

	No.	用意する書類 Documents to be prepared	当校保管および入国管理局提出 Immigration submitted and school storing	備 考 Remarks
当校で各書類を基に作成 Us to create this document	1	在留認定証明申請書 Visa certification certificate application form	在留認定証明申請 Visa application	
当校書式使用 Use the format of us	2	入学願書 Application for Admission	当校保管および入国管理局提出 Immigration submitted and school storing	自筆サイン必須 Autographic sign is required
	3	履歴書 personal history	当校保管および入国管理局提出 Immigration Bureau submitted and school storing	自筆サイン必須 Autographic sign is required
	4	就学理由書 Purpose of studying in Japan	当校保管および入国管理局提出 Immigration Bureau submitted and school storing	自筆サイン必須 Autographic sign is required
	5	健康状態申告書及び真偽確認書 Health declaration form and authenticity relations report	当校保管および入国管理局提出 Immigration Bureau submitted and school storing	
	6	経費支弁書 Sponsor Certificate	当校保管および入国管理局提出 Immigration Bureau submitted and school storing	経費支弁者のサイン必須 Is mandatory sign of sponsor own handwriting
	申請者本人証明 ( 公的機関発行のもの ) Proof that the applicant is a person It must be of public institutions issues	7	写 真 photographic portrait	当校保管および入国管理局提出 Immigration Bureau submitted and school storing
8		パスポート写し A copy of the passport	当校保管および入国管理局提出 Immigration Bureau submitted and school storing	※3パスポート所持者は添付 Passport holders are required
9		身分証明書写し A copy of the identity card	当校保管および入国管理局提出 Immigration Bureau submitted and school storing	
10		出生証明書 Birth certificate	当校保管および入国管理局提出 Immigration Bureau submitted and school storing	
	11	学業成績書 Academic transcripts	当校保管および入国管理局提出 Immigration Bureau submitted and school storing	最終学歴の成績証明 Academic transcripts of Education

現地学校証明関係 School of local country to prove	12	卒業証書 Graduate certificate	当校保管および入国管理局提出 Immigration Bureau submitted and school storing	※1 大学院、大学、高校卒業 Original diploma graduate school, university, and high school
	13	在学証明書 School enrollment certificate	当校保管および入国管理局提出 Immigration Bureau submitted and school storing	大学院、大学に在学中の場合添付 Necessary attachments. Graduate enrollment and college enrollment
日本語学習証明及び日本語資格 Japanese ability and proof of Japanese learning	14	日本語学習証明 Japanese learning proof	当校保管および入国管理局提出 Immigration Bureau submitted and school storing	※2 日本語学校での就学期間及び時間 Time and learning period on the Japanese school
	15	日本語能力試験結果 Japanese Language Proficiency Test Results	当校保管および入国管理局提出 Immigration Bureau submitted and school storing	NAT、BJT 日本語能力試験 ( Japanese Language Proficiency Test )
経費支弁者証明 Sponsor prove	16	親族関係公証書 Kinship notarized statement	当校保管および入国管理局提出 Immigration Bureau submitted and school storing	支弁者と申請人の関係立証書類 Relationship proof documents of the applicant and the sponsor
	17	戸籍証明書 Family register notarized statement	当校保管および入国管理局提出 Immigration Bureau submitted and school storing	親子関係証明書 In the case of parent and child of the applicant and the sponsor, relationship proof documents
	18	支弁者家族全員戸籍 Sponsor family family register notarized statement	当校保管および入国管理局提出 Immigration Bureau submitted and school storing	
	19	預金残高証明書 Certificate of deposit balance	当校保管および入国管理局提出 Immigration Bureau submitted and school storing	銀行発行のもの bank issued
	20	預金通帳の写し Bankbooks copy	当校保管および入国管理局提出 Immigration Bureau submitted and school storing	過去3年分 The past three years
21	支弁在職証明書 Tenure proof of sponsor	当校保管および入国管理局提出 Immigration Bureau submitted and school storing	勤務者の場合 Sponsor is the case of workers	

	22	法人登記簿謄本 A copy of the corporate registration certificate	当校保管および入国管理局提出 Immigration Bureau submitted and school storing	会社経営及び企業役員の場合 If sponsor company executive, the company management
	23	営業許可書 Business license	当校保管および入国管理局提出 Immigration Bureau submitted and school storing	自営の場合 Sponsor is the case of self-employed
	24	支弁者収入証明書 Income verification of sponsor	当校保管および入国管理局提出 Immigration Bureau submitted and school storing	過去3年分 The past three years
	25	納税証明書 Tax certificate of sponsor	当校保管および入国管理局提出 Immigration Bureau submitted and school storing	

※1 原本を用意してください。審査終了後返還します。( Diplomasubmit original.Original diploma to return after the end of examination )

※2 書式見本 For example, until May 31, 2014 from January 1, 2014 And 240 hours

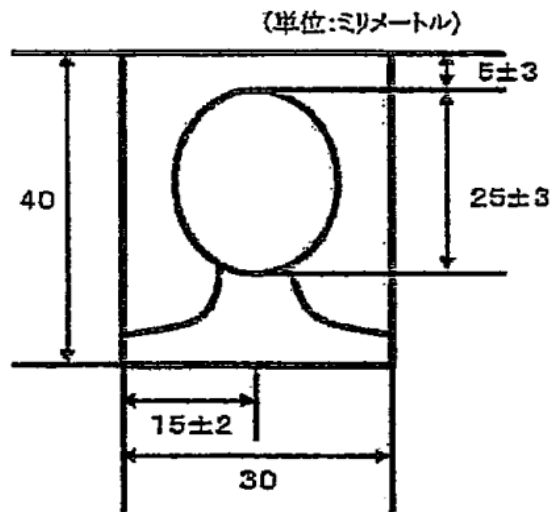
※3 パスポートを所持してない人は不要 ( Passport of non-holders unnecessary )

# Standard of photo

Unit of length in millimeters

写真は最低4枚必要です。Photos need four or more

## 【写真の規格】



## 注意事項

留学希望者が学校卒業後、  
就職し、職業を経験している場合、  
その詳細を履歴書に書き込み  
就業証明書を添付してください

## important points

If the school prospective students had held  
the profession after graduating from school、

You must also attach a detailed  
occupational history

The written employment history in resume, it  
also comes with a employment certificate





