

The documents to be prepared differ depending on the country.

First, please check if the applicant's country name is in the list on the next page.

If there is→ Go to the row of "listed country"

If not→Go to the row of "others"

	No	Documents Name	○ is required ones	
			Others	listed countries
Student Documents	1	Passport picture (Paspport holder)	○	○
	2	2 ID photos (3cm x 4cm)	○ Original	○ Digital photo
	3	Application form (Our school format)	○	○
	4	Final certificate of completion of education	○ Original	○
	5	Japanese proficiency cetificate (① or ②)		
		①Pass certificate for JLPT, NAT test and so on	○ Original	
	②The study certificate issued by the Japanese Language Center ※Certificate for ②, Study period, Attendance rate, Course content, Course name, Target completion level, Name of book must be listed.	○ Original		
Sponsor Documents	1	financial commitment form (our school format)	○ Original	○
	2	Documents which can prove relationship between Sponsor and applicant (Birth Certificate, Related Certificate, ETC.)	○	
	3	Deposit balance certificate	○ Original	
	4	Certificate of employment	○	○
	5	Withdrawal details for the last one year (all listed)	○ Original	
	6	Certificate of annual income for the last one year	○ Original	○
Ex trainee	1	Passport. stamp history by the immigration	○	○
	2	Resume when applied as an former trainess	○	○
	3	Certificate of completion of former trainess (issued by the Company) if less than 3years of former trainess	○	○
	4	Certificate of completion of former trainess (issued by JITCO/ issued by Organization)	○	○
	5	Certificate of Employment after returning to your country. (Clarified the skills that acquired in the training when conveyed to the Company)	○ Original	○ Original

NOTICE : For documents that UNWRITTEN "ORIGINAL" please send us a SCAN FILE.

Asia (13 Countries • Region)

Korea, Cyprus, Saudi Arabia, Singapore, Thailand, Taiwan, China, Hongkong, Macau  
Turkey, Brunei, Malaysia, Maldives

Pacific Ocean • Oceania (9 Countries. Region)

Australia, Samoa, Tuvalu, Tonga, Nauru, New Zealand, Palau, Fiji, Marshall islands

North America (2 Countries • Region)

America, Canada

Central and South America (28 Countries • Region)

Argentina, Antigua Barbuda, Uruguay, Ecuador, Guyana, Cuba, Guatemala, Grenada,  
Costa Rica, Columbia, Jamaica, Suriname, Saint Kitts and Nevis, Saint Vincent and the  
Grenadines, St. Lucia, Chile, Dominica, Dominican Republic, Trinidad Tobago, Panama,  
Bahamas, Paraguay, Barbados, Brazil, Venezuela, Belize, Peru, Mexico

Europe (47 Countries • Region)

Iceland, Ireland, Azerbaijan, Albania, Armenia, Andorra, United Kingdom, Italy,  
Estonia, Austria, Netherlands, Kazakhstan, North Macedonia, Greece, Croatia, Kosovo  
San Marino, Georgia, Switzerland, Sweden, Spain, Slovakia, Slovenia, Serbia, Czechia  
Denmark, Germany, Turkmenistan, Norway, Hungary, Finland, France, Bulgaria, Belarus  
Belgium, Poland, Bosnia Herzegovina, Portugal, Malta, Monaco, Montenegro, Latvia  
Lithuania, Liechtenstein, Romania, Luxembourg, Russian

Middle East (10 Countries • Region)

United Arab Emirates, Israel, Iraq, Iran, Oman, Qatar, Kuwait, Bahrain, Jordan,  
Lebanon

Africa (9 Countries • Region)

Algeria, Gabon, Seychelles, Equatorial Guinea, Namibia, Botswana, South Africa,  
Mauritius, Libya