

**There are 4 sheets that you are required to fill out.
DO NOT change the Excel format.**

付 申 請 書

APPLICATION FORM

Place your image of photo taken within the last **2 months**. A photo must be sharp and clear. The applicant should face squarely towards the camera. The background should be plain white. No hats, caps or head coverings.

Photo

40mm x 30mm

法 務 大 臣 殿

1. Specify the country name or nationality. For **DUAL CITIZENSHIP** holder of JAPAN and another country, **NO NEED** to apply for a CoE and visa.

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 in Article 7-1 of the same Act.

3. Fill in your name (**Surname, Given name, Middle name(s)**) in **CAPITAL LETTER** (alphabetical) as appears in your passport.

1 国籍・地域 Nationality/Region **United States of America** 2 生年月日 Date of birth **20XX** 年 Year **X** 月 Month **X** 日 Day

3 氏名 Name **SMITH, JOHN JAMES** 4. 6. Circle the appropriate answers

4 性別 Sex 男 Male / 女 Female 5 出生地 Place of birth **Dallas, TX, USA** 6 配偶者の有無 Marital status 有 Married / 無 Single

7 職業 Occupation **学生 Student** 8 本国における居住地 Home town/city **Waco, TX, USA**

9 日本における連絡先 Address in Japan 〒814-**5. & 8. Fill in the name of city, state (province) and country under the "Place of birth".** 電話番号 Telephone No. Cellular phone No. Leave this field blank

10 旅券 Passport (1) 番号 Number **123456789** (2) 有効期限 Date of expiration **20XX** 年 Year **X** 月 Month **X** 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
 I「教授」 "Professor" I「教育」 "Instructor" J「芸術」 "Artist" J「文化活動」 "Cultural Activities" K「宗教」 "Religious Activities" L「報道」 "Journalist"
 M「経営・管理」 "Business Manager" N「研究」 "Researcher" N「技術・人文知識・国際業務」 "Engineer / Specialist in Humanities / International Services"
 N「特定活動(本邦大学卒業者)」 "Designated Activities (Graduate from a university in Japan)"
 VI「特定技能(1号)」 VI「特定技能(2号)」 O「興行」 P「留学」 Q「研修」

12. Fill in the intended date of entry. *You may change the actual date of entry when you purchase your flight ticket. (tentative date is fine)

14. Fill in "5 months" for one semester and "10 months" for two semesters

16. Fill in the location of the Embassy or Consulate General of Japan where you will apply for your visa

13. Fill in the intended port of arrival in Japan (e.g. Narita, Haneda, Kansai). *You may change the actual port of entry when you purchase your flight ticket.

15. Circle the appropriate answer

12 入国予定年月日 Date of entry **20XX** 年 Year **X** 月 Month **XX** 日 Day 13 上陸予定港 Port of entry **Haneda**

14 滞在予定期間 Intended length of stay (1 semester students) 5 months (2 semester students) 10 months 15 同伴者の有無 Accompanying persons, if any 有 Yes / 無 No

16 査証申請予定地 Intended place to apply for visa **Houston, TX, USA** 17. Circle the appropriate answer. If the answer is "Yes", check your passport to fill in the information below. If you fail to report the accurate record of entry, the CoE will not be issued.

17 過去の出入国歴 Past entry into / departure from Japan (上記で「有」を選択した場合) (Fill in the followings when the answer is "Yes") 回数 **X** 回 直近の出入国歴 The latest entry from **20XX** 年 Year **X** 月 Month **X** 日 Day から **20XX** 年 Year **X** 月 Month **XX** 日 Day

18 過去の在留資格認定証明書交付申請歴 Past history of applying for a certificate of eligibility (上記で「有」を選択した場合) (Fill in the followings when the answer is "Yes") 回数 **X** 回 (うち不交付となった回数) (Of these applications, the number of times of non-issuance) **0** 回 time(s)

19 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まず) ※交通違反等による処分を含む。 有 (具体的内容) Yes (Detail:) 有 () 無 No

20 退去強制又は出国命令による出国の有無 Departure by deportation / departure order (上記で「有」を選択した場合) (Fill in the followings when the answer is "Yes") 回数 **X** 回 直近の送還歴 The latest departure by deportation 年 Year 月 Month 日 Day

21 在日親族(父・母・配偶者・子・兄弟姉妹・祖父母・叔(伯)父・叔(伯)母など)及び同居者 Family in Japan (father, mother, spouse, children, siblings, grandparents, uncle, aunt or others) and cohabitants 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。) 有 () 無 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
	None			有・無 Yes / No		
				有・無 Yes / No		
				有・無 Yes / No		

21. In case you have **NO RELATIVES IN JAPAN**, circle "No". If you have any, fill in the records required.

※ 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.
 21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 21, 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.)
 (注) 申請書に事実と反する記載をしたことが判明した場合には、不利益な扱いを受けることがあります。
 Note : In case of to be found that you have misrepresented the facts in an application, you will be unfavorably treated in the process.

22 通学先 Place of study
 (1)名称 Name of school
 (2)所在地 Address

23. (e.g.) Fill in the total period of education (from elementary school to last institution of education)

23 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 XX

24 最終学歴 (1)在籍状況 (2)学校名 (3)卒業又は卒業見込み年月

24(1). Select your education status

24(2). Fill in the school that you most recently attended (or currently attending).

●● University

20XX 年 X 月

25 経歴(直近5年の職歴及び学歴(高等学校卒業以降のものに限る)を記入)
 Personal history (Work experience and educational background for the last 5 years (limited to those after graduating from senior high school))

始期 Start		終期 Finish		経歴 Personal history	始期 Start		終期 Finish		経歴 Personal history
年 Year	月 Month	年 Year	月 Month		年 Year	月 Month	年 Year	月 Month	
2016	6	2020	6	●● University					
2020	8	2022	10	●● Company (full-time)					
2022									

25. Fill in this field if you have full time work experience and educational background for the last 5 years (limited to those AFTER graduating from high school) including 24 "Education (last school or institution) or present school". Also write the name of the country where you studied or worked.

26-27. Leave these fields blank

27 28. You are required to ensure that the information in 28 is consistent with your financial statement(s) submitted in your Seinan application (e.g. if you submitted your father's bank account statement, you must only select "Supporter living abroad") and fill out your father's info. in 28(2).

28 28(1). The total amount has to be more than 160,000JPY per month.

(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 Self 80,000 Yen
 在日経費支弁者負担 Supporter in Japan
 その他 Others
 在外経費支弁者負担 Supporter living abroad 80,000 Yen
 奨学金 Scholarship

28(2). Fill in the following if your answer to 28(1) is "Supporter living abroad".

(2) 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。)*another paper may be attached, which does not have to use a prescribed format.

①氏名 Name SMITH, CHRIS
 ②住所 Address 1234 Victoria St, Waco, 56789 TX, USA 電話番号 Telephone No. +1-123-456-XXXX
 ③職業(勤務先の名称) Occupation (place of employment) Engineer (XXX Co., Ltd.) 電話番号 Telephone No. +1-789-123-XXXX
 ④年収 Annual income 5,000,000 Yen 28(2)④. Fill in your supporter's annual income in JAPANESE YEN

28(3). Select your relationship with the supporter

(3) 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 27(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

28(4). Only select the organization(s) whose confirmation letter(s) has been submitted to Seinan in your application. (only if already decided)

- 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

(4) 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 27(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

29

30

31

29 - 31. Leave these fields blank

日
ay
rrect

※

【別紙】各種確認書（申請人作成用）
Confirmation Form (for Applicant)

1. Japanese language ability
Please fill in if applicable. If not, leave it black

1 日本語能力（該当するものを全て記載）
Japanese language ability (if applicable)

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 and score

(3) 試験日: []
Date of the test

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

(1) 機関名 []
Organization

(住所) []
Address

(2) 期間: []年 []月 から []年 []月 まで
Period from (Year) (Month) (Year) (Month)

(3) 学習時間: []時間
hour

2 入学選考における語学能力の確認方法（該当するものを全て記載）

2. Leave these fields blank

Fill in your name (Surname, Given name, Middle name(s)) in
CAPITAL LETTER (alphabetical) as appears in your passport.

教育機関／課程等名：
Name of the university /Degree /School
/Department/Program/Course etc. which you are enrolling in.

申請人氏名：
Name of Applicant

西南学院大学/留学生別科