FOR ADMISSION IN APRIL AND OCTOBER 2020

Application Guidelines

IRIS Japanese Language School

3rd Floor Daiko Annex Building

2-34 Chuo, Komaki, Aichi, 485-0029

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I Course

Course	Duration
General Japanese Language Course	2 Years

II Requirement for Admission

Applicants who meet all the following criteria may apply for the course.

- ① Those who have completed high school education or those who have academic ability equal to high school graduates.
- ② Those who have completed 12 years or more of formal school education or those who have equivalent academic qualifications.
- 3 Those whose Japanese level is equal to or higher than JLPT N5 or those who have been recognized by the school as having equivalent ability.
- (4) Those who are able to pay their school and living expenses while studying in the school.
- (5) Those who are honest and diligent, and have the desire to study.

III Application Documents

◆ Instructions

- ① Application documents must be filled in by the applicant and financial sponsor and there must be no omissions.
- ② Application documents should be submitted according to our instruction if there is a shortage or an error
- ③ If any false entry was found, the application cannot be accepted. And if false entry was found after the acceptance of application, the school might rescind the decision of acceptance.
- 4 All documents written in languages other than Japanese or English must be submitted with Japanese or English translation.
- (5) Application documents might differ depending on nationalities.
- 6 Additional documents might be required if necessary.

◆ Documents concerning Applicant

Documents Points of Attention		Points of Attention	
1	Application for Admission	【Prescribed Form】 To be filled in by applicant.	
2	Personal Records	【Prescribed Form】 To be filled in by applicant.	
	Original Diploma of Final		
3	Education	[Original] Please refer to Note 2.	
	(or Certificate of Expected Graduation)		
4	Academic Transcript of Final Education	[Original] Please refer to Note 2.	
	Student Registration Certificate	[Original] Record of all academic year is required Please refer to Note 2.	
(5)	and Academic Transcript		
	(If the applicant is in school.)		
	Document to certify Japanese ability	Please submit one of the following documents.	
6	(Document to certify study of Japanese)	(1) Japanese-Language Proficiency Test	

		Certificate of Result and Scores	
		(2) NAT-TEST Score Report and Certificate of	
		Proficiency	
		(3) J-TEST Certificate of Japanese Ability and	
		Score Report	
		(4) Original Certificate issued by Japanese	
		Language Institution	
		Applicants are strongly recommended to submit	
		(1)	
		or (2).	
		Please refer to Note 1.	
		Only passport holders. Please copy the pages that	
(7)	Copy of Passport	shows face photo, date of birth, expiration date,	
	copy of Lassport	travel history.	
		Photos taken by digital camera and mobile phone	
8	8 Photos (4cm × 3cm)	3cm)	
9	Certificate of Employment	cannot be accepted.	
		Only those who are working in home countries.	
10	Letter of Guarantee	[Prescribed Form] To be filled in by guarantor.	
(1)	Written Pledge	【Prescribed Form】 To be filled in by applicant.	
12	Written Pledge about Dormitory	【Prescribed Form】 To be filled in by applicant.	
Note 1	We strongly recommend submitting certificates and score reports of JLPT and NAT-TEST.		
	In principle applicants are requested to submit a copy of certificate of JLPT N5 or NAT-TEST Level 5.		
	The original shall be returned to the applicant after the examination by Immigration Bureau.		
Note 2	2 If the applicant is still in university or on a temporary leave from university, please submit the registra		
	certificate of university and the diploma of high		
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◆ Documents concerning Sponsor

Required documents differ depending on who pay.

1.	If applicant pays himself / herself		
1	Bank Certificate of Applicant's Account	[Original]	
2	Certificate of Employment	[Original]	
(2)	Certificate of Income and Amount of Tax	[0::.:1]	
3	Paid (for the past 3 years)	[Original]	
	Documents to show the process of asset	e.g. A copy of bankbook	
4)	formation		
5	Explanation of Funds Formation Process	【Prescribed Form】 To be filled in by applicant.	

2.	If applicant's parent(s) or relative living outside Japan pays	
1)	Document of Financial Sponsorship	【Prescribed Form】 To be filled in by sponsor.
2	Bank Certificate of Sponsor's Account	[Original]
	• Certificate of Employment (for a company	
3	employee)	Documents to show the length of work
	· A copy of Corporation Registry etc. (for a	

	company officer)		
	· A copy of Business License Certificate		
	etc. (for a self-employed worker)		
(4)	Certificate of Income and Amount of Tax	[Original]	
4)	Paid (for the past 3 years)	[Original]	
(5)	Documents to certify the relationship	Coult Court of Polation Birdle Coult Court	
(3)	between the applicant and sponsor	Certificate of Relations, Birth Certificate etc.	
6	Copy of Sponsor's ID Card	A copy of passport is acceptable.	
(P)	Documents to show the process of asset	A	
7	formation	e.g. A copy of bankbook	
8	Explanation of Funds Formation Process	【Prescribed Form】 To be filled in by sponsor.	

3.	If applicant's parent(s) or relative living in Japan pays		
1	Document of Financial Sponsorship	【Prescribed Form】 To be filled in by sponsor	
2	Bank Certificate of Sponsor's Account	[Original]	
3	 Certificate of Employment (for a company employee) A copy of Corporation Registry etc. (for a company officer) A copy of Business License Certificate 	Documents to show the length of work	
	etc. (for a self-employed worker)		
4	Certificate of Income and Amount of Tax Paid (for the past 3 years)	[Original]	
(5)	Documents to certify the relationship between the applicant and sponsor	Certificate of Relations, Birth Certificate etc.	
6	Residence Certificate or Certificate of Registered Matters	For all household members	
7	Copy of Passport & Residence Card	Only non-Japanese	
8	Seal Registration Certificate	The registered seal must be stamped on the document.	
9	Documents to show the process of asset formation	e.g. A copy of bankbook	
10	Explanation of Funds Formation Process	【Prescribed Form】 To be filled in by sponsor.	

IV From Application to Arriving in Japan

◆ Schedule

	Admission in Apr 2020	Admission in Oct 2020
(1) Deadline of Application	31 October 2019	30 April 2020
(2) Submitting Application Documents to Immigration Bureau	About 3 December 2019	About 17 June 2020
(3) Issuance of 'Certificate of Eligibility'	About 21 February 2020	About 24 August 2020
(4) Payment Due of Tuition and Dormitory Fees	About 5 March 2020	About 5 September 2020
(5) Applying for Visa	About 10 March 2020	About 10 September 2020

(6) Issuance of Visa	About 26 March 2020	About 25 September 2020
(7) Arriving in Japan	April 2020	October 2019

◆ Flow: From Application to Enrollment

Language School

STEP1 Submission of Application Documents Payment of Screening Fee	Please make sure to send all required documents for application to Iris Japanese Language School and pay the screening fee to our bank account by the deadline.		
STEP 2 Screening Application Documents (by school)	After receiving your documents, we examine them and decide acceptance or rejection. We issue 'Admission Permit' for successful applicants and send forward the documents to the Immigration Bureau.		
STEP 3 Examining Documents (by Immigration Bureau) Issue of 'Certificate of Eligibility'	After examining the documents, the Immigration Bureau issue a 'Certificate of Eligibility.'		
STEP 4 Payment of Tuition Fee Sending Documents to Applicants	We inform the applicants of the results. The successful applicants (or agents) are expected to pay the entrance fees and tuition fees (including other charges) to our bank account. On receipt of payment we send 'Certificate of Eligibility', 'Admission Permit', And a schedule for new students to the successful applicants.'		
STEP 5 Application for Visa Issue of Visa Application for Students Dormitory Arrangement of Air Ticket	If you need to be picked up at the airport, or need school accommodation, please fill in the form and send by fax as soon as possible. When you have acquired a visa from Japanese Embassy in your country and booked a flight to Japan, please inform us of your arrival date in Japan. You are strongly advised to arrive in Japan on our designated day.		
STEP 6 Coming to Japan	A member of our staff meets you at the airport if you wish.		
STEP 7 Enrollment in Iris Japanese Language School	Orientation, Course starts!		

V Tuition and Fees

ITEMS	First Year	Second Year (Spring Term)	Second Year (Autumn Term)
Examination Fee	¥20,000		
Entrance Fee	¥51,500		
Tuition Fee	¥615,000	¥307,500	¥307,500
Facility Fee	¥15,000	¥7,500	¥7,500
Others	¥51,000	¥51,000	-
TOTAL	¥752,500	¥366,000	¥315,500

◆ Notes

- $\mbox{\%}$ 'Others' includes fees for textbooks, extracurricular activities and insurance.
- The examination fee, ¥20,000 shall be paid at the time of filing application.
- * The examination fee shall not be returned for whatever reasons, whether you pass or fail.
- X In addition to the fees above, we might charge you for some school events.
- * These fees are effective for admissions in April and October 2020. The fees might be changed from April 2021 on.
- You are required to pay for the National Health Insurance (approx. ¥15,000).

VI How to Pay

The examination fee and tuition fee shall be paid into the following account.

The Bank of NAGOYA Ltd Komaki-Ekimae Branch

Address : 2-40 Chuo, Komaki, Aichi, 485-0029, JAPAN

 $\begin{array}{lll} \text{Tel} & : (+81) \ 568 \cdot 71 - 5333 \\ \text{Type of Account} & : \text{Savings Account} \\ \text{Account Number} & : 290 \cdot 3216555 \\ \text{Account Name} & : \text{NISSEI INC.} \\ \text{Swift Code} & : \text{NAGOJPJN} \\ \end{array}$

VII Dormitory Fee

Those who wish to live in the school dormitory are required to pay the following fees.

Deposit ※	Room Fee (For 6 months. Water, electricity	Total
¥20,000	and gas charges are not included. ¥90,000	¥110,000

^{*}The deposit shall be refunded after deducting the repair cost, cleaning expense, supplies expense when you leave the dormitory.

^{*}In principle, the students are required to enter a dorm during the period of attendance at school.

^{*}Depend on the dormitory which they live, the students have to pay internet fee add on.

WII Enquiry and Application

<Admission Office, IRIS Japanese Language School>
3rd Floor Daiko Annex Bld., 234 Chuo, Komaki, Aichi 485-0029, JAPAN

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