

FOR ADMISSION IN APRIL AND OCTOBER 2020

# Application Guidelines

**IRIS Japanese Language School**

3<sup>rd</sup> Floor Daiko Annex Building

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

**T E L** +81-568-71-7888

**F A X** +81-568-71-7889

## I Course

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Course	Duration
General Japanese Language Course	2 Years

## II Requirement for Admission

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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

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

		<p>Certificate of Result and Scores</p> <p>(2) NAT-TEST Score Report and Certificate of Proficiency</p> <p>(3) J-TEST Certificate of Japanese Ability and Score Report</p> <p>(4) Original Certificate issued by Japanese Language Institution</p> <p>Applicants are strongly recommended to submit (1) or (2).</p> <p>Please refer to Note 1.</p>
⑦	Copy of Passport	Only passport holders. Please copy the pages that shows face photo, date of birth, expiration date, travel history.
⑧	8 Photos (4cm × 3cm)	Photos taken by digital camera and mobile phone cannot be accepted.
⑨	Certificate of Employment	Only those who are working in home countries.
⑩	Letter of Guarantee	【Prescribed Form】 To be filled in by guarantor.
⑪	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	<p>We strongly recommend submitting certificates and score reports of JLPT and NAT-TEST.</p> <p>In principle applicants are requested to submit a copy of certificate of JLPT N5 or NAT-TEST Level 5.</p>	
Note 2	<p>The original shall be returned to the applicant after the examination by Immigration Bureau.</p> <p>If the applicant is still in university or on a temporary leave from university, please submit the registration certificate of university and the diploma of high school.</p>	

◆ Documents concerning Sponsor

Required documents differ depending on who pay.

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

<b>2. If applicant's parent(s) or relative living outside Japan pays</b>		
①	Document of Financial Sponsorship	【Prescribed Form】 To be filled in by sponsor.
②	Bank Certificate of Sponsor's Account	【Original】
③	<ul style="list-style-type: none"> <li>• Certificate of Employment (for a company employee)</li> <li>• A copy of Corporation Registry etc. (for a</li> </ul>	Documents to show the length of work

	company officer) • A copy of Business License Certificate 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	Copy of Sponsor's ID Card	A copy of passport is acceptable.
⑦	Documents to show the process of asset formation	e.g. A copy of bankbook
⑧	Explanation of Funds Formation Process	【Prescribed Form】 To be filled in by sponsor.

<b>3. If applicant's parent(s) or relative living in Japan pays</b>		
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 etc. (for a self-employed worker)	Documents to show the length of work
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.

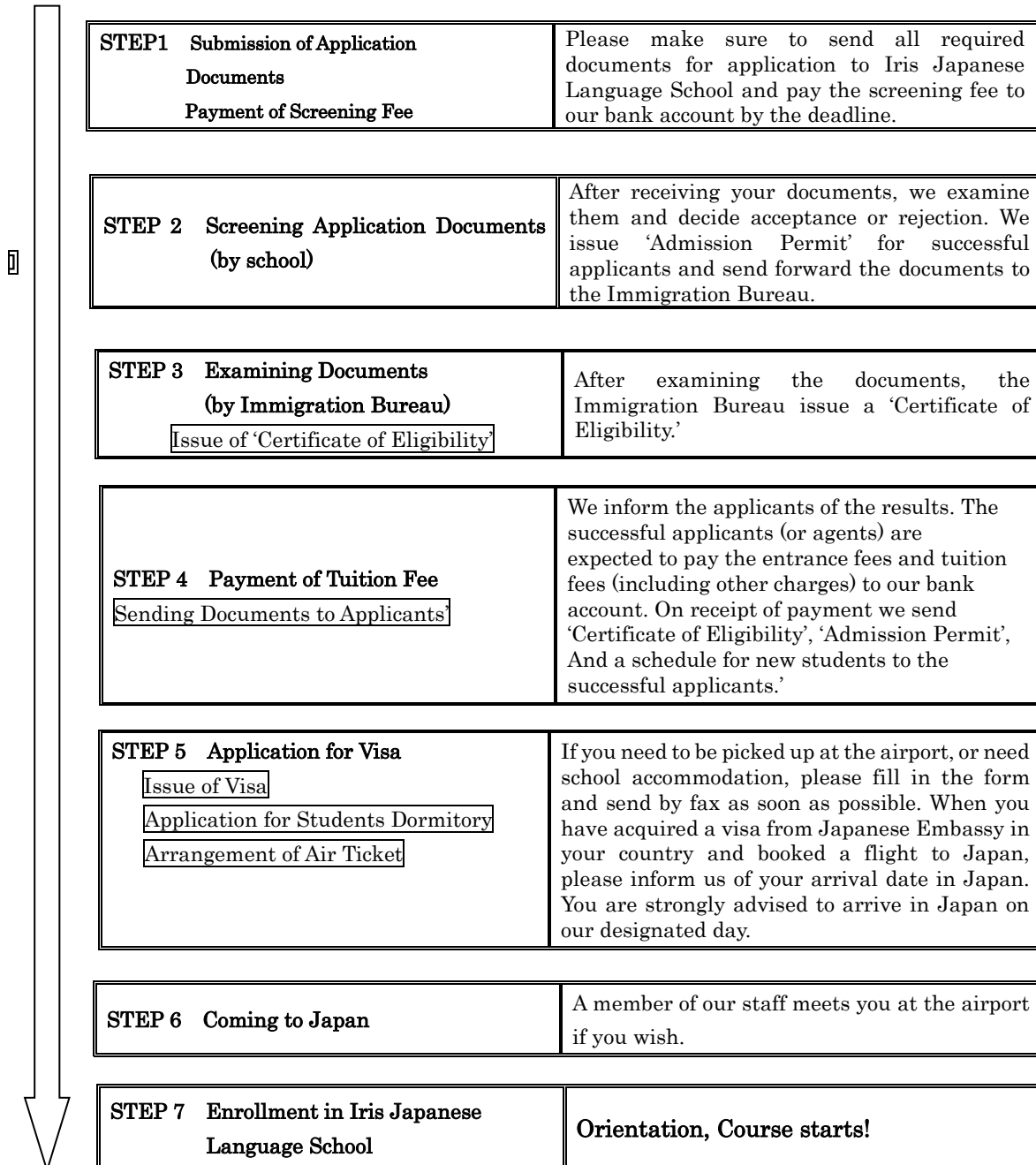
#### **IV From Application to Arriving in Japan**

##### ◆ 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



## 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

- ※ '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.
- ※ 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  
 Tel                               : (+81) 568 - 71 - 5333  
 Type of Account           : Savings Account  
 Account Number           : 290-3216555  
 Account Name              : NISSEI INC.  
 Swift Code                  : NAGOJPJN

## 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 and gas charges are not included.)	Total
¥20,000	¥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.

## **VIII Enquiry and Application**

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<Admission Office, IRIS Japanese Language School>

3<sup>rd</sup> Floor Daiko Annex Bld., 234 Chuo, Komaki, Aichi 485-0029, JAPAN

TEL : +81 - 568 71 7888      FAX: +81 - 568 71 7889

E-mail: [info@irisjapan.co.jp](mailto:info@irisjapan.co.jp)