

Tokyo Japanese Language Education Center

UNIVERSITY AND GRADUATE SCHOOL PREPARATORY COURSE

{ APRIL COURSE, 2020: ONE (1) YEAR
 OCTOBER COURSE, 2020: ONE AND A HALF (1.5) YEARS }

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

Course	Duration	Application Period
Apr. Course, 2020	One (1) year	Aug. 19, 2019 - Oct.18, 2019
Oct. Course, 2020	One and a half (1.5) years	Feb. 17, 2020 - Apr.17, 2020

*Application period may be extended. Please contact us for updated.

HOW TO APPLY

A contact person (CP) will directly submit the documents to the School office, Koumu, at the center.

*CP will be a coordinator among the applicant, his/her parents and the center from the application till the graduation. CP must be over 18 years old, regardless of nationality, needs to be able to communicate in Japanese and lives in Japan for most of the time.

*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
 School office (Koumu)
 3-22-7 Kitashinjuku, Shinjuku-ku, Tokyo, 169-0074, Japan
 Phone +81-3-3371-7267 Fax +81-3-5337-6693 Email koumu@jasso.go.jp
 Office hours: 9 AM - 12 AM, 1 PM - 5:00 PM (JST) on weekdays
 Website http://www.jasso.go.jp/ryugaku/study_j/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.

ADMISSION RESULT NOTICE & CERTIFICATE

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

One (1) year course starts from April, 2020
The result will be sent to applicant at the end of November, 2019
One and a half (1.5) years course starts from October, 2020
The result will be sent to applicant at the end of May, 2020

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.

ADMISSION PROCEDURES

Soon after getting your visa and fixing the date of your coming to Japan, please settle the School Expenses (see the page below). 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 2020 Entrance, One (1) year course: around the end of March, 2020
Oct. 2020 Entrance, One and a half (1.5) years course: around the end of Sep. 2020

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 August, 2019】

(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	36,000	46,280
Extra Activities	23,760	29,160
Maintenance Fee	35,000	52,500
<u>Total</u>	<u>799,760</u>	<u>1,157,940</u>

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
http://www.jasso.go.jp/ryugaku/study_j/jlec/tjlec/index.html
Email koumu@jasso.go.jp