

2021

TOKAI UNIVERSITY

東海大学

Application Guide

入学試験要項

**JAPANESE LANGUAGE COURSE FOR
INTERNATIONAL STUDENTS
(SPRING/FALL)**

(2021 SPRING ADMISSION/2021 FALL ADMISSION)

別科日本語研修課程選抜
(春学期／秋学期)
(2021年4月／2021年10月入学志願者対象)



TOKAI UNIVERSITY

OASIS (Office of Admission Services for International Students)

東海大学 国際教育センター事務室 留学生入試係

Telephone 0463-58-1211 (Ext. 2320)

Facsimile 0463-50-2479

E-mail oasis@tsc.u-tokai.ac.jp

4-1-1, Kitakaname, Hiratsuka-shi, Kanagawa 259-1292 JAPAN

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**Japanese Language Course
for International Students is located at**

**TOKAI UNIVERSITY
SHONAN CAMPUS**

4-1-1 KITAKANAME, HIRATSUKA-SHI
KANAGAWA, 259-1292 JAPAN
(tel. +81-463-58-1211)

WELCOME TO TOKAI UNIVERSITY

Since Tokai University was founded in 1942, it has continued to provide a comprehensive education based upon the founding philosophy of educating its students as individuals who are better fit to serve leading roles in an international society. Tokai University has 31 courses in 17 graduate schools and 75 departments/courses in 19 undergraduate schools. The Tokai University Educational System consists of 1 university, 14 high schools(including Independent Establishment), 6 junior high schools(including Independent Establishment), 1 elementary school, 4 Certified Child Care Center and various research and educational facilities here in Japan and abroad. With this vast network of institutions for research and education, we are considered the largest educational system among private universities in Japan.

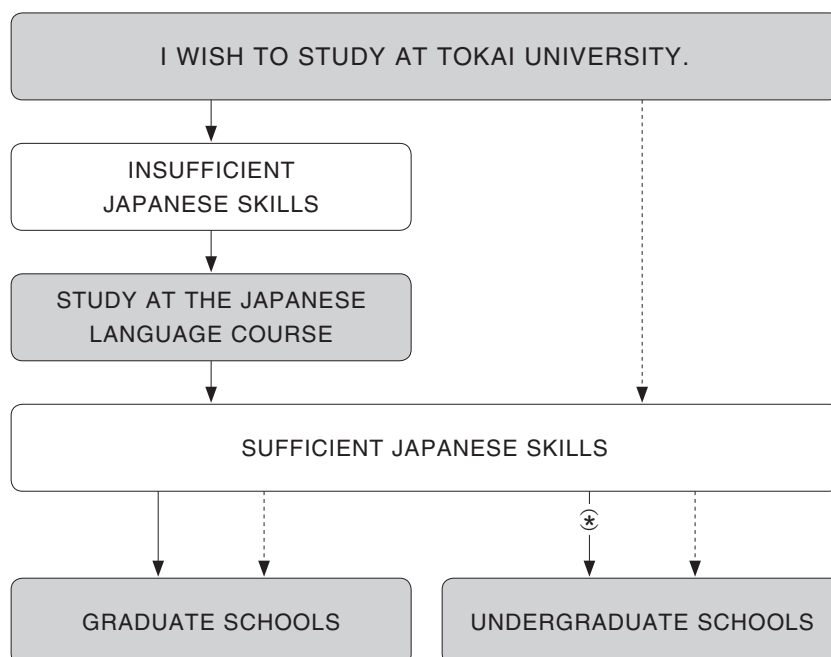
Furthermore, as a pioneer in international exchange programs, Tokai University is one of the first universities to develop programs for international students. We have continued to provide opportunities for international students through the Japanese Language Course and undergraduate and graduate courses of study.

STUDY PLAN

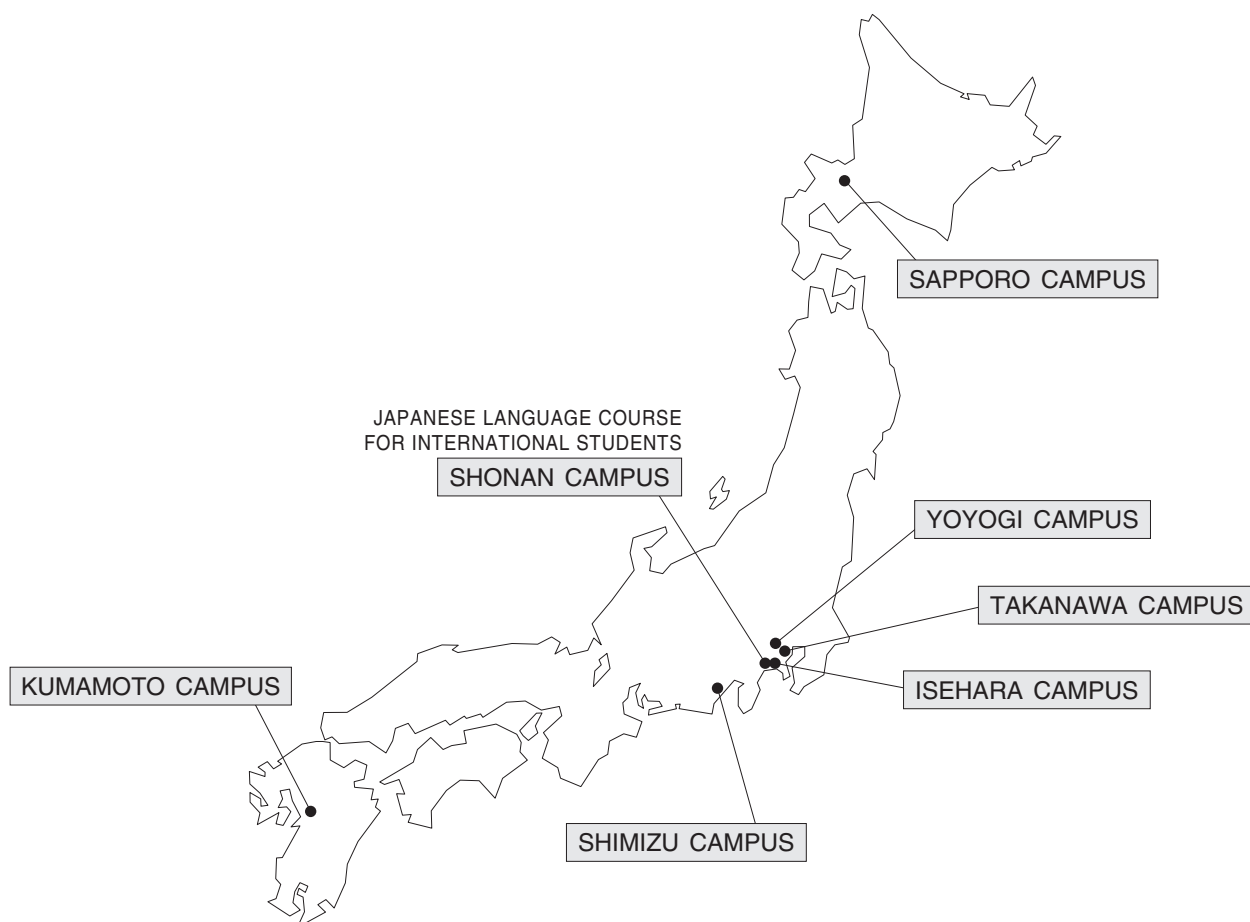
Those applicants who have insufficient Japanese language proficiency should first enroll in the Japanese Language Course at Shonan Campus of Tokai University.

***After one semester, high achieving students with a good attendance record will be offered a Recommendation or Recommendation Transfer Admission to go on to the undergraduate schools (refer to page 11).**

Those applicants who have good Japanese proficiency do not need to enroll in the Japanese Language Course and can go directly to any undergraduate/graduate course by passing an entrance examination administered by Tokai University. The required level of Japanese proficiency may differ, depending on the school.



LOCATION OF CAMPUSES



SHONAN CAMPUS

4-1-1 Kitakaname, Hiratsuka-shi,
Kanagawa 259-1292
(tel. +81-463-58-1211)

School of Letters
School of Cultural and Social Studies
School of Political Science and Economics
School of Law
School of Humanities and Culture
School of Physical Education
School of Health Studies
School of Science
School of Information Science and Technology
School of Engineering
School of Tourism
Graduate School of Letters
Graduate School of Political Science
Graduate School of Economics
Graduate School of Law
Graduate School of Human Environmental Studies
Graduate School of Arts
Graduate School of Physical Education
Graduate School of Science
Graduate School of Engineering
*Starting from the third semester second year, classes in the School of tourism will be held at Yoyogi campus.
*Starting from the fifth semester third year, classes in the Department of Biomedical Engineering will be held at Isehara campus.

YOYOGI CAMPUS

2-28-4 Tomigaya, Shibuya-ku,
Tokyo 151-8677
(tel. +81-3-3467-2211)

TAKANAWA CAMPUS

2-3-23 Takanawa, Minato-ku,
Tokyo 108-8619
(tel. +81-3-3441-1171)

School of Information and
Telecommunication Engineering
Graduate School of Information and
Telecommunication Engineering

SHIMIZU CAMPUS

3-20-1 Orido, Shimizu-ku, Shizuoka-shi,
Shizuoka 424-8610
(tel. +81-54-334-0411)

School of Marine Science and Technology
Graduate School of Oceanography

ISEHARA CAMPUS

143 Shimokasuya, Isehara-shi,
Kanagawa 259-1193
(tel. +81-463-93-1121)

School of Medicine
Graduate School of Engineering (Biomedical Engineering)
Graduate School of Medicine
Graduate School of Health Sciences
*The School of Medicine only offer classes related to these majors. Classes for other subjects are held at Shonan campus.

KUMAMOTO CAMPUS

9-1-1 Toroku, Higashi-ku, Kumamoto-shi,
Kumamoto 862-8652
(tel. +81-96-382-1141)

School of Business Administration
School of Industrial and Welfare Engineering
School of Agriculture
Graduate School of Agriculture
*Educational and research activities at the School of Agriculture will take place at the "Rinku Campus" (scheduled for completion in 2023), the "Kumamoto Campus," and the "Tokai Aso farm."

SAPPORO CAMPUS

1-1-1, 5-Jo Minami-sawa, Minami-ku,
Sapporo-shi, Hokkaido 005-8601
(tel. +81-11-571-5111)

School of International Cultural Relations
School of Biological Sciences
Graduate School of Biology

*Students of Graduate School of Science and Technology, Bioscience are chosen to the campuses which the supervisors belong to.

APPLICATION FOR JAPANESE LANGUAGE COURSE FOR INTERNATIONAL STUDENTS

Spring Admission (April~) Fall Admission (October~)

This course is open to international students of nationalities other than Japanese who desire to study at Tokai University. In this preparatory program, students undertake a one year course to develop the comprehensive Japanese skills in listening, speaking, reading and writing required at the university level of education. Lessons in fundamental subjects such as mathematics and physics are given for students expecting to major in science, while sociology, political science & economics and history are given for those in the liberal arts.

The Japanese Language Course starts in April and October and is completed in two semesters.

After one semester, high achieving students with a good attendance record will be offered a Recommendation or Recommendation Transfer Admission (refer to page 11).

1. ADMISSION QUOTAS/SCHEDULE

(Japan time)

Admission	Quotas	Application Period	Screening Date	Announcement Date	Registration Period	Course Begin
Spring	120 students	September 18 – October 2, 2020	October 24, 2020	November 10, 2020	November 10 – 25, 2020	April 2021
		Must arrive by deadline	Screening of the application documents	Entrance Examination Results (https://www.u-tokai.ac.jp/)	Must arrive by deadline	
Fall	80 students	April 2 – April 16, 2021	May 15, 2021	May 25, 2021	May 25 – June 9, 2021	October 2021
		Must arrive by deadline	Screening of the application documents	Entrance Examination Results (https://www.u-tokai.ac.jp/)	Must arrive by deadline	

* Incompleted forms or late submission will not be accepted in the admission process/enrollment registration process.

2. APPLICATION REQUIREMENTS

In order to apply for the Japanese Language Course, applicants of foreign nationalities must satisfy any of the following requirements 1. to 3. and also requirement 4., and a desire to study at Tokai University upon completion.

1. Completion or expected completion of 12 years of formal education outside of Japan or the equivalent education as recognized by the Minister of Education, Culture, Sports, Science and Technology.
2. Completion or expected completion of a test of academic ability equivalent to 12 years of formal education outside of Japan, and who will turn 18 years of age by the date of enrollment.
3. Those who have reached the appropriate age and who are recognized as having met or exceeded the aforementioned academic requirements by Tokai University.
4. Those who have passed the N5 level of the Japanese-Language Proficiency Test or its equivalent, or those who have received at least 150 hours of Japanese language instruction at the time of application.

3. HOW TO APPLY

After payment of the application fee, please submit all the required documents (refer to page 5-7) by registered mail/EMS/DHL to the Office of Admission Services for International Students (OASIS).

If you wish to confirm your application documents in advance, please sent them as a PDF to OASIS by e-mail: oasis@tsc.u-tokai.ac.jp before the start of the application period. Your application may be rejected if the documents are incomplete.

- 1) All documents not written in Japanese or English must be accompanied by an official Japanese translation including the translator's name, address, phone number and date.
- 2) Only the original documents or certified copies of originals will be accepted.
- 3) If you cannot submit the originals, submit an alternative certified by notary publics within the past three months.
- 4) Documents issued by a company or a school must be printed on letterhead paper with its name, address, and phone number.

Required documents		Remarks	○ = Required △ = If applicable × = Not required	
Documents for Applicant				
1	Application fee of 10,000 JPY Ⓐ Domestic transfer form 【Form A-1】 or Remittance receipt	□ Original	○	
	*If you are applying from within Japan, transfer the amount of 10,000 yen with 【Form A-1】. *From overseas, remit to the account shown on 【Form A-2】.			
2	ID photo× 4 (3cm × 4cm, without hat, full front face)	—	○	
	*Paste one photo on the Application 【Form C-1】 and the other on the Certificate of Eligibility 【Form E-1】. (Send two further photos enclosed within the envelope.) *Write your name and nationality on the back of each photo.			
3	Checklist for application submission 【Form B】	□ Original	○	
	*Put a tickmark in the appropriate boxes for the enclosed documents. *Put a tickmark on “Return the original documents” if you wish to get the original copy back.			
4	Application form 【Form C】	□ Original	○	
	*The applicant must complete 【Form C】 by themselves.			
5	Certificate from HIGH SCHOOL	(1) Diploma or Certificate of (expected) graduation	□ Original □ Translation	○
		(2) Academic transcripts		
		*Must include a list of grades/marks received each year and description of the school’s grading system.	□ Original □ Translation	△
		(3) Results/Transcripts of the national standard test *Only those who took the Test		
		*Refer to Appendix A on page 7.		
6	Certificate from UNIVERSITY/ COLLEGE	(1) Diploma or Certificate of (expected) graduation	□ Original □ Translation	△
		*If you have not graduated, submit a certificate of enrollment, withdraw, temporary absence, etc.		
		(2) Academic transcripts	□ Original □ Translation	△
		*Must include a list of grades/marks received each year and description of the school’s grading system.		
		(3) Certificate of degree	□ Original □ Translation	△
		*Must include your degree conferred.		
7	Proof of Japanese proficiency	(1) Certificate of JLPT <N5 or above level is required>	□ Original □ Translation	○ One of the documents (1) - (5)
		(2) EJU Score report		
		(3) J.TEST Score report <F or above level is required>		
		(4) Japanese Language NAT-TEST Score report		
		(5) Certificate of studying Japanese		
		*Must include duration of study, total study hours (150 hours or more) up to the present, academic records, attendance rates, level of class and textbook.		

Required documents		Remarks	○ = Required △ = If applicable × = Not required	
8	Certificate of employment for applicant *Only those who has a work experience	<input type="checkbox"/> Original <input type="checkbox"/> Translation	△	
	*If you have a work experience, submit a certificate of employment.			
9	Family list 【Form D】	<input type="checkbox"/> Original	○	
10	Application for Certificate of Eligibility 【Form E】	<input type="checkbox"/> Original	○	
	*If you live in Japan, submit a photocopy of your residence card (both sides).			
11	Photocopy of passport	<input type="checkbox"/> Photocopy	○	
	*The page that contains your picture, name, and signature.			
Documents related to applicant's financial sponsor				
Refer to Appendix B on page 7.→			Nationality of Appendix B	Others
12	Affidavit of financial support 【Form F】	<input type="checkbox"/> Original <input type="checkbox"/> Translation	○	○
13	Official certificate showing the relationship between the applicant and the sponsor	<input type="checkbox"/> Original <input type="checkbox"/> Translation	○	○
	*Submit a certificate of birth, family register, or resident register of the sponsor. *If you cannot provide the above documents because the sponsor is not a relative, attach a letter outlining the relationship. It must be written by the sponsor including his/her name, address, phone number and the date.			
14	Certificate of employment	<input type="checkbox"/> Original <input type="checkbox"/> Translation	○	○
	*Must include the address, phone number and name of representative of the place of employment, description of the job and the title. *If the financial sponsor is self-employed, submit such documents as a photocopy of company register or trade license.			
15	Certificate of annual income (Submit official documents)	<input type="checkbox"/> Original <input type="checkbox"/> Translation	○ Past one year	○ Past three years
16	Bank balance certificate	<input type="checkbox"/> Original <input type="checkbox"/> Translation	○	○
	*The balance must be equivalent to 2,000,000 JPY or more.			
17	Photocopy of pass books	<input type="checkbox"/> Photocopy <input type="checkbox"/> Translation	×	○ Past three years
	*Make copies of all the pages of your sponsor's pass books for the past three years to show income stability (16. Bank balance certificate).			
18	Photocopy of the latest Chinese household register / Temporary resident register	<input type="checkbox"/> Photocopy <input type="checkbox"/> Translation	△ Chinese	×
	*Make copies of all the pages showing your sponsor's family records listed on the latest “Chinese household register”.			
19	Certificate of resident register	<input type="checkbox"/> Original	△ Living in Japan	△ Living in Japan
	*Verify which family members are living in the same household.			

[Note]

- (1) Other documents in addition to the above may be required depending on the nationality and background of the applicant and financial sponsor.
- (2) We will not accept incomplete applications.
- (3) If false or incorrect information is found on the application documents for Tokai University, admission will immediately be rejected, even after enrollment.
- (4) Application documents (except for the documents mentioned on 【Form B】) will not be returned.
- (5) Modification to submitted documents is not available.

- (6) Note that we will never request transfer for the application fee over the telephone.
- (7) We will contact you if the Immigration Bureau needs further information.
- (8) Please make a copy of the documents and keep them for your records.

<Appendix A>

Country	Academic transcripts
China	HUIKAO certificate or SHUIKAO certificate
	GAOKAO certificate • Submit CREDENTIALS REPORT issued by China Academic Degree & Graduate Education Department Center for GAOKAO 'National College Entrance Examination' if the highest level education you have attained is high school. (http://www.cdgc.edu.cn/cn/)
China (Hong Kong)	Hong Kong Diploma of Secondary Education (HKDSE) Examination (or equivalent examinations)
Malaysia	Malaysian Certificate of Education (MCE) Examination (or equivalent examinations)
	Malaysian Higher School Certificate (MHSC) Examination (or equivalent examinations)
Bangladesh	Secondary School Certificate (SSC) Examination (or equivalent examinations)
	Higher Secondary Certificate (HSC) Examination (or equivalent examinations)
Sri Lanka	GCE Ordinary (O) Level Examination (or equivalent examinations)
	GCE Advanced (A) Level Examination (or equivalent examinations)
Pakistan	Secondary School Certificate Examination (or equivalent examinations)
	Intermediate Examination (or equivalent examinations)
India	Secondary School Certificate Examination (or equivalent examinations)
	Senior Secondary Certificate Examination (or equivalent examinations)

<Appendix B>

Area	Country
Asia	South Korea, Cyprus, Saudi Arabia, Singapore, Thailand, Taiwan, China, China (Hong Kong), China (Macau), Turkey, Brunei, Malaysia, Maldives
Pacific Ocean and Oceania	Australia, Samoa, Tuvalu, Tonga, Nauru, New Zealand, Palau, Fiji, Marshall Islands
North America	United States of America, Canada
Latin America	Argentina, Antigua and Barbuda, Uruguay, Ecuador, Guyana, Cuba, Guatemala, Grenada, Costa Rica, Colombia, Jamaica, Suriname, Saint Christopher and Nevis, Saint Vincent and the Grenadines, Saint Lucia, Chile, Dominica, Dominican Republic, Trinidad and Tobago, Panama, Bahamas, Paraguay, Barbados, Brazil, Venezuela, Belize, Peru, Mexico
Europe	Iceland, Ireland, Azerbaijan, Albania, Armenia, Andorra, United Kingdom, Italy, Estonia, Austria, Netherlands, Kazakhstan, North Macedonia, Hellenic, Croatia, Republic of Kosovo, San Marino, Georgia, Switzerland, Sweden, Spain, Slovak, Slovenia, Serbia, Czech, Denmark, Germany, Turkmenistan, Norway, Hungary, Finland, France, Bulgaria, Belarus, Belgium, Poland, Bosnia and Herzegovina, Portugal, Malta, Monaco, Montenegro, Latvia, Lithuania, Liechtenstein, Romania, Luxembourg, Russia
Middle East	United Arab Emirates, Israel, Iraq, Iran, Oman, Qatar, Kuwait, Bahrain, Jordan, Lebanon
Africa	Algeria, Gabon, Seychelles, Equatorial Guinea, Namibia, Botswana, South Africa, Mauritius, Libya

4. APPLICATION PERIOD AND MAILING ADDRESS

1. Application period

〈Spring Admission〉 September 18 – October 2, 2020 (Japan time)

〈Fall Admission〉 April 2 – April 16, 2021 (Japan time)

- Please send required documents relevant to you and your financial sponsor by registered mail/EMS/DHL.
- **Applications must arrive at Tokai University by the closing date.**

2. Mailing address

OASIS (Office of Admission Services for International Students), Tokai University
4-1-1 Kitakaname, Hiratsuka-shi, Kanagawa, 259-1292 Japan

3. Contact information

OASIS (Office of Admission Services for International Students)

TEL +81-463-58-1211 (EXT 2320) FAX +81-463-50-2479 E-mail: oasis@tsc.u-tokai.ac.jp

Office hours: Mon – Fri, 9 a.m. – 4 p.m.

Sat, 9 a.m. – 3 p.m.

5. SCREENING

ADMISSION is based on the screening of documents submitted by applicants.

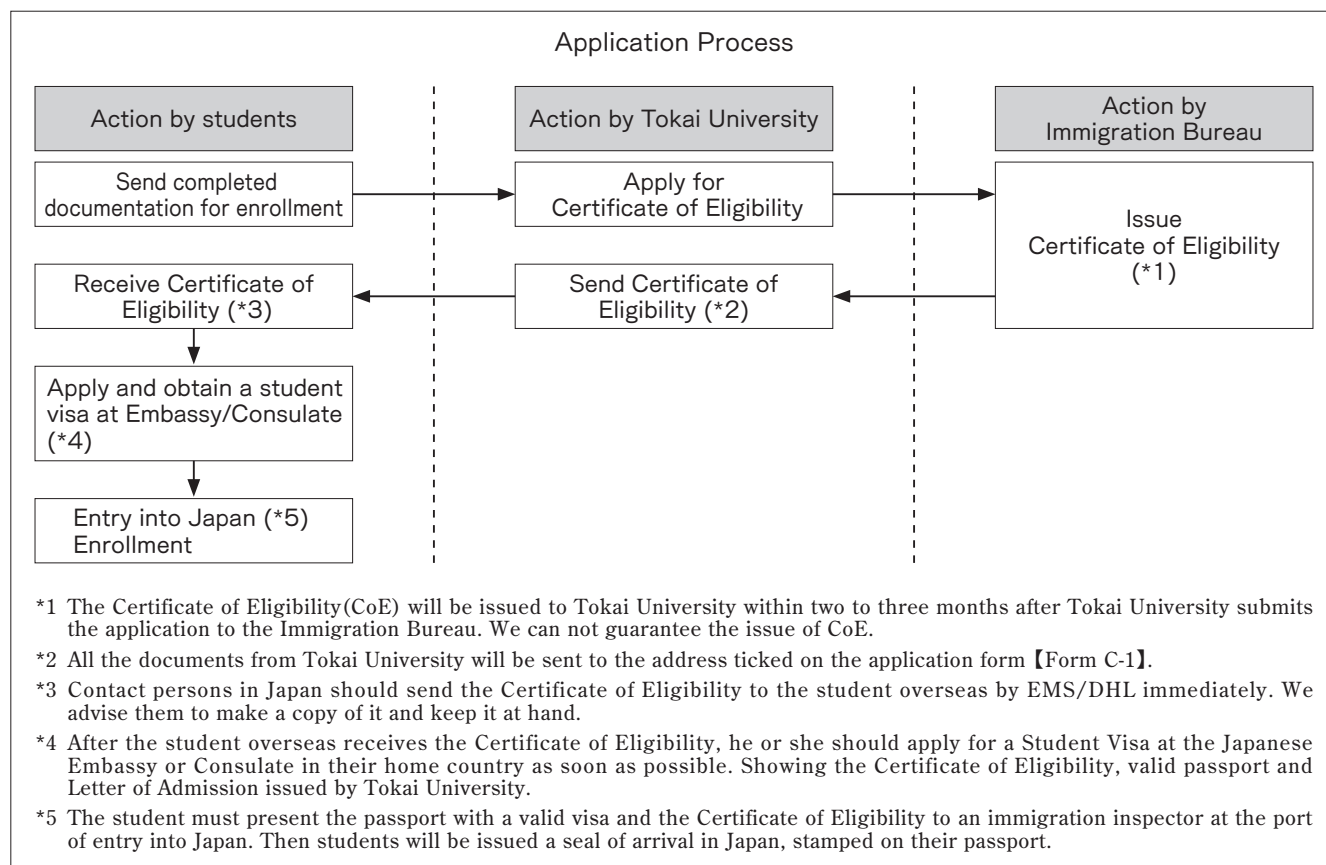
6. ANNOUNCEMENT OF ADMISSION

- (1) The application numbers of successful applicants will be posted on the website indicated below.
- (2) All the documents from Tokai University will be sent to the address ticked on the application form **【Form C-1】**.
- (3) **Any inquiries regarding acceptance or rejection will not be replied to.**

	Date	Announcement
Spring Admission	November 10, 2020 From 9:30 a.m. Until 4:00 p.m. next day	Entrance Examination Results (https://www.u-tokai.ac.jp/)
Fall Admission	May 25, 2021 From 9:30 a.m. Until 4:00 p.m. next day	

7. CERTIFICATE OF ELIGIBILITY

Successful applicants who are admitted to the Japanese Language Course of Tokai University must have the Certificate of Eligibility and a student (Ryugaku) visa. Tokai University will apply to the Immigration Bureau for the Certificate of Eligibility on your behalf. **When you receive the Certificate of Eligibility, take it with you to the Consulate or Embassy of Japan in your home country. Please follow the application process as stated below.**



8. REGISTRATION

1. Registration

Successful applicants must complete enrollment procedures (submission of documents and payment) during the period below.

〈Spring Admission〉 November 10–25, 2020 (Japan time)

〈Fall Admission〉 May 25–June 9, 2021 (Japan time)

- Registration documents must arrive at Tokai University by mail during the above period.
- Refer to “Enrollment information” sent to successful applicants for details.

2. Refund of fees

Once received, the Admission Fee will not be refunded for any reason. If you decide to cancel your enrollment at Tokai University for some reason after registration, submit the documents for cancellation of enrollment to the Office Admissions Services for International Students (OASIS) by registered mail or bring them in person by 5 p.m. March 31, 2021 for Spring Admission and 5 p.m. August 31, 2021 for Fall Admission. After the completion of all necessary formalities for cancellation of enrollment, Tokai University will confirm formal withdrawal and refund all tuition and fees (except the admission fee). Refer to the enrollment information sent to successful applicants for details.

9. TUITION AND OTHER FEES

〈Spring Admission (April~)〉

Tuition and other fees for the academic year 2021 are as follows.

(currency: JPY)

	Payable at time of registration (for Spring semester)	Payment for Fall semester	Total
Admission Fee	70,000		70,000
Tuition	300,000	300,000	600,000
Facilities & Maintenance Fee	50,000	50,000	100,000
General Campus Fee	7,000 ^[Note]	4,000	11,000
Total	427,000	354,000	781,000

[Note] The General Campus Fee is Comprised of admission fee (3,000 yen) and membership fee (4,000 yen) for the University Support Association.

〈Fall Admission (October~)〉

Tuition and fees for the academic year 2021 are as follows.

(currency: JPY)

	Payable at time of registration (for Fall semester)	(for Spring semester 2022)
Admission Fee	70,000	[Note] 1
Tuition	300,000	
Facilities & Maintenance Fee	50,000	
General Campus Fee	7,000 ^{[Note] 2}	
Total	427,000	

[Note] 1. Successful applicants accepted for Fall Admissions 2021 must pay the Tuition, Facilities & Maintenance Fee and General Campus Fee for the Spring semester 2022. Those amounts will be determined in academic year 2021.

2. The General Campus Fee is comprised of admission fee (3,000 yen) and membership fee (4,000 yen) for the University Support Association.

10. ADDITIONAL INFORMATION

- (1) Late registration will disqualify students from admission to Tokai University.
- (2) Please read “Enrollment information” and pay the tuition and other fees. We will never request money transfers over the telephone.
- (3) Successful applicants who applied with a certificate of expected graduation/completion but could not graduate/complete by **March 31, 2021 for Spring Admission and September 30, 2021 for Fall Admission** and/or who could not obtain the Certificate of Eligibility from the Immigration Bureau of Japan cannot enroll in Tokai University.
- (4) If false or incorrect information is found on the application or registration documents for Tokai University, admission will immediately be rejected, even after enrollment.

11. ACCREDITED SCHOOLS FOR INTERNATIONAL STUDENTS

There may be changes to the below, as a major reorganization is planned for the 2022 academic year.

Undergraduate Schools

Campus	School	Department	Course
Shonan	Letters	Civilization	
		History	Japanese History
			Occidental History
			Archaeology
		Japanese Literature	
		English	
	Cultural and Social Studies	Asian Studies	
		European and American Studies	
		Nordic Studies	
		Creative Writing	
		Media Studies	
		Psychological and Sociological Studies	
	Political Science and Economics	Political Science	
		Economics	
		Business Administration	
	Law	Law	
	Humanities and Culture	Human Development	Environment and Resources
			Human Welfare Environment
		Arts	Music
			Fine Arts
			Design
		International Studies	
	Physical Education	Physical Education	
		Competitive Sports	
		Judo and Kendo	
		Physical Recreation	
		Sport & Leisure Management	
	Health Studies	Health Management	
	Science	Mathematics	
		Mathematical Sciences	
		Physics	
		Chemistry	
	Information Science and Technology	Human and Information Science	
		Applied Computer Engineering	
	Engineering	Applied Biochemistry	
		Applied Chemistry	
		Optical and Imaging Science and Technology	

Campus	School	Department	Course
Shonan	Engineering	Nuclear Engineering	
		Electrical and Electronic Engineering	
		Materials Science	
		Architecture and Building Engineering	
		Civil Engineering	
		Precision Engineering	
		Mechanical Engineering	
		Prime Mover Engineering	
		Aeronautics and Astronautics	Aerospace
		Biomedical Engineering	
	Tourism	Tourism	
Takanawa	Information and Telecommunication Engineering	Information Media Technology	
		Embedded Technology	
		Management Systems Engineering	
		Communication and Network Engineering	
Shimizu	Marine Science and Technology	Maritime Civilizations	
		Environmental and Societal Affairs	
		Marine and Earth Science	
		Fisheries	Applied Biological Science
			Food Science
		Marine Biology	
		Navigation and Ocean Engineering	Navigation
			Ocean Engineering
Isehara	Medicine	Nursing*	
Kumamoto	Business Administration	Business Administration	
		Tourism Management	
	Industrial and Welfare Engineering	Electrical Engineering and Computer Science	
		Medical Care and Welfare Engineering	
	Agriculture	Plant Science	
		Animal Science	
		Bioscience	
Sapporo	International Cultural Relations	Community Development	
		International Communications	
		Design and Culture	
	Biological Sciences	Biology	
		Marine Biology and Sciences	

★Spring Admission only

[Note]

- (1) The Course of Aviation and Faculty of Medicine are not eligible for Recommendation Admission after completion of the Japanese Language Course.
- (2) The Course of Aviation and Faculty of Medicine are not eligible for the Recommendation Transfer Admission after completion of the Japanese Language Course.

Graduate Schools

Master's Programs (2 years)

Campus	Graduate School	Course
Shonan	Letters	Civilization Studies
		History
		Japanese Literature
		English Literature
		Communications
		Tourism
	Political Science	Political Science
	Economics	Applied Economics
	Law	Advanced Legal Studies
	Human Environmental Studies	Human Environmental Studies
	Arts	Music
		Fine Arts and Design
	Physical Education	Physical Education
	Science	Mathematics and Mathematical Sciences
		Physics
		Chemistry
	Engineering	Electrical and Electronic Engineering
		Applied Science
		Architecture and Civil Engineering
		Mechanical Engineering
Takanawa	Information and Telecommunication Engineering	Information and Telecommunication Engineering
Shimizu	Oceanography	Oceanography
Isehara	Medicine	Medical Science*
	Health Sciences	Nursing*
		Health and Social Work*
	Engineering	Biomedical Engineering
Kumamoto	Agriculture	Agricultural Sciences
Sapporo	Biology	Biology

★Spring Admission only

Doctoral Programs (3 years)

Graduate School	Course
Science and Technology	Science and Technology
Bioscience	Bioscience

※These programs are offered at campuses with teaching staff.

Doctoral Programs (3 years)

Campus	Graduate School	Course
Shonan	Letters	Civilization Studies
		History
		Japanese Literature
		English Literature
		Communications
	Political Science	Political Science
	Economics	Applied Economics
	Law	Advanced Legal Studies
	Physical Education	Physical Education*

★Planned in April, 2021

Doctoral Program (4 years)

Campus	Graduate School	Course
Isehara	Medicine	Advanced Medical Science*

★Spring Admission only

12. PRIVACY POLICY

Personal information collected by Tokai University during the admissions process will be used as follows:

- For necessary operations and announcements from accepting application to enrollment, such as screening of applicants, mailing an applicant's examination slip, acceptance letter, letter of admission (including announcement of Entrance Ceremony) and documentation for registration procedures (Inquiry Form for international dormitory and Letter of Consent), application form certificate of Eligibility, information about Orientation, issuing student ID card, and aggregating statistical data. (Including usage for educational improvement and academic research purposes.)
- For necessary services and announcements such as class registration, student lists, academic records, school registration, issuing of certificates and diploma, screening for scholarships, health exams, various applications for registration, and use of school facilities. (Including usage for educational improvement and academic research purposes.)
- Public disclosure of the results of the statistical research will be limited to anonymized data so as to protect the personal information of participants.

※When outsourcing above operations, we will confirm the operational and financial stability of company, and sign a confidentiality agreement to ensure proper treatment of personal information, and the management and supervision of the operations. (Including the utilization of outside sources or outsourcing statistical research using personal information obtained by Tokai University.)

出願書類記入上の注意

HOW TO FILL IN THE APPLICATION FORMS

SAMPLE

【様式 Form C-1】

2021年度 東海大学 別科日本語研修課程 入学願書

APPLICATION FORM FOR ADMISSION TO
THE JAPANESE LANGUAGE COURSE FOR INTERNATIONAL
STUDENTS OF TOKAI UNIVERSITY 2021

JL

この位置に写真を貼ること
Paste a photo

最近3か月以内に撮影した
正面上半身・脱帽で明確な
もの。縦4cm×横3cm、枠
なし、白黒カラー共に可。
Photo 3 cm × 4 cm taken
within 3 months, half length,
without hat, full front face,
no frame, color or black and
white.

必ず出願者本人が日本語または英語で記入してください。
This form must be completed by the applicant in Japanese or English.

氏 名 Name	カタカナ In Katakana	トウ		カイカ	
	漢字 In Chinese characters if any	姓 東	名 海 花		
	英字 In English	Family name DONG	First & Middle name HAIHUA		
生年月日	Date of birth 1997 年 5 月 5 日 Y. M. D.	年 齢 23	性 別	Gender 男 Male . 女 Female	
国 籍	Nationality China	出生地 Shanghai	配偶者	Marital status 有 Married . 無 Single	
現 住 所	Present address 〇-〇, ××, △△, Beijing, China Zip code 10××××				
	Phone +86-〇〇〇〇〇〇〇〇		Mobile +86-××××××××		
	E-mail ××××@△△△.com				

カタカナ氏名は必ず記入してください。
Write your name in katakana.

本国における連絡先 Contact person in home country

氏 名	Name 東 海明 DONG HAIMIN	出願者 と 関 係	Relationship to applicant Father
現 住 所	Present address 〇-〇, ××, △△, Beijing, China Zip code 10××××		
	Phone +86-〇〇〇〇〇〇〇〇		Mobile +86-××××××××
	E-mail ××××@△△△.com		

現在居住している場所とは別に連絡先(実家、代理人など)がある場合は記入してください。日本在住の者は本国における連絡先を記入してください。
Give contact details of person not living in your current address, (such as the study abroad agency).
If you are presently residing in Japan, write your address in your home country.

在日連絡人 Contact person in Japan

氏 名	Name 東 風 DONG FU	出願者 と 関 係	Relationship to applicant Uncle
現 住 所	Present address 〒 259-1242 〇-△-×, Minamikaname, Hiratsuka-shi, Kanagawa		
	Phone 0463-××-××××		Mobile 090-××××-××××
	E-mail ××××@△△△.com		

書類に不備がある場合などには、この欄に記入された方に電話連絡をすることがありますので、必ず平日の日中に連絡の取れる電話番号(携帯電話、勤務先など)を記入してください。
If your application is incomplete, we will contact him/her. Write his/her daytime phone number (mobile phone number or workplace number).

東海大学にあなたの知人はいますか。 Do you know anyone at Tokai University?

氏 名	Name 李 東海 LI DONGHAI	出願者 と 関 係	Relationship to applicant Friend
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経費支弁者 Financial Sponsor

氏 名	Name 東 海明 DONG HAIMIN	出願者 と 関 係	Relationship to applicant Father
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手続書類送付先(受験票・在留資格認定証明書・入学手続書類)
All the documents from Tokai University should be sent to this address:

☐ 出願者本人 Applicant
☒ 在日連絡人 Contact person in Japan

希望する方にチェックをつけてください。
Put ✓ in the relevant boxes.

SAMPLE

【様式 Form C-2】

学歴 Educational background

初等教育（小学校）から最終学歴まで、在学したすべての学校を年代順に記入してください。
List all schools from elementary to your final institution in chronological order.

小 学 校 Primary School	学校名 Name of school Shanghai Primary School		2003 年 9 月 ~ 2009 年 7 月 Y. M. ~ Y. M.	
	所在地 Address 〇-〇, ××, △△, Shanghai, China		6 年間 No. of years	
中 学 校 Jr. High School	学校名 Name of school Shanghai Jr. High School		2009 年 9 月 ~ 2012 年 7 月 Y. M. ~ Y. M.	
	所在地 Address 〇-〇, ××, △△, Shanghai, China		3 年間 No. of years	
高等学校 High School	学校名 Name of school Shanghai High School		2012 年 9 月 ~ 2015 年 7 月 Y. M. ~ Y. M.	
	所在地 Address 〇-〇, ××, △△, Shanghai, China		3 年間 No. of years	
そ の 他 Other	学校名 Name of school		年 月 ~ 年 月 Y. M. ~ Y. M.	
	所在地 Address		1 年間 No. of years	
大 学 University/ College	学校名 Name of school	学士 Bachelor <input type="checkbox"/> 有 Yes <input type="checkbox"/> 無 No	2015 年 9 月 ~ 2019 年 7 月 Y. M. ~ Y. M.	
	学部名 School	〇〇〇	<input checked="" type="checkbox"/> 卒業 Graduated <input type="checkbox"/> 在学中 In school <input type="checkbox"/> 中退 Withdrawal	
	学科名 Department	△△△	<input type="checkbox"/> 卒業見込 Expected to graduate <input type="checkbox"/> 休学中 Temporary absence	
	所在地 Address	〇〇, ××, △△, □□, Beijing, China		4 年間 No. of years
大 学 院 Graduate School	学校名 Name of school	<input type="checkbox"/> 修士 Master <input type="checkbox"/> 博士 Doctor	年 月 ~ 年 月 Y. M. ~ Y. M.	
	研究科名 Graduate School		<input type="checkbox"/> 卒業 Graduated <input type="checkbox"/> 在学中 In school <input type="checkbox"/> 中退 Withdrawal	
	専攻名 Course		<input type="checkbox"/> 卒業見込 Expected to graduate <input type="checkbox"/> 休学中 Temporary absence	
	所在地 Address			年間 No. of years

小学校から最終学歴(転校、休学、退学した学校を含む)まで、もれがないように記入してください。飛び級をしている場合や記入欄が足りない場合は、別紙で説明書を添付してください。
List chronologically all schools from elementary to your final institution (incl. transfer/temporary absence/withdrawal). If additional information is needed, attach a separate sheet.

職歴 Work experience

職歴（兵役を含む）がある場合は年代順に記入してください。なければ、「なし」と記入してください。
List your work experience (including military obligation) in chronological order. If there is none, fill in "N/A".

会社名 Name of Company	会社所在地（国・市） Address (Country & City)	職務内容 Job description	在職期間 From, to
N/A			年 月 ~ 年 月 Y. M. ~ Y. M.
			年 月 ~ 年 月 Y. M. ~ Y. M.

さらに職歴がある場合は、余白または別紙に記入してください。 Use margin or separate sheet for more work experience.

SAMPLE

【様式 Form C-3】

日本語学習歴 Japanese language educational background

日本語教育を受けたことがある場合は年代順に記入してください。なければ、「なし」と記入してください。
List school to have received Japanese language education in chronological order. If there is none, fill in "N/A".

学校名 Name of School	学校所在地 (国・市) Address (Country & City)	在学期間 From, to	総学習時間 Total hours
〇〇 Japanese language School	Beijing, China	2019年 01月 ~ 2020年 03月 Y. M. Y. M.	350
		年 月 ~ 年 月 Y. M. Y. M.	

必ず証明書を提出してください。
証明書と相違がないよう記入してください。
Submit certificate with application and ensure details match.

日本語能力の証明 Proof of Japanese language proficiency

日本語能力試験 Japanese Language Proficiency Test	N3	級合格 level passed	150	点 points	<input type="checkbox"/> 未受験 Never taken
日本留学試験 (読解・聴解・聴読解の合計点) Examination for Japanese University (except writing)		点 points			<input checked="" type="checkbox"/> 未受験 Never taken
J.TEST 実用日本語検定 J.TEST, Test of Practical Japanese	E	級合格 level passed	500	点 points	<input type="checkbox"/> 未受験 Never taken
日本語NAT-TEST The Japanese Language NAT-TEST		級合格 level passed		点 points	<input checked="" type="checkbox"/> 未受験 Never taken
その他 Others					

日本への出入国歴 Embarkation and disembarkation in Japan

日本にきたことがある場合は年代順に記入してください。なければ、「なし」と記入してください。
List your embarkation and disembarkation in Japan in chronological order. If there is none, fill in "N/A".

入国年月日 Date of entry (Y./M./D.)	出国年月日 Date of departure (Y./M./D.)	在留資格 Visa status	入国目的 Purpose of entry
2018年 6月 2日 Y. M. D.	2018年 6月 10日 Y. M. D.	Temporary visitor	Travel
2019年 5月 10日 Y. M. D.	2019年 5月 18日 Y. M. D.	Temporary visitor	Travel
年 月 日 Y. M. D.	年 月 日 Y. M. D.		
年 月 日 Y. M. D.	年 月 日 Y. M. D.		
年 月 日 Y. M. D.	年 月 日 Y. M. D.		

さらに出入国歴がある場合は、別紙に記入してください。 Use separate sheet for more entries.

在留資格認定証明書の交付申請歴 History of application for Certificate of Eligibility

今までに申請したことがある場合は年代順に記入してください。なければ、「なし」と記入してください。
List your history of application for Certificate of Eligibility in chronological order. If there is none, fill in "N/A".

申請年月 Date of application (Y./M.)	申請資格 Purpose of application	申請先 Authority of application	申請結果 Result of application
年 月 Y. M.	N/A		<input type="checkbox"/> 交付 Issued <input type="checkbox"/> 不交付 Denied <input type="checkbox"/> 未使用 Not used
年 月 Y. M.			<input type="checkbox"/> 交付 Issued <input type="checkbox"/> 不交付 Denied <input type="checkbox"/> 未使用 Not used

過去に在留資格認定証明書の交付申請を行い不交付になったことがある場合は、入国管理局宛の再申請願 (過去に不交付となった原因とその対応を明記) を作成し、提出してください。
An applicant who has applied for the Certificate of Eligibility in the past but was rejected should attach a letter or reapplication outlining the reason for rejection and actions taken for the improvement.

SAMPLE

【様式 Form C-4】

日本語研修課程修了後の進学希望先を必ず1箇所記入してください。(入試要項 P. 11-12 参照)
Desired course after completion of the Japanese Language Course. (refer to page 11-12)

【東海大学 Tokai University】

<input type="checkbox"/> 学部 Undergraduate	学部 School	学科 Department	専攻・課程 Course
<input checked="" type="checkbox"/> 大学院 Graduate	Letters 研究科 Graduate School	Civilization Studies	専攻 Course

上記の分野を学びたい理由について将来の目標等にも触れながら具体的に記入してください。
Why are you interested in studying about the above mentioned field? Please explain your reasons and future goals.

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○○××△△□□○○××△△□□○○××△△□□○○××△△□□○○××△△□□
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○○××△△□□○○××△△□□○○××△△□□○○××△△□□○○××△△□□
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○○××△△□□○○××△△□□○○××△△□□○○××△△□□○○××△△□□
○○××△△□□○○××

進学希望先に上記の分野を選んだ理由、その分野をなぜ勉強したいのか、大学を卒業した後の計画について等、具体的に記入するのがポイントです。
Clearly specify why you chose the above course and why you want to study in that field. Include what you plan to do after graduating from university etc..

日本に留学したい理由及び東海大学を志望する理由について、具体的に記入してください。
Why do you want to study in Japan and at Tokai University? Please explain your reasons in detail.

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○○××△△□□○○××△△□□○○××△△□□○○××△△□□○○××△△□□
○○××△△□□○○××△△□□○○××△△□□○○××△△□□○○××△△□□
○○××△△□□○○××△△□□○○××△△□□○○××△△□□○○××△△□□
○○××△△□□○○××

東海大学の概要や特色についてよく調べ、どこに魅力を感じているのか等、具体的に記入するのがポイントです。
Clearly specify what you attract to apply to study at Tokai University.

以上のことはすべて事実であり、私が記入したものです。

I hereby declare that the above information I have given is true and correct and has been written by myself.

作成年月日 Date : ○○○○ 年 △△ 月 ×× 日
Y. M. D.

本人署名 Signature of applicant : 東 海 花

申請者氏名を英語か漢字で記入してください。
Write your name in English or Kanji.

SAMPLE

【様式 Form D】

出願者の家族に関する調査書類
FAMILY LIST

必ず出願者本人が日本語または英語で記入してください。
This form must be completed by the applicant in Japanese or English.

出願者氏名
APPLICANT'S NAME 東 海花 DONG HAIHUA

記入日
DATE 〇〇〇〇 年 〇〇 月 〇〇 日

出願者の家族（父・母・配偶者・子・兄弟姉妹など）について記入してください。
離婚・死亡している場合においても、その詳細を記入してください。
Please indicate all family members (e.g. father, mother, spouse, son, daughter, brother, sister or others) *Indicate even in the case of divorce or death.

氏名 Name	生年月日 Date of birth	関係 Relationship	勤務先・通学先 Name and place of employment/school
東 海明 DONG HAIMIN	1970 年 10 月 1 日 Y. M. D.	Father	××× Corporation Shanghai, China
東 明月 DONG MINGYUE	1972 年 4 月 5 日 Y. M. D.	Mother	House wife Beijing, China
東 楽天 DONG LETIAN	2003 年 7 月 2 日 Y. M. D.	Brother	〇〇〇 High School Shanghai, China
	年 月 日 Y. M. D.		
	年 月 日 Y. M. D.		
	年 月 日 Y. M. D.		
	年 月 日 Y. M. D.		
	年 月 日 Y. M. D.		
	年 月 日 Y. M. D.		

会社名や学校名等を記入し、
下段に所在地（国名と都市名）を記入してください。
Write the company name, school name, etc. specify the location (country and city) on the lower row.

SAMPLE

【様式 Form E-2】

申請人等作成用 2 P (「留学」)
For applicant, part 2 P ("Student")

在留資格認定証明書用
For certificate of eligibility

21 通学先 Place of study	
(1) 名称 Name of school	東海大学 (湘南校舎)
(2) 所在地 Address	〒259-1292 神奈川県平塚市北金目4-1-1
(3) 電話番号 Telephone No.	0463-58-1211
22 修学年数 (小学校～最終学歴) Total period of education (from elementary school to last institution of education)	
16 年	
23 最終学歴 (又は現在在学中の学校) Education (last school or institution) or present school	
(1) 在籍状況 <input checked="" type="checkbox"/> 卒業 Graduated <input type="checkbox"/> 在学中 In school <input type="checkbox"/> 休学中 Temporary absence <input type="checkbox"/> 中退 Withdrawal <input type="checkbox"/> 大学院 (博士) Doctor <input type="checkbox"/> 大学院 (修士) Master <input checked="" type="checkbox"/> 大学 Bachelor <input type="checkbox"/> 短期大学 Junior college <input type="checkbox"/> 専門学校 College of technology <input type="checkbox"/> 高等学校 Senior high school <input type="checkbox"/> 中学校 Junior high school <input type="checkbox"/> 小学校 Elementary school <input type="checkbox"/> その他 Others	
(2) 学校名 Name of the school	
〇〇 University	
(3) 卒業又は卒業見込み年月 Date of graduation or expected graduation	
2019 年 7 月	
24 日本語能力 (専修学校又は各種学校において日本語教育以外の教育を受ける場合に記入) Japanese language ability (Fill in the followings when the applicant plans to study at advanced vocational school or vocational school (except Japanese language))	
<input checked="" type="checkbox"/> 試験による証明 Proof based on a Japanese language test	
(1) 試験名 Name of the test	JLPT, J.TEST
(2) 級又は点数 Attained level or score	N3, E級
<input checked="" type="checkbox"/> 日本語教育を受けた教育機関及び期間 Organization and period to have received Japanese language education	
機関名 Organization	〇〇 Japanese language School
期間: Period from	2019 年 01 月 から 2020 年 03 月 まで
<input type="checkbox"/> その他 Others	
25 日本語学習歴 (高等学校において教育を受ける場合に記入) Japanese education history (Fill in the followings when the applicant plans to study in high school)	
日本語の教育又は日本語による教育を受けた教育機関及び期間 Organization and period to have received Japanese language education / received education by Japanese language	
機関名 Organization	
期間: Period from	年 月 から 年 月 まで
26 滞在費の支弁方法等 (生活費、学費及び家賃について記入すること。) ※複数選択可 Method of support to pay for expenses while in Japan (fill in with regard to living expenses, tuition and rent) * multiple answers possible	
(1) 支弁方法及び月平均支弁額 Method of support and an amount of support per month (average)	
<input type="checkbox"/> 本人負担 Self	円 Yen
<input checked="" type="checkbox"/> 在外経費支弁者負担 Supporter living abroad	〇〇〇〇 (学費込) Yen
<input type="checkbox"/> 在日経費支弁者負担 Supporter in Japan	円 Yen
<input type="checkbox"/> 奨学金 Scholarship	円 Yen
<input type="checkbox"/> その他 Others	円 Yen
(2) 送金・携行等の別 Remittances from abroad or carrying cash	
<input type="checkbox"/> 外国からの携行 Carrying from abroad	円 Yen
<input checked="" type="checkbox"/> 外国からの送金 Remittances from abroad	〇〇〇〇 (学費込) Yen
(携行者 Name of the individual carrying cash	携行時期 Date and time of carrying cash
<input type="checkbox"/> その他 Others	円 Yen
(3) 経費支弁者 (複数人いる場合は全てについて記入すること。) ※任意様式の別紙可 Supporter (If there is more than one, give information on all of the supporters) * another paper may be attached, which does not have to use a prescribed format.	
① 氏名 Name	東海明 DONG HAIMIN
② 住所 Address	〇-〇, ××, △△, Beijing, China
③ 職業 (勤務先の名称) Occupation (place of employment)	Working for a food company (××× Corporation)
④ 年収 Annual income	〇〇〇〇〇 円 Yen (1 CNY ≒ ¥15)

記入不要 Leave blank

修学年数は、「小学校」から「最終学歴」(卒業または卒業見込の学校)までの在籍年数を合計し、記入してください。How many years of formal education do you have (from elementary school to last institution that you graduated/will graduate from prior to entry to Japan)?

該当箇所をチェックしてください (卒業見込の場合は在学中をチェックする)。Please put ✓ in the relevant boxes. If you are still enrolled in school, ✓ "in school".

記入不要 Leave blank

支弁方法をチェックし、1 か月にかかる学費と生活費の合計を記入してください。(年間の学費は781,000円です。1 か月の学費は約65,000円です。) Check the payment method and write the total tuition and living expenses for one month.

(The annual tuition is 781,000 yen, which is about 65,000 yen per month.)

月平均支弁額(円) = 65,000円 + 1 か月あたりの生活費(円) 1 か月あたりの生活費は、様式Fの「2. (2) 生活費」と相違がないようにしてください。

Amount of support per month (JPY) = 65,000円 (Yen) + Living expenses per month.

Ensure amount matches that entered in "Living expenses per month" on form F. 2 (2).

会社員の場合には、「貿易会社勤務」等、自営業の場合には、「飲食店経営」等、事業内容がわかるように記入し、下段に会社名を記入してください。Write a short description of the business (e.g. "Working for trading company" etc. in case of company employee, "Restaurant management" etc. in case of self-employed) and write the company name underneath.

日本円に換算して記入してください。右の余白には、換金レートも記入してください。
Write in Japanese Yen. Also write the cash rate in the right margin.

SAMPLE

【様式 Form E-3】

申請人等作成用 3 P (「留学」)

在留資格認定証明書用

For applicant, part 3 P ("Student")

For certificate of eligibility

(4) 申請人との関係 (上記(1)で在外経費支弁者負担又は在日経費支弁者負担を選択した場合に記入)

Relationship with the applicant (Check one of the followings when your answer to the question 26(1) is supporter living abroad or Japan)

- ☐ 夫 ☐ 妻 ☒ 父 ☐ 母 ☐ 祖父 ☐ 祖母 ☐ 養父 ☐ 養母
Husband Wife Father Mother Grandfather Grandmother Foster father Foster mother
☐ 兄弟姉妹 ☐ 叔父(伯父)・叔母(伯母) ☐ 受入教育機関 ☐ 友人・知人
Brother / Sister Uncle / Aunt Educational institution Friend / Acquaintance
☐ 友人・知人の親族 ☐ 取引関係者・現地企業等職員
Relative of friend / acquaintance Business connection / Personnel of local enterprise
☐ 取引関係者・現地企業等職員の親族 ☐ その他 ()
Relative of business connection / personnel of local enterprise Others

該当箇所をチェックしてください。
Please put ✓ in the relevant boxes.

(5) 奨学金支給機関 (上記(1)で奨学金を選択した場合に記入) ※複数選択可

Organization which provide scholarship (Check one of the following when the answer to the question 26(1) is scholarship) * multiple answers possible

- ☐ 外国政府 ☐ 日本国政府 ☐ 地方公共団体
Foreign government Japanese government Local government
☐ 公益社団法人又は公益財団法人 () ☐ その他 ()
Public interest incorporated association / Others
Public interest incorporated foundation

27 卒業後の予定 Plans after graduation

- ☐ 帰国 ☒ 日本での進学
Return to home country Enter school of higher education in Japan
☐ 日本での就職 ☐ その他 ()
Find work in Japan Others

28 本邦における申請人の監護人 (通学先が中学校又は小学校の場合に記入)

Actual guardian in Japan (Fill in the following if the applicant is to study at a junior high school or elementary school)

- (1) 氏名 (2) 本人との関係
Name Relationship with the applicant
(3) 住所
Address
電話番号 携帯電話番号
Telephone No. Cellular Phone No.

29 申請人, 法定代理人, 法第7条の2第2項に規定する代理人

Applicant, legal representative or the authorized representative, prescribed in Paragraph 2 of Article 7-2.

- (1) 氏名 (2) 本人との関係
Name Relationship with the applicant
(3) 住所
Address
電話番号 携帯電話番号
Telephone No. Cellular Phone No.

記入不要 Leave blank

以上の記載内容は事実と相違ありません。
申請人(代理人)の署名/申請書作成年月日

I hereby declare that the statement given above is true and correct.
Signature of the applicant (representative) / Date of filling in this form

年 月 日
Year Month Day

注 意 申請書作成後申請までに記載内容に変更が生じた場合, 申請人(代理人)が変更箇所を訂正し, 署名すること。
Attention In cases where descriptions have changed after filling in this application form up until submission of this application, the applicant (representative) must correct the part concerned and sign their name.

※ 取次者 Agent or other authorized person

- (1) 氏名 (2) 住所
Name Address
(3) 所属機関等 Organization to which the agent belongs
電話番号 Telephone No.

SAMPLE

【様式 Form F】

経費支弁書
AFFIDAVIT OF FINANCIAL SUPPORT

必ず経費支弁者本人が日本語または英語で記入してください。
This form must be completed by the sponsor in Japanese or English.

日本国法務大臣 殿
TO THE MINISTER OF JUSTICE, JAPAN

学生 STUDENT

国籍

STUDENT'S NATIONALITY

China

学生氏名

STUDENT'S NAME

東 海花 DONG HAIHUA

生年月日

DATE OF BIRTH

1997 年 5 月 5 日 (男・女)

(MALE・FEMALE)

私は、このたび上記のものが日本国に入国した場合の経費支弁者になりましたので、下記のとおり経費支弁の引受け経緯を説明するとともに経費支弁について証明します。また、上記の者が在留期間更新許可申請の際には、送金証明書または本人名義の預金通帳（送金事実、経費支弁事実が記載されたもの）の写し等で、生活費等の支弁事実を明らかにする書類を提出します。I, as the financial sponsor of the above-named student, hereby swear that I shall bear all his/her school fees and living expenses during his/her stay in Japan as follows. When he/she extends a College Student visa, I will submit the detailed bank statement or copies of his/her bank account book to prove my remittance.

記

1. 経費支弁の引受け経緯(申請者の経費支弁を引受けた経緯及び申請者との関係について具体的に記載してください。)

Why are you supporting the above-mentioned student? Please explain reasons and your relationship with him/her in detail.

〇〇××△△〇〇××△△〇〇××△△〇〇××△△〇〇××△△〇〇××△△〇〇××△△〇〇××△△
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〇〇××△△〇〇××△△〇〇××△△〇〇××△△〇〇××△△〇〇××△△〇〇××△△〇〇××△△
〇〇××△△〇〇××△△

2. 経費支弁内容 FINANCIAL PLAN

(1) 学 費 TUITION AND FEES : 年間 7 8 1 , 0 0 0 円 (JPY)/YEAR

(2) 生 活 費 LIVING EXPENSES : 月額 〇〇〇〇 円 (JPY)/MONTH

(3) 支弁方法 (送金・振込み等支弁方法を具体的に書いてください。) PAYMENT METHODS (including details of remittance method)?

〇〇××△△〇〇××△△〇〇××△△〇〇××△△〇〇××△△〇〇××△△〇〇××△△〇〇××△△
〇〇××△△〇〇××△△〇〇××△△

以上のとおり相違ありません。I declare that the statements I have given in this form is correct and complete.

経費支弁者 FINANCIAL SPONSOR

〇〇〇〇 年 〇〇 月 〇〇 日

住所 〒
ADDRESS

10××××

〇-〇, ××, △△, Beijing, China

TEL +86-〇〇〇〇〇〇〇〇

氏名(署名)

NAME(SIGNATURE)

東 海明

DONG HAIMIN

学生との関係

RELATIONSHIP WITH STUDENT

Father

経費支弁者の名前を、英語または漢字で記入してください。

Write your sponsor's name in English or Kanji.

経費支弁者の印鑑を押すか、手書きで署名してください。 Include the seal or signature of your sponsor.

入学検定料納入方法

APPLICATION FEE PAYMENT METHOD

1. 日本国内から納入する場合 Paying from within Japan

入学検定料振込用紙を使用し銀行で支払ってください。
Please pay at a bank using the form below.

(入学検定料納入後、本人が切り離してください。)

〈入学検定料振込用紙〉

2021年度 東海大学 別科日本語研修課程選抜 〈入学検定料〉

① 振込連絡票

依頼人 (出願者)	カタカナ	国籍
--------------	------	----

出願する方式の右側に○をしてください。

選考方法	別科日本語研修課程選抜（春学期）	
	別科日本語研修課程選抜（秋学期）	

出願者へのお願い

- ①票は黒のボールペンで記入してください。
※印欄は記入しないでください。
- 「取扱銀行収納印」がないものは無効となります。
- ①票は、他の出願書類とともに郵送してください。

(入学検定料納入後、本人が切り離してください。)

2021年度 東海大学 別科日本語研修課程選抜 〈入学検定料〉

② 振込連絡票

依頼日	年 月 日	金額(円)	¥ 1 0 0 0 0
取まとめ 銀行	横浜銀行 東海大学駅前支店	受取人	学校法人東海大学
依頼人 (出願者)		整理番号	9 7 0 0 0 0 0 1

出願者へのお願い

- ②票は黒のボールペンで記入してください。
- ②票は、入学検定料の領収書となりますので「取扱銀行収納印」を確認のうえ、切り離して大切に保存してください。
- 「取扱銀行収納印」がないものは無効となります。
- いったん振込まれた入学検定料の返還は、いかなる理由があっても認めません。

(銀行が切り離してください。)

電信扱

2021年度 東海大学 別科日本語研修課程選抜 〈入学検定料〉

③ 振込依頼書

依頼日	年 月 日	振込指定	電信扱	手数料	
取まとめ 銀行	横浜銀行 東海大学駅前支店	預金 種目	普通預金	口座 番号	6146202
		金額(円)	¥ 1 0 0 0 0		
受取人	口座 名	略称	ガク トウカイ	内 訳	現金
		学校法人 東海大学	当店券		
ご依頼人 (出願者)	整理番号	出願者氏名 (カタカナ)			他店券
		9 7 0 0 0 0 0 1			
現住所 〒	TEL				

取扱銀行へのお願い

- 右枠内の取扱期限をすぎたものは、受付けないでください。
- 太枠内を打電してください。
- 直接コンピュータで処理するため「整理番号・出願者氏名(カタカナ)」の順番で必ず打電してください。
- 取扱銀行収納印は①・②・③にもれなく正確に押し、④・⑤を依頼人にお返しください。

大学送付用

取扱銀行収納印

1

(期限後の取扱不可)

※受験番号

本人保存用

取扱銀行収納印

2

(期限後の取扱不可)

左記の金額を入学検定料として
受領いたしました。

銀行

支店

取扱銀行保存用

取扱銀行収納印

3

(期限後の取扱不可)

出願者へのお願い

- ③票は黒のボールペンで記入してください。
- 現金自動預け払い機(ATM)は、**利用しないでください。**

銀行取扱期限

春学期：2020年10月2日(金)
秋学期：2021年4月16日(金)

2. 海外から納入する場合 Paying from outside Japan

「WU® GlobalPay for Students」のサイトにアクセスし手順を進めてください。

Visit the “WU® GlobalPay for Students” website and proceed with the input. <https://student.globalpay.wu.com/>

1 画面目では以下のとおり選択してください。

Make the following selections on the 1st screen.

2 画面目ではリストの中から現在お住まいの国を選択した後、『1. Application fee for Japanese Language Course』の Include のボックスにチェックをいれてください。

On the 2nd screen, select your country of residence from among the given choices, then check the Include box of “1. Application fee for Japanese Language Course”.

* お住まいの国が表示されない場合は、東海大学国際教育センター事務室留学生入試係にお知らせください。

* If you can't choose your country of residence, please contact the OASIS.

3 画面目より各自で選択、入力をし、送金手順を進めてください。

From the 3rd screen, choose from among the given choices, input information and proceed with the remittance procedure.

* 受験番号を入力する欄には、“JL0000”と入力してください。

* Enter JL0000 for the examination number.

送金明細票（原本）を他の出願書類とともに東海大学国際教育センター事務室留学生入試係宛にEMS、DHL等で送付してください。

Send the original remittance receipt to the OASIS with other application forms by EMS/DHL.

提出書類チェックシート

CHECKLIST FOR APPLICATION SUBMISSION

出願者氏名
APPLICANT'S NAME

国籍
NATIONALITY

同封する書類についてチェックしてください。 Please put ✓ in the appropriate boxes for the enclosed documents.
 原本返却を希望する書類は、“原本返却” 欄にチェックをつけてください。
 Please put ✓ in “Return the original document” if you wish to get the original copy back.

✓	訳文 Translation	原本返却 Return the original document	書類 Enclosed documents
			1 ④振込連絡票【様式A-1】または送金明細票 ④Domestic transfer form【Form A-1】or Remittance receipt
			2 写真 4枚 ID photo × 4
			3 提出書類チェックシート【様式B】 Checklist for application submission【Form B】
			4 入学願書【様式C】 Application form【Form C】
			5 高等学校に関する書類 CERTIFICATE FROM HIGH SCHOOL
			① 卒業証書または卒業（見込）証明書 Diploma or Certificate of (expected) graduation
			② 成績証明書 Academic transcripts
			③ 全国統一試験の成績証明書 Results / Transcripts of the national standard test
			6 大学に関する書類 CERTIFICATE FROM UNIVERSITY / COLLEGE
			① 卒業証書または卒業（見込）証明書または他の証明書 Diploma or Certificate of (expected) graduation or Certificate of other
			② 成績証明書 Academic transcripts
			③ 学位取得証明書 Certificate of degree
			7 日本語能力証明書 Proof of Japanese proficiency
			8 出願者の在職証明書 Certificate of employment for applicant
			9 出願者の家族に関する調査書類【様式D】 Family list【Form D】
			10 在留資格認定証明書交付申請書【様式E】 Application for Certificate of Eligibility【Form E】
			11 パスポートのコピー Photocopy of passport
			12 経費支弁書【様式F】 Affidavit of financial support【Form F】
			13 出願者との関係を証明する書類 Official certificate showing the relationship between the applicant and the sponsor
			14 在職証明書または他の書類 Certificate of employment or other documents
			15 総所得を証明する書類（1年分／3年分） Certificate of annual income (past one year / past three years)
			16 預貯金残高証明書 Bank balance certificate
			17 預貯金通帳のコピー Photocopy of pass books
			18 居民戸口簿・暫住証のコピー Photocopy of the latest “Chinese household register” / “Temporary resident register”
			19 住民票の写し Certificate of resident register

2021年度 東海大学 別科日本語研修課程 入学願書

APPLICATION FORM FOR ADMISSION TO
THE JAPANESE LANGUAGE COURSE FOR INTERNATIONAL
STUDENTS OF TOKAI UNIVERSITY 2021

この位置に写真を
貼ること

Paste a photo

最近3か月以内に撮影した
正面上半身・脱帽で明瞭な
もの。縦4cm×横3cm、枠
なし、白黒カラー共に可。

Photo 3 cm × 4 cm taken
within 3 months, half length,
without hat, full front face,
no frame, color or black and
white.

必ず出願者本人が日本語または英語で記入してください。
This form must be completed by the applicant in Japanese or English.

氏 名 Name	カタカナ In Katakana				
	漢字 In Chinese characters if any	姓		名	
	英字 In English	Family name		First & Middle name	
生年月日	Date of birth 年 月 日 Y. M. D.	年 齢	Age	性 別	Gender 男 女 Male Female
国 籍	Nationality	出生地	Place of birth	配偶者	Marital status 有 無 Married Single
現 住 所	Present address				
	Zip code				
	Phone		Mobile		
E-mail					

本国における連絡先 Contact person in home country

氏 名	Name	出願者 との 関 係	Relationship to applicant
現 住 所	Present address		
	Zip code		
	Phone		Mobile
E-mail			

在日連絡人 Contact person in Japan

氏 名	Name	出願者 との 関 係	Relationship to applicant
現 住 所	Present address 〒		
	Phone		Mobile
	E-mail		

東海大学にあなたの知人はいますか。 Do you know anyone at Tokai University?

氏 名	Name	出願者 との 関 係	Relationship to applicant
-----	------	------------------	---------------------------

経費支弁者 Financial Sponsor

氏 名	Name	出願者 との 関 係	Relationship to applicant
-----	------	------------------	---------------------------

手続書類送付先(受験票・在留資格認定証明書・入学手続書類)

All the documents from Tokai University should be sent to this address:

☐ 出願者本人
Applicant

☐ 在日連絡人
Contact person in Japan

学歴 Educational background

初等教育（小学校）から最終学歴まで、在学したすべての学校を年代順に記入してください。

List all schools from elementary to your final institution in chronological order.

小 学 校 Primary School	学校名 Name of school		年 Y.	月 M.	～	年 Y.	月 M.
	所在地 Address						年間 No. of years
中 学 校 Jr. High School	学校名 Name of school		年 Y.	月 M.	～	年 Y.	月 M.
	所在地 Address						年間 No. of years
高等学校 High School	学校名 Name of school		年 Y.	月 M.	～	年 Y.	月 M.
	所在地 Address						年間 No. of years
そ の 他 Other	学校名 Name of school		年 Y.	月 M.	～	年 Y.	月 M.
	所在地 Address						年間 No. of years
大 学 University/ College	学校名 Name of school	学士 Bachelor <input type="checkbox"/> 有 Yes <input type="checkbox"/> 無 No	年 Y.	月 M.	～	年 Y.	月 M.
	学部名 School		<input type="checkbox"/> 卒業 Graduated <input type="checkbox"/> 在学中 In school <input type="checkbox"/> 中退 Withdrawal				
	学科名 Department		<input type="checkbox"/> 卒業見込 Expected to graduate <input type="checkbox"/> 休学中 Temporary absence				
	所在地 Address						年間 No. of years
大 学 院 Graduate School	学校名 Name of school	修士 Master <input type="checkbox"/> 博士 Doctor	年 Y.	月 M.	～	年 Y.	月 M.
	研究科名 Graduate School		<input type="checkbox"/> 卒業 Graduated <input type="checkbox"/> 在学中 In school <input type="checkbox"/> 中退 Withdrawal				
	専攻名 Course		<input type="checkbox"/> 卒業見込 Expected to graduate <input type="checkbox"/> 休学中 Temporary absence				
	所在地 Address						年間 No. of years

職歴 Work experience

職歴（兵役を含む）がある場合は年代順に記入してください。なければ、「なし」と記入してください。

List your work experience (including military obligation) in chronological order. If there is none, fill in “N/A”.

会社名 Name of Company	会社所在地（国・市） Address（Country & City）	職務内容 Job description	在職期間 From, to
			年 Y. 月 M. ～ 年 Y. 月 M.
			年 Y. 月 M. ～ 年 Y. 月 M.

さらに職歴がある場合は、余白または別紙に記入してください。 Use margin or separate sheet for more work experience.

日本語学習歴 Japanese language educational background

日本語教育を受けたことがある場合は年代順に記入してください。なければ、「なし」と記入してください。

List school to have received Japanese language education in chronological order. If there is none, fill in “N/A”.

学校名 Name of School	学校所在地（国・市） Address（Country & City）	在学期間 From, to	総学習時間 Total hours
		年 月 年 月 Y. M. ~ Y. M.	
		年 月 年 月 Y. M. ~ Y. M.	

日本語能力の証明 Proof of Japanese language proficiency

日本語能力試験 Japanese Language Proficiency Test	級合格 level passed	点 points	<input type="checkbox"/> 未受験 Never taken
日本留学試験（読解・聴解・聴読解の合計点） Examination for Japanese University（except writing）	点 points		<input type="checkbox"/> 未受験 Never taken
J.TEST 実用日本語検定 J.TEST, Test of Practical Japanese	級合格 level passed	点 points	<input type="checkbox"/> 未受験 Never taken
日本語NAT-TEST The Japanese Language NAT-TEST	級合格 level passed	点 points	<input type="checkbox"/> 未受験 Never taken
その他 Others			

日本への出入国歴 Embarkation and disembarkation in Japan

日本に来たことがある場合は年代順に記入してください。なければ、「なし」と記入してください。

List your embarkation and disembarkation in Japan in chronological order. If there is none, fill in “N/A”.

入国年月日 Date of entry (Y./M./D.)	出国年月日 Date of departure (Y./M./D.)	在留資格 Visa status	入国目的 Purpose of entry
年 月 日 Y. M. D.	年 月 日 Y. M. D.		
年 月 日 Y. M. D.	年 月 日 Y. M. D.		
年 月 日 Y. M. D.	年 月 日 Y. M. D.		
年 月 日 Y. M. D.	年 月 日 Y. M. D.		
年 月 日 Y. M. D.	年 月 日 Y. M. D.		

さらに出入国歴がある場合は、別紙に記入してください。 Use separate sheet for more entries.

在留資格認定証明書の交付申請歴 History of application for Certificate of Eligibility

今までに申請したことがある場合は年代順に記入してください。なければ、「なし」と記入してください。

List your history of application for Certificate of Eligibility in chronological order. If there is none, fill in “N/A”.

申請年月 Date of application (Y./M.)	申請資格 Purpose of application	申請先 Authority of application	申請結果 Result of application
年 月 Y. M.			<input type="checkbox"/> 交付 Issued <input type="checkbox"/> 不交付 Denied <input type="checkbox"/> 未使用 Not used
年 月 Y. M.			<input type="checkbox"/> 交付 Issued <input type="checkbox"/> 不交付 Denied <input type="checkbox"/> 未使用 Not used

過去に在留資格認定証明書の交付申請を行い不交付になったことがある場合は、入国管理局宛の再申請願（過去に不交付となった原因とその対応を明記）を作成し、提出してください。

An applicant who has applied for the Certificate of Eligibility in the past but was rejected should attach a letter or reapplication outlining the reason for rejection and actions taken for the improvement.

日本語研修課程修了後の進学希望先を必ず1箇所記入してください。(入試要項 P. 11-12 参照)

Desired course after completion of the Japanese Language Course. (refer to page 11-12)

【東海大学 Tokai University】

<input type="checkbox"/> 学部 Undergraduate	学部 School	学科 Department	専攻・課程 Course
<input type="checkbox"/> 大学院 Graduate	研究科 Graduate School	専攻 Course	

上記の分野を学びたい理由について将来の目標等にも触れながら具体的に記入してください。

Why are you interested in studying about the above mentioned field? Please explain your reasons and future goals.

日本に留学したい理由及び東海大学を志望する理由について、具体的に記入してください。

Why do you want to study in Japan and at Tokai University? Please explain your reasons in detail.

以上のことはすべて事実であり、私が記入したものです。

I hereby declare that the above information I have given is true and correct and has been written by myself.

作成年月日 Date :年.....月.....日
Y.....M.....D.

本人署名 Signature of applicant :

必ず出願者本人が日本語または英語で記入してください。
This form must be completed by the applicant in Japanese or English.

出願者氏名
APPLICANT'S NAME

記入日 年 月 日
DATE Y. M. D

離婚・死亡している場合においても、その詳細を記入してください。

Please indicate all family members (e.g. father, mother, spouse, son, daughter, brother, sister or others) *Indicate even in the case of divorce or death.

[illegible]

別記第六号の三様式(第六条の二関係)

申請人等作成用 1

For applicant, part 1

日本国政府法務省

Ministry of Justice, Government of Japan

在留資格認定証明書交付申請書
APPLICATION FOR CERTIFICATE OF ELIGIBILITY

法 務 大 臣 殿

To the Minister of Justice

出入国管理及び難民認定法第7条の2の規定に基づき、次のとおり同法第7条第1項第2号に掲げる条件に適合している旨の証明書の交付を申請します。

Pursuant to the provisions of Article 7-2 of the Immigration Control and Refugee Recognition Act, I hereby apply for the certificate showing eligibility for the conditions provided for in 7, Paragraph 1, Item 2 of the said Act.

写 真

Photo

40mm × 30mm

1 国籍・地域 Nationality/Region	2 生年月日 Date of birth			年 Year	月 Month	日 Day
3 氏名 Name	Family name → Given name					
4 性別 Sex	男 Male	女 Female	5 出生地 Place of birth	6 配偶者の有無 Marital status		
7 職業 Occupation	8 本国における居住地 Home town/city			有 ・ 無 Married / Single		
9 日本における連絡先 Address in Japan	神奈川県平塚市北金目4-1-1					
電話番号 Telephone No.	0463-58-1211			携帯電話番号 Cellular phone No.		
10 旅券 (1) 番号 Passport Number	(2) 有効期限 Date of expiration			年 Year	月 Month	日 Day
11 入国目的 (次のいずれか該当するものを選んでください。) Purpose of entry: check one of the followings						
<input type="checkbox"/> I「教授」 "Professor" <input type="checkbox"/> I「教育」 "Instructor" <input type="checkbox"/> J「芸術」 "Artist" <input type="checkbox"/> J「文化活動」 "Cultural Activities" <input type="checkbox"/> K「宗教」 "Religious Activities" <input type="checkbox"/> L「報道」 "Journalist"						
<input type="checkbox"/> L「企業内転勤」 "Intra-company Transferee" <input type="checkbox"/> L「研究(転勤)」 "Researcher (Transferee)" <input type="checkbox"/> M「経営・管理」 "Business Manager" <input type="checkbox"/> N「研究」 "Researcher" <input type="checkbox"/> N「技術・人文知識・国際業務」 "Engineer / Specialist in Humanities / International Services"						
<input type="checkbox"/> N「介護」 "Nursing Care" <input type="checkbox"/> N「技能」 "Skilled Labor" <input type="checkbox"/> N「特定活動(研究活動等)」 "Designated Activities (Researcher or IT engineer of a designated org)" <input type="checkbox"/> N「特定活動(本邦大学卒業者)」 "Designated Activities (Graduate from a university in Japan)"						
<input type="checkbox"/> V「特定技能(1号)」 "Specified Skilled Worker (i)" <input type="checkbox"/> V「特定技能(2号)」 "Specified Skilled Worker (ii)" <input checked="" type="checkbox"/> P「留学」 "Student" <input type="checkbox"/> Q「研修」 "Trainee"						
<input type="checkbox"/> Y「技能実習(1号)」 "Technical Intern Training (i)" <input type="checkbox"/> Y「技能実習(2号)」 "Technical Intern Training (ii)" <input type="checkbox"/> Y「技能実習(3号)」 "Technical Intern Training (iii)" <input type="checkbox"/> R「家族滞在」 "Dependent"						
<input type="checkbox"/> R「特定活動(研究活動等家族)」 "Designated Activities (Dependent of Researcher or IT engineer of a designated org)" <input type="checkbox"/> R「特定活動(EPA家族)」 "Designated Activities (Dependent of EPA)" <input type="checkbox"/> R「特定活動(本邦大卒者家族)」 "Designated Activities (Dependent of Graduate from a university in Japan)"						
<input type="checkbox"/> T「日本人の配偶者等」 "Spouse or Child of Japanese National" <input type="checkbox"/> T「永住者の配偶者等」 "Spouse or Child of Permanent Resident" <input type="checkbox"/> T「定住者」 "Long Term Resident"						
<input type="checkbox"/> 「高度専門職(1号イ)」 "Highly Skilled Professional(i)(a)" <input type="checkbox"/> 「高度専門職(1号ロ)」 "Highly Skilled Professional(i)(b)" <input type="checkbox"/> 「高度専門職(1号ハ)」 "Highly Skilled Professional(i)(c)" <input type="checkbox"/> U「その他」 "Others"						
12 入国予定年月日 Date of entry	2021 年 月 日			13 上陸予定港 Port of entry		
14 滞在予定期間 Intended length of stay	1年			15 同伴者の有無 Accompanying persons, if any		
16 査証申請予定地 Intended place to apply for visa				有 ・ 無 Yes / No		
17 過去の出入国歴 Past entry into / departure from Japan	有 ・ 無 Yes / No					
(上記で「有」を選択した場合) (Fill in the followings when the answer is "Yes")						
回数 time(s)	直近の出入国歴 The latest entry from	年 Year	月 Month	日 Day	から to	年 月 日 Year Month Day
18 犯罪を理由とする処分を受けたことの有無 (日本国外におけるものを含む。) Criminal record (in Japan / overseas)				有 (具体的内容) Yes (Detail):) ・ 無 / No		
19 退去強制又は出国命令による出国の有無 Departure by deportation / departure order				有 ・ 無 Yes / No		
(上記で「有」を選択した場合) 回数 直近の送還歴 (Fill in the followings when the answer is "Yes")				年 月 日 Year Month Day		
20 在日親族(父・母・配偶者・子・兄弟姉妹など)及び同居者 Family in Japan (Father, Mother, Spouse, Son, Daughter, Brother, Sister or others) or co-residents						
有 (「有」の場合は、以下の欄に在日親族及び同居者を記入してください。) ・ 無 Yes (If yes, please fill in your family members in Japan and co-residents in the following columns) / No						

続柄 Relationship	氏名 Name	生年月日 Date of birth	国籍・地域 Nationality/Region	同居予定の有無 Intended to reside with applicant or not	勤務先名称・通学先名称 Place of employment/school	在留カード番号 特別永住者証明書番号 Residence card number Special Permanent Resident Certificate number
				有・無 Yes / No		
				有・無 Yes / No		
				有・無 Yes / No		
				有・無 Yes / No		

※ 3について、有効な旅券を所持する場合は、旅券の身分事項ページのとおりに記載してください。

Regarding item 3, if you possess your valid passport, please fill in your name as shown in the passport.

20については、記載欄が不足する場合は別紙に記入して添付すること。なお、「研修」、「技能実習」に係る申請の場合は、「在日親族」のみ記載してください。

Regarding item 20, if there is not enough space in the given columns to write in all of your family in Japan, fill in and attach a separate sheet.

In addition, take note that you are only required to fill in your family members in Japan for applications pertaining to "Trainee" or "Technical Intern Training".

(注) 裏面参照の上、申請に必要な書類を作成して下さい。 Note: Please fill in forms required for application. (See notes on reverse side.)

申請人等作成用 2 P (「留学」)

在留資格認定証明書用

For applicant, part 2 P ("Student")

For certificate of eligibility

21 通学先 Place of study

(1) 名称

Name of school

東海大学 (湘南校舎)

(2) 所在地

Address

〒259-1292 神奈川県平塚市北金目4-1-1

(3) 電話番号

Telephone No.

0463-58-1211

22 修学年数 (小学校～最終学歴)

Total period of education (from elementary school to last institution of education)

年

Years

23 最終学歴 (又は現在在学中の学校) Education (last school or institution) or present school

(1) 在籍状況

☐ 卒業☐ 在学中☐ 休学中☐ 中退

Registered enrollment

Graduated

In school

Temporary absence

Withdrawal

☐ 大学院 (博士)☐ 大学院 (修士)☐ 大学☐ 短期大学☐ 専門学校

Doctor

Master

Bachelor

Junior college

College of technology

☐ 高等学校☐ 中学校☐ 小学校☐ その他 ()

Senior high school

Junior high school

Elementary school

Others

(2) 学校名

Name of the school

(3) 卒業又は卒業見込み年月

Date of graduation or expected graduation

年

月

Year

Month

24 日本語能力 (専修学校又は各種学校において日本語教育以外の教育を受ける場合に記入)

Japanese language ability (Fill in the followings when the applicant plans to study at advanced vocational school or vocational school (except Japanese language))

☐ 試験による証明 Proof based on a Japanese language test

(1) 試験名 Name of the test

(2) 級又は点数

Attained level or score

☐ 日本語教育を受けた教育機関及び期間 Organization and period to have received Japanese language education

機関名

Organization

期間:

Period from

年

月

から

年

月

まで

Year

Month

to

Year

Month

☐ その他

Others

25 日本語学習歴 (高等学校において教育を受ける場合に記入)

Japanese education history (Fill in the followings when the applicant plans to study in high school)

日本語の教育又は日本語による教育を受けた教育機関及び期間

Organization and period to have received Japanese language education / received education by Japanese language

機関名

Organization

期間:

Period from

年

月

から

年

月

まで

Year

Month

to

Year

Month

26 滞在費の支弁方法等 (生活費、学費及び家賃について記入すること。) ※複数選択可

Method of support to pay for expenses while in Japan (fill in with regard to living expenses, tuition and rent) * multiple answers possible

(1) 支弁方法及び月平均支弁額 Method of support and an amount of support per month (average)

☐ 本人負担

円

☐ 在外経費支弁者負担

円

Self

Yen

Supporter living abroad

Yen

☐ 在日経費支弁者負担

円

☐ 奨学金

円

Supporter in Japan

Yen

Scholarship

Yen

☐ その他

円

Others

Yen

(2) 送金・携行等の別 Remittances from abroad or carrying cash

☐ 外国からの携行

円

☐ 外国からの送金

円

Carrying from abroad

Yen

Remittances from abroad

Yen

(携行者

携行時期

) ☐ その他

円

Name of the individual

Date and time of

Others

Yen

carrying cash

carrying cash

(3) 経費支弁者 (複数人いる場合は全てについて記入すること。) ※任意様式の別紙可

Supporter (If there is more than one, give information on all of the supporters) * another paper may be attached, which does not have to use a prescribed format.

① 氏名

Name

② 住所

Address

電話番号

Telephone No.

③ 職業 (勤務先の名称)

Occupation (place of employment)

電話番号

Telephone No.

④ 年収

円

Annual income

Yen

申請人等作成用 3 P (「留学」)

在留資格認定証明書用

For applicant, part 3 P ("Student")

For certificate of eligibility

(4) 申請人との関係 (上記(1)で在外経費支弁者負担又は在日本経費支弁者負担を選択した場合に記入)

Relationship with the applicant (Check one of the followings when your answer to the question 26(1) is supporter living abroad or Japan)

- ☐ 夫 ☐ 妻 ☐ 父 ☐ 母 ☐ 祖父 ☐ 祖母 ☐ 養父 ☐ 養母
 Husband Wife Father Mother Grandfather Grandmother Foster father Foster mother
☐ 兄弟姉妹 ☐ 叔父(伯父)・叔母(伯母) ☐ 受入教育機関 ☐ 友人・知人
 Brother / Sister Uncle / Aunt Educational institution Friend / Acquaintance
☐ 友人・知人の親族 ☐ 取引関係者・現地企業等職員
 Relative of friend / acquaintance Business connection / Personnel of local enterprise
☐ 取引関係者・現地企業等職員の親族 ☐ その他 ()
 Relative of business connection / personnel of local enterprise Others

(5) 奨学金支給機関 (上記(1)で奨学金を選択した場合に記入) ※複数選択可

Organization which provide scholarship (Check one of the following when the answer to the question 26(1) is scholarship) * multiple answers possible

- ☐ 外国政府 ☐ 日本国政府 ☐ 地方公共団体
 Foreign government Japanese government Local government
☐ 公益社団法人又は公益財団法人 () ☐ その他 ()
 Public interest incorporated association / Public interest incorporated foundation Others

27 卒業後の予定 Plans after graduation

- ☐ 帰国 ☒ 日本での進学
 Return to home country Enter school of higher education in Japan
☐ 日本での就職 ☐ その他 ()
 Find work in Japan Others

28 本邦における申請人の監護人(通学先が中学校又は小学校の場合に記入)

Actual guardian in Japan (Fill in the following if the applicant is to study at a junior high school or elementary school)

(1) 氏名 (2) 本人との関係
 Name Relationship with the applicant

(3) 住所
 Address
 電話番号 携帯電話番号
 Telephone No. Cellular Phone No.

29 申請人, 法定代理人, 法第7条の2第2項に規定する代理人

Applicant, legal representative or the authorized representative, prescribed in Paragraph 2 of Article 7-2.

(1) 氏名 (2) 本人との関係
 Name 東海大学 Relationship with the applicant 受入教育機関職員

(3) 住所
 Address 〒259-1292 神奈川県平塚市北金目4-1-1
 電話番号 携帯電話番号
 Telephone No. 0463-58-1211 Cellular Phone No.

以上の記載内容は事実と相違ありません。
 申請人(代理人)の署名/申請書作成年月日

I hereby declare that the statement given above is true and correct.
 Signature of the applicant (representative) / Date of filling in this form
 年 月 日
 Year Month Day

注 意 申請書作成後申請までに記載内容に変更が生じた場合, 申請人(代理人)が変更箇所を訂正し, 署名すること。
 Attention In cases where descriptions have changed after filling in this application form up until submission of this application, the applicant (representative) must correct the part concerned and sign their name.

※ 取次者 Agent or other authorized person

(1) 氏名 (2) 住所
 Name Address
 (3) 所属機関等 Organization to which the agent belongs 電話番号 Telephone No.

経 費 支 弁 書

AFFIDAVIT OF FINANCIAL SUPPORT

必ず経費支弁者本人が日本語または英語で記入してください。
This form must be completed by the sponsor in Japanese or English.

日本国法務大臣 殿
TO THE MINISTER OF JUSTICE, JAPAN

学生 STUDENT

国籍

STUDENT'S NATIONALITY

学生氏名

STUDENT'S NAME

生年月日

DATE OF BIRTH

年

Y.

月

M.

日

D.

(男・女)

(MALE・FEMALE)

私は、このたび上記のものが日本国に入国した場合の経費支弁者になりましたので、下記のとおり経費支弁の引受け経緯を説明するとともに経費支弁について証明します。また、上記の者が在留期間更新許可申請の際には、送金証明書または本人名義の預金通帳（送金事実、経費支弁事実が記載されたもの）の写し等で、生活費等の支弁事実を明らかにする書類を提出します。I, as the financial sponsor of the above-named student, hereby swear that I shall bear all his/her school fees and living expenses during his/her stay in Japan as follows. When he/she extends a College Student visa, I will submit the detailed bank statement or copies of his/her bank account book to prove my remittance.

記

1. 経費支弁の引受け経緯(申請者の経費支弁を引受けた経緯及び申請者との関係について具体的に記載してください。)

Why are you supporting the above-mentioned student? Please explain reasons and your relationship with him/her in detail.

2. 経費支弁内容 FINANCIAL PLAN

(1) 学 費 TUITION AND FEES : 年間 7 8 1 , 0 0 0 円 (JPY)/YEAR

(2) 生 活 費 LIVING EXPENSES : 月額 円 (JPY)/MONTH

(3) 支弁方法 (送金・振込み等支弁方法を具体的に書いてください。) PAYMENT METHODS (including details of remittance method)?

以上のとおり相違ありません。I declare that the statements I have given in this form is correct and complete.

経費支弁者 FINANCIAL SPONSOR

年

Y.

月

M.

日

D.

住所 〒

ADDRESS

TEL

氏名(署名)

NAME(SIGNATURE)

Ⓜ SEAL

学生との関係

RELATIONSHIP WITH STUDENT