

(For College Student VISA)

## Documents for admission

〈Applicant〉

1. APPLICATION FOR ADMISSION (Prescribed form of ASJ)  
Stick a picture on the application form.
2. PERSONAL RECORDS  
**This must be written by yourself.** Fill the forms carefully not to make any omissions. Explanation should be described in detail, and if you have visited Japan before all records of your visiting should be described.
3. ORIGINAL CERTIFICATE OF GRADUATION  
Issued by the last school attended. This will be returned after the procedure.
4. TRANSCRIPT OF ACADEMIC RECORDS.  
Issued by the last school attended.
5. SIX PHOTOS (3cm×4cm)  
Write applicant's name and nationality on the back.
6. PHOTOCOPY OF YOUR PASSPORT

〈Payer for study〉

7. GUARANTEE LETTER (Prescribed form of ASJ)
8. BANK REMAINDER
9. FAMILY REGISTRATION CERTIFICATE or BIRTH CERTIFICATE  
which certify relation between the applicant and the payer
10. PHOTOCOPY OF PASSPORT or ID
11. PROCESSING FEE ¥20,000.-(Counted as a part of entrance fee )  
**No refund will be made for any reason.**

\* There is a possibility that you have to present the extra documents as occasion demands. Please make your original explanation papers if the format of ASJ does not have enough space for all you want explain or you have particular circumstances.

**【Caution】**

1. All certificates should be original. They will not returned to you except the certificate of graduation.
2. All the certificates should be issued within **one month**.
3. Copy or old certificates will not be accepted.
4. Attach translation in Japanese or English to all documents.