

Tokyo Japanese Language Education Center

UNIVERSITY PREPARATORY COURSE GRADUATE SCHOOL PREPARATORY COURSE

One (1) Year: April, 2024
One and a half (1.5) Year: October, 2024

GUIDELINES FOR APPLICANTS

QUALIFICATIONS REQUIRED

An applicant must be a foreign national, who does not have Japanese nationality but does have 12 years (high school graduation equivalent education) or more educational background in foreign countries other than Japan. An applicant has to have intentions to carry on his/her study at university or graduate school in Japan after studying Japanese at the center.

APPLICATION DEADLINES

Enrolment time	Duration	Numbers(Capacity)	Application Period
Apr. 2024	One (1) year	University Preparatory 120 Graduate School Preparatory 60	Sep. 1, 2023 - Nov. 30, 2023
Oct. 2024	One and a half (1.5) year	University Preparatory 60 Graduate School Preparatory 40	Mar. 1, 2024 - May. 31, 2024

- *Curriculums and subjects are different from “University Preparatory Course” and “Graduate School Preparatory Course” because of each requirement.
- *Application period may be extended. Please contact us for updated.

HOW TO APPLY

On behalf of the applicant, a Contact Person (CP) will directly post mail all the required documents to the Student Affairs Division at the center, after getting our confirmation on the application.

*Please inform us if you couldn't find any CP in Japan, as we would accept the application without CP under the certain condition.

DOCUMENTS REQUIRED

Please refer to the List of Application Documents and Details. Application form and relevant documents should be brought to the following school office by the contact person.

Japan Student Services Organization – Tokyo Japanese Language Education Center
 Student Affairs Division
 3-22-7 Kitashinjuku, Shinjuku-ku, Tokyo, 169-0074, Japan
 Phone +81-3-3371-7267 Fax +81-3-5337-6693 Email info-tjlec@jasso.go.jp
 Office hours: 9 AM - 12 Noon, 1 PM - 5 PM on weekdays
 Website <https://www.jasso.go.jp/en/ryugaku/jlec/tjlec/index.html>

APPLICATION FEE

Once we accept your application, we will ask you to settle application fee of JPY20,000 to the designated bank account. (Please burden bank transfer fee at your expense.)

APPLICANT SCREENING

The school committee will screen the documents and decide admissions.

*Interviews may be conducted if necessary.

ADMISSION RESULT NOTICE & CERTIFICATE

When you secure our admission, the Admission Certificate will be sent to you.

One (1) year course starts from April, 2024

The result will be sent to applicant after the beginning of December, 2023

One and a half (1.5) year course starts from October, 2024

The result will be sent to applicant after the beginning of June, 2024

STUDENT VISA

For obtaining student visa, you need the Certificate of Eligibility (COE; the eligibility necessary for obtaining student visa) from the Tokyo Regional Immigration Bureau. We (TJLEC), as your proxy, will begin to process your eligibility application for the Immigration. When you are granted with eligibility, we will notify it and send the COE directly to you (or through your PC, if you have). With the COE, you will apply for the student visa at your local Japanese Embassy or Consulate General of Japan.

SCHOOL EXPENSES

School Expenses should be settled at once into our designated bank account before the above mentioned procedures.

*We don't accept payment by cash, check or credit, and by installments.

*All the bank charges and transfer fees shall be borne by the applicant.

*Please kindly note that some expenses will be changed because of the consumption tax revision and/or some other special reasons.

【FYI: School Expenses as of March, 2024】

(Unit: JPY)

	One (1) year course starts in Apr.	One and a half (1.5) years course starts in Oct.
Entrance Fee	80,000	100,000
Tuition Fee	625,000	930,000
Teaching Materials	36,667	47,137
Extra Activities	24,200	29,700
Maintenance Fee	57,000	85,500
<u>Total</u>	<u>822,867</u>	<u>1,192,337</u>

ADMISSION PROCEDURES

After getting your visa and fixing the date of your coming to Japan, please settle the School Expenses (see the page below) by the day we designated. With (a) the bank receipt, (b) admission certificate, (c) your passport and (d) resident card you will receive at the airport, please come to the school for registration accompanied with a defrayer or a contact person, if any. The details of procedures will be informed to you along with the admission notice.

PROCEDURES DEADLINES (Tentative)

April 2024 Entrance, One (1) year course: around the end of March, 2024

Oct. 2024 Entrance, One and a half (1.5) years course: around the end of Sep. 2024

NOTE -Application guidelines and fees are subject to change without notice.
-Once payment is transferred to our center's bank account, refund is basically unacceptable.

Japan Student Services Organization –Tokyo Japanese Language Education Center
(URL) <https://www.jasso.go.jp/en/ryugaku/jlec/tjlec/index.html>
(Email) info-tjlec@jasso.go.jp