

Shaded documents must be submitted by all nationalities applicants. The rest varies by country.

<input type="checkbox"/>	<p>①A.入学願書(本校所定様式)</p> <p>・Application for Admission form (school formatting)</p> <p>A-1.氏名: 英文欄にはパスポートと同じ表記で記入すること。パスポートを持っていない場合、パスポート情報の欄は「なし」と記入して下さい。 Full name in English must be the same as the one on your passport. If you do not have your passport, please write "None" in the box.</p>
<input type="checkbox"/>	<p>②B.履歴書(本校所定様式)</p> <p>・Personal History (school formatting)</p> <p>B-1.日本への入国歴がある場合は古い順に、日程など正確に記入すること。 If you have been to Japan before, write down the dates accurately in order.</p> <p>B-6.日本語学習歴: JLPT, J-TEST などに参加したことのある場合はそれも記入すること。 Japanese learning history: JLPT, J-TEST etc.</p> <p>B-7.職歴: 現在までに職歴があれば、順に全て記入すること。 Work experience: Fill in the blank if you have work experience in order.</p> <p>学歴または職歴に 6 ヶ月以上の空白期間(軍隊歴、入院歴など)がある方は、その理由及び期間中の行動を職歴欄または別紙に記入すること。 If you have a blank period for over 6 months in education or work experience (due to the army experience, be hospitalized etc.), write down the reason and what you did during the period in the work experience page or a separate paper.</p> <p>B-8.留学理由を、卒業後の進路も含めて具体的に記入すること。 Write down the reason of studying in Japan including what you are planning to do after graduate the school in detail.</p>
<input type="checkbox"/>	<p>③自国最終学歴卒業証書・成績証明書原本</p> <p>The original of the latest certificate and transcript in your country</p> <p>現在、在学中の場合は、このほかに在学証明書と成績証明書も提出すること。卒業証書・成績証明書原本は審査終了後に返却。 If you are in school currently, a certificate of student status and a transcript are required to be submitted. The certificate and the transcript should be returned after completion of examination.</p>
<input type="checkbox"/>	<p>④写真(3×4cm)×6 枚、(3.5×4.5cm)×2 枚</p> <p>Photograph (3X4cm) X 6, (3.5X4.5cm) X 2</p> <p>6 ヶ月以内に撮影した、正面、半身、無帽のもの。裏面に申請者の名前を記入。 Taken within 6 months, including front, upper body, without hats/caps. Write down Applicant's name at the back of the photograph.</p>
<input type="checkbox"/>	<p>⑤パスポートコピー(全ページ)</p> <p>Copy of Passport (All pages)</p>
<input type="checkbox"/>	<p>⑥日本語学習経験、能力を証明する資料</p> <p>Document that proves the Japanese learning experience and skill</p> <p>150 時間以上の自国日本語学習証明書、JLPT の4級相当以上の日本語能力を証明する資料。JLPT, J-Test, NAT-Test, TOP-J 結果、合格証など The certificate that proves your Japanese learning in your country over 150 hours, document that proves your Japanese skill that is equivalent to N4 of JLPT or above. The results or certificate of JLPT, J-Test, NAT-Test, TOP-J.</p> <p>* 中国、モンゴル、ミャンマー、バングラデシュ、ネパール、ベトナム。スリランカ国籍の方は必須 * Students from China, Mongolia, Myanmar, Bangladeshi, Nepal, Vietnam or Sri Lanka are required to submit any of the certificate listed above.</p>
<input type="checkbox"/>	<p>⑦申請者の家族構成を証明する資料(家族証明、出生証明書、戸籍謄本など)</p> <p>Document that proves Applicant's family structure (Family certificate, Birth certificate, Copy of your family register etc.)</p>

◆経費支弁者に関する書類 Sponsor's Documents

* 網かけは全国籍共通必要書類。その他には国、地域により異なる。

Shaded documents must be submitted by all nationalities applicants. The rest varies by country.

<input type="checkbox"/>	⑧C.経費支弁誓約書(本校所定様式) Sponsor Statement of Financial Support (school formatting)
<input type="checkbox"/>	⑨預金残高証明書 Certificate of deposit balance 経費支弁者の名義で発行日が3ヵ月以内のもの。合計金額が300万円以上のもの。 The bank account must belong to the sponsor's and submit the certificate issued within 3 months and the amount in total must be equivalent to 3,000,000 Yen or more.
<input type="checkbox"/>	⑩資金形成過程を明らかにする資料(銀行通帳コピーなど) Document which proves funds establishing process (copy of the bank book etc.)
<input type="checkbox"/>	⑪在職証明書 Certificate of Employment 支弁者が企業等に勤務する者の場合。個人経営の場合は法人登記簿謄本、営業許可証など。 If the sponsor is employed by any company. If the sponsor runs any independent business, Copy of the registration or Business permit is required to be submitted.
<input type="checkbox"/>	⑫収入証明書 Income Certificate 経費支弁者の所得が確認できるもの。過去3年分 The proof of the sponsor's income in the previous 3 years
<input type="checkbox"/>	⑬納税証明書 Certificate of Tax Payment 経費支弁者の納税が確認できるもの。過去3年分。 The proof of the sponsor's tax payment in the previous 3 years.
<input type="checkbox"/>	⑭支弁者の家族構成を立証する資料 Document that proves family structure of the sponsor 戸籍謄本、出生証明書、住民票など、公的機関の証明書 Copy of family register, Birth certificate, Certificate of residence, or Certificate issued by public organization
<input type="checkbox"/>	⑮申請者と経費支弁者の関係証明書 Certificate of the relationship between Applicant and Sponsor 戸籍謄本、出生証明書、住民票など、公的機関の証明書 Copy of family register, Birth certificate, Certificate of residence or Certificate issued by public organization
<input type="checkbox"/>	⑯住民票又は外国人登録源票記載事項証明書(家族全員)Certificate of residence or Certification of information recorded on foreign resident registration file (all family members)

外国からの申請では、必要書類の他に⑫、⑬、⑭が必須。在日外国人、日本人からの申請では、必要書類の他に⑬、⑯が必須。

Applicants apply outside Japan, it is essential to submit ⑫, ⑬ and ⑭ apart from the documents required for applicants. International students or Japanese students apply inside Japan, apart from the documents required for applicants, it is essential to submit ⑬ and ⑯.

【役務提供事業者】

[Service rendering business operator]

中央出版株式会社
愛知県名古屋市名東区一社4丁目165
代表取締役 前田 哲次
CHUOH PUBLISHING CO., Ltd.
4-165 Icha Meitoku Nagoyashi, Aichi Prefecture
CEO Tetsuji Maeda

(連絡先) 日本東京国際学院
東京都新宿区西新宿 8-5-10 グロウビル
窓口：03-3363-2171

(Contact) Japan Tokyo International School
8-5-10 Nishi-Shinjuku, Shinjuku, Tokyo
TEL: 03-3363-2171

A

**日本東京国際学院/JAPAN TOKYO INTERNATIONAL SCHOOL
入学願書/Application for Admission Form**

- 入学するにあたり
- 1.日本東京国際学院の規則を守り学業に専念すること
 - 2.在留資格に沿った活動をする
 - 3.学費、その他学校生活に必要な費用は期日までに納入すること を誓約します。

When I have been admitted to JTIS, I pledge :

- 1.To comply with regulations of JTIS, and apply myself to school.
- 2.Not to engage in activity other than that permitted under the status of residence previously granted.
- 3.To be responsible for the payment of all required fees by the due date.

注意事項

申請者が入学日に連絡なく入学しない場合は入国管理局に退学通知を提出します。

In case you do not attend without any notice on the day of entrance, we will report withdrawal notice to the Immigration office.

注: 署名については申請者が直筆。Note: To be filled out by applicant especially Date and Signature

A-1. 申請者 Applicant.

氏名 Name in Full	(姓)	(名)	(ミドル)	写真 3cm × 4cm				
	(Surname)	(Given Name)	(Middle Name)					
国籍 Nationality		性別 Sex	男 Male 女 Female		年齢 Age			
生年月日 Date of Birth	year 年	month 月	day 日		出生地 Place of Birth			
現住所 Present Address		Phone: Fax:			Email: Mobile:			
旅券番号 Passport No	発行年月日 Date of Issue	year 年	month 月	day 日	有効期限 Date of expiry	year 年	month 月	day 日

A-2. 日本での滞在 Accomodation

<input type="checkbox"/> 1.知人、親戚宅	<input type="checkbox"/> 2.アパート	<input type="checkbox"/> 3.ホームステイ	<input type="checkbox"/> 4.未定	* 2, 3, 4はこちらで探すサポートができます。
<input type="checkbox"/> 1.Home of your friend and relative	<input type="checkbox"/> 2.Apartment	<input type="checkbox"/> Home stay	<input type="checkbox"/> 4.Not decided	*if you choose 2,3 or 4 we will support you.

A-3. 留学期間 Course Period

留学予定期間 Course Period	From	year 年	month 月	to~	year 年	month 月	合計 Length	year 年	month 月
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A-4. 日本在住の親戚、知人 Relatives, Friends in Japan

氏名 Name if Full	関係 Relationship	生年月日 Date of Birth	国籍 Nationality	勤務先・通学先 Place of employment/ school	外国人登録証明書番号 Alien registration certificate number
住所 Address			電話番号 Phone Number	年齢 Age	在留資格 Visa Status

○上記の通り相違ありません。 I hereby declare that the above information to be true and correct.

申込日・Date year month day
年 月 日

署名・Signature

B(1)

日本東京国際学院/JAPAN TOKYO INTERNATIONAL SCHOOL
履歴書/PERSONAL HISTORY

注:署名については申請者が直筆。

Note:To be filled out by applicant especially Date and Signature

国籍/Nationality _____ 生年月日/ Date of Birth / / _____ 性別 Sex Male/ Female _____

氏名/Name in Full _____ 配偶者の有無/Marital Status: 無 ・ 有 / Single ・ Married _____

出生地/Place of Birth _____

B-1.日本への入国歴の有無・ Have you ever traveled to Japan?

有 Yes 入国日・Date of Arrival / / ~ 出国日・Date of Departure / / ビザの種類・Visa Status _____ 目的・Purpose of Stay _____ 無 No

B-2.過去の留学ビザ申請の有無・ Have you applied for a Pre-Colledge/ Student Visa before?

無/No 有/Yes 年/Year: _____ 月期生/Month _____ 学校名/Name of School _____
 交付/Received Visa 不交付/Not Received Visa

その他のビザでの不交付歴: Have you been forced to leave this country by a deportation or departure order?

無/No 有/Yes 年/Year: _____ 月期生/Month _____ ビザ/Visa _____

B-3. 犯罪を理由とする処分を受けた事の有無・Have you ever comitted a crime?

有・Yes 具体的内容・Details: _____ 無・No

B-4.退去強制又は出国命令による出国の有無・Have you departure by deportation or departure order?

有・Yes 回数 回・Time(s) 直近の送還歴・The latest deportaio year 年 month 月 day 日 無・No

B-5. 学歴/Education(初等教育から順次最終学歴まで List from the elementary to the highest education)

学校名称(正式)Name of School	所在地・Location	入学年月日・Enrollment(YY/MM/DD)	卒業年月日・Completion(YY/MM/DD)
1. _____	_____	/ / ~	/ /
2. _____	_____	/ / ~	/ /
3. _____	_____	/ / ~	/ /
4. _____	_____	/ / ~	/ /
5. _____	_____	/ / ~	/ /

B-6.日本語学習歴・Japanese Language Education Experience

学校名称(正式)Name of School	所在地・Location	入学年月日・Enrollment(YY/MM/DD)	卒業年月日・Completion(YY/MM/DD)	総学習時間 Total Hours of Study
1. _____	_____	/ / ~	/ /	時間・hrs
2. _____	_____	/ / ~	/ /	時間・hrs

B-7.職歴・Work Experience

職務先・Name of company	所在地・Location	入社年月・Date Employed(YY/MM)	退職年月・Date of Resignation(YY/MM)
1. _____	_____	/	~ /
2. _____	_____	/	~ /

C

**日本東京国際学院/JAPAN TOKYO INTERNATIONAL SCHOOL
経費支弁誓約書/Sponsor Statement of Financial Support**

*経費支弁者が本人記入のこと *To be filled out by Guarantor

日本国法務大臣殿 To the Japanese Minister of Justice

私、(経費支弁者氏名)() (国籍))は、(申請者国籍) 国人、(申請者名前の)日本国在留中の生活費の経費に関して、下記の通り責任をもって弁済することを誓約致します。なお、在留期間更新申請の際に、送金証明書又は本人名義の預金通帳(送金事実が記載された者)の写しなど支弁事実を明らかにする書類を提出いたします。また、経費支弁者になった経緯は次の通りです。

I,(Name of Guarantor) _____,from(Nationality) _____,hereby pledge to pay living expenses etc, for Mr./Ms. (Name of Applicant) _____ from (Nationality) _____,during this period of his/her stay in Japan. In addition, when the person mentioned above applies for extension of period of stay, I will submit necessary documents, such as copies of remittance certificate and bankbook under my own name(make sure the remittance or transfer history is made and retained)in order to clarify the payment facts. The reasons why I undertake responsibility are as follows;

C-1.申請人と経費支弁者との関係、申請者に経費支弁する理由 The relationship between Applicant and sponsor. The reason for sponsoring

C-2.支弁予定額・The amount of a payment schedule

(1)学費・Tuition Fee	年間・Annually	714,000	円・Japanese Yen
(2)生活費・Living Expenses	毎月・Monthly		円・Japanese Yen
(3)支弁方法・Payment Methods (Please specify how to make payments;e.g. overseas remittance, bank account money transfer etc.)			

C-3.経費支弁者情報 Information of Guarantor

氏名 Name in full	在留期限 Visa, Date of Expiry	*在日の場合 If Guarantor is in Japan year month day 年 月 日	在留資格 Visa Status	*在日の場合 If Guarantor is in Japan
現住所 Present Address Phone: Fax:	E-mial: Mobile:	生年月日 Date of Birth year month day 年 月 日		
勤務先: 会社名 Comnany Name		所属部署 Affiation Department		
会社住所 Company Adress Phone: Fax:		年収額 Annual Income	万円 Ten Thousand Yen	

○上記の通り相違ありません。 I hereby declare that the above information to be true and correct.

作成日・Date year month day

署名(申請者)Signature

A 日本東京国際学院/JAPAN TOKYO INTERNATIONAL SCHOOL
入学願書/Application for Admission Form

- 入学するにあたり 1.日本東京国際学院の規則を守り学業に専念すること
2.在留資格に沿った活動をする事
3.学費、その他学校生活に必要な費用は期日までに納入すること を誓約します。

When I have been admitted to JTIS, I pledge :

- 1.To comply with regulations of JTIS, and apply myself to school.
2.Not to engage in activity other than that permitted under the status of residence previously granted.
3.To be responsible for the payment of all required fees by the due date.

注意事項

申請者が入学日に連絡なく入学しない場合は入国管理局に退学通知を提出します。

In case you do not attend without any notice on the day of entrance, we will report withdrawal notice to the Immigration office.

注:署名については申請者が直筆。Note:To be filled out by applicant especially Date and Signature

Clearly taken within 3 months, including front, upper body, without

A-1. 申請者 Applicant.

氏名 Name in Full	(姓) Smith	(名) Jessica	(ミドル) Maria(If there is)
	(Surname) SMITH	(Given Name) Jessica	(Middle Name) MARIA(If there is)
国籍 Nationality	American		性別 Sex 男 Male 女 Female
生年月日 Date of Birth	19XX year 1 month 2 day	出生地 Place of Birth	年齢 Age 20
現住所 Present Address	11, King Street, Downtown, Los Angeles Phone: 213-12345678 Fax: 213-23456789 Email: nihongo@hotmail.com Mobile: 0405-78-1115		
旅券番号 Passport No	QT0123456	発行年月日 Date of Issue	有効期限 Date of expiry
		20XX year X month X day	20XX year X month X day

写真
Photo
3cm x 4cm

Not only the country, but also write

Write down None or Applied.

A-2.日本での滞在 Accomodation

1.知人、親戚宅 2.アパート 3.ホームステイ 4.未定 * 2, 3, 4はこちらで探すサポートができます。
 1.Home of your friend and relative 2.Apartment Home stay 4.Not decided *if you choose 2,3 or 4 we will support you.

Must choose one.

A-3.留学期間 Course Period

留学予定期間 Course Period	From	20XX year X month	to~	20XX year X month	合計 Length	2 year month
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A-4.日本在住の親戚、知人 Relatives, Friends in Japan

氏名 Name if Full	関係 Relationship	生年月日 Date of Birth	国籍 Nationality	勤務先・通学先 Place of employment/ school	外国人登録証明書番号 Alien registration certificate number
William Smith	Brother	19XX/01/01	American	Tokyo University/Economics	G12345678
住所 Address			電話番号 Phone Number	年齢 Age	在留資格 Visa Status
101 Tokyo Apartment 1-2-3 Shinjuku Shinjuku-ku Tokyo			03-XXXX-XXXX	22	Student

The applicant must sign himself/herself.

○上記の通り相違ありません。I hereby declare that the above information to be true and correct.

申込日・Date 20XX year
X month
X day

署名・Signature

B(1)

日本東京国際学院/JAPAN TOKYO INTERNATIONAL SCHOOL
履歴書/PERSONAL HISTORY

注:署名については申請者が直筆。

Note:To be filled out by applicant especially Date and Signature

国籍/Nationality **American** 生年月日/Date of Birth **19XX / 1 / 2** 性別 Sex Male/ **Female**

氏名/Name in Full **Smith Maria Jessica** 配偶者の有無/Marital Status: **無**・有 / Single・Married

出生地/Place of Birth **America/Los Angeles**

Mark the box if you have any country entry record.

B-1.日本への入国歴の有無・Have you ever traveled to Japan?

<input checked="" type="checkbox"/> 有 Yes	入国日・Date of Arrival / / ~	出国日・Date of Departure / / ~	ビザの種類・Visa Status	目的・Purpose of Stay	<input type="checkbox"/> 無 No
	/ / ~	/ / ~			

Mark the appropriate box.

B-2.過去の留学ビザ申請の有無・Have you applied for a Pre-College/ Student Visa before?

無/No 有/Yes 年/Year: _____ 月期生/Month _____ 学校名/Name of School _____
 交付/Received Visa 不交付/Not Received Visa

その他のビザでの不交付歴・Have you been forced to leave this country by a deportation or departure order?

無/No 有/Yes 年/Year: _____ 月期生/Month _____ ビザ/Visa _____

B-3. 犯罪を理由とする処分を受けた事の有無・Have you ever comitted a crime?

有・Yes 具体的内容・Details: _____ 無・No

B-4.退去強制又は出国命令による出国の有無・Have you departure by deportation or departure order?

有・Yes 回数 _____ 回・Time(s) 直近の送還歴・The latest deportaio _____ year _____ month _____ day _____ 無・No

B-5. 学歴/Education(初等教育から順次最終学歴まで List from the elementary to the highest education)

学校名称(正式)Name of School	所在地・Location	入学年月日・Enrollment(Y/M/DD)	卒業年月日・Completion(Y/M/DD)
1. Sunflower Elementary School	5 JT st, Downtown LA	19XX / 4 / 1 ~	19XX / 7 / 10
2. Jackson Junior High School	7 KY St, Downtown LA	19XX / 4 / 1 ~	20XX / 7 / 3
3. Jackson High School	9 Wolf St, Downtown LA	20XX / 4 / 1 ~	20XX / 7 / 14
4. California University	100 California Rd, CA	20XX / 4 / 1 ~	20XX / 7 / 12

School name, Completion period and Enrollment period must be the same as the dates printed on the certificates. If the completion period is different, the document which has the reason regarding this written should be attached. Also, write down what you did or where you were during a blank period and if the blank period is over one year, attach a separate paper with explanation of the reason.

B-6.日本語学習歴 Japanese Language Education Experience

学校名称(正式)Name of School	所在地・Location	入学年月日・Enrollment(Y/M/DD)	卒業年月日・Completion(Y/M/DD)	総学習時間 Total Hours of Study
1. _____	_____	/ / ~	/ /	時間・hrs
2. _____	_____	/ / ~	/ /	時間・hrs

B-7.職歴・Work Experience

If you have work experience, Certificate of _____

	所在地・Location	入社年月・Date Employed(Y/M)	退職年月・Date of Resignation(Y/M)
1. _____	_____	/ / ~	/ /
2. _____	_____	/ / ~	/ /

The students from the seven countries (Nepal/China/Sri

日本東京国際学院/JAPAN TOKYO INTERNATIONAL SCHOOL
履歴書/PERSONAL HISTORY

注:署名については申請者が直筆。 Note:To be filled out by applicant especially Date and Signature

B-8.留学理由・Reasons for Studying Japanese Overseas

*About studying in Japan, firstly, when you have decided to go to Japan to study Japanese. Secondly, the reason why you want to go to the lang
Thirdly, how you would like to spend your student life while you study at the language school (What your study plan is).
Fourthly, how you would like to use the language (Japanese) after graduating from school.
Write down in detail. If the space on this paper is not enough, you may use a separate paper as you like.
However, do not forget to write down the date and the applicant's signature on the separate paper. If the reason is written in your native langu
it is necessary to attach Japanese or English translation.

Must choose one. If choose 進学 (pursue study in Japan), also write down which university or

B-9.日本語学校を卒業後の進路希望・Plans after graduation from the language school. Choose one of the following plans

- 帰国・Return to home country
- 進学・Pursue study in Japan → University College Others ()
Course of Study: Economy
- その他・Others

B-10.家族情報・Family Structure

続柄 Relationship	氏名 Name in Full	生年月日 Date of Birth	職業 Occupation	現住所 Address
Father	Smith Mike	19XX/X/X	Teacher	11, King Street, Downtown, Los Angeles TEL 213-23456789
Mother	Smith Helen	19XX/X/X	House wife	11, King Street, Downtown, Los Angeles TEL 213-23456789
Brother	Smith William	19XX/X/X	University student	101 Tokyo Apartment 1-2-3 Shinjuku Shinjuku-ku Tokyo TEL 03-XXXX-XXXX
				TEL
				TEL
				TEL

上記の通り相違ありません。I hereby declare that the above information to be true and correct.

Applicant must sign himself/herself. 作成日・Date year month day
署名(申請者)Signature

C 日本東京国際学院/JAPAN TOKYO INTERNATIONAL SCHOOL
 経費支弁誓約書/Sponsor Statement of Financial Support

*経費支弁者が本人記入のこと *To be filled out by Guarantor

日本国法務大臣殿 To the Japanese Minister of Justice

私、 **Mike Smith** (経費支弁者氏名)(**American** (国籍))は、 **American** (申請者国籍) 国人、 **Jessica Smith** (申請者名)の日本国在留中の生活費の経費に関して、下記の通り責任をもって弁済することを誓約致します。なお、在留期間更新申請の際に、送金証明書又は本人名義の預金通帳(送金事実が記載された者)の写しなど支弁事実を明らかにする書類を提出いたします。また、経費支弁者になった経緯は次の通りです。

I, (Name of Guarantor) Mike Smith, from (Nationality) American, hereby pledge to pay living expenses etc, for Mr./Ms. (Name of Applicant) Jessica Smith from (Nationality) American, during this period of his/her stay in Japan. In addition, when the person mentioned above applies for extension of period of stay, I will submit necessary documents, such as copies of remittance certificate and bankbook under my own name (make sure the remittance or transfer history is made and retained) in order to clarify the payment facts. The reasons why I undertake responsibility are as follows;

C-1. 申請人と経費支弁者との関係、申請者に経費支弁する理由 The relationship between Applicant and sponsor. The reason for sponsoring

Blank space for C-1, circled in red.

Write down in detail. If the space is not enough, use a separate paper. Signature is

C-2. 支弁予定額・The amount of a payment schedule

(1) 学費・Tuition Fee	60,000 yen/per month, based on the certificate of	年間・Annually	714,000	円・Japanese Yen
(2) 生活費・Living Expenses		毎月・Monthly		円・Japanese Yen
(3) 支弁方法・Payment Methods (Please specify how to make payments; e.g. overseas remittance, bank account money transfer etc.)				

If the student brings the money when he/she enters Japan or if the sponsor makes a remittance regularly, write down clearly how much each time. Also, if asking someone to bring the money over, write down who (the person's name) and when to bring the money to Japan

C-3. 経費支弁者情報 Information of Guarantor

Fill in the blanks carefully.		Mike Smith		*在日の場合 If Guarantor is in Japan		*在日の場合 If Guarantor is in Japan	
Name in full		在留期限 Visa, Date of Expiry		year month day 年 月 日		在留資格 Visa Status	
現住所 Present Address		11, King Street, Downtown, Los Angeles		生年月日 Date of Birth		19XX year X month X day	
Phone: 213-12345678		E-mail:		Fax: 213-23456789		Mobile:	
勤務先: 会社名 Company Name		California High School		所属部署 Affiliation Department		Mathematics teacher	
会社住所 Company Address		179, George Street, Los Angeles		年収額 Annual Income		300 万円 Ten Thousand Yen	
Phone: 213-XXXXXXX		Fax: 213-XXXXXXX					

○上記の通り相違ありません。I hereby declare that the above information to be true and correct.

Write down the department and the

作成日 Date year month day

Applicant must sign himself/herself.

署名(申請者) Signature