

General Enrollment Regulations

□ Outline

(1) Purpose

It is our utmost purpose to help our students to enter the National / Public & Famous Private Universities and Vocational schools. In this fast-changing society, guide our students to find their brand-new future through the study of Japanese Language in our school.

(2) Location

With the elegant surroundings, our school, which is embraced by many beautiful parks and a fantastic beach, is located near the heart of Tokyo City, 16 minutes by subway from Tokyo Station. It is not only the best place to study and but also to live.

(3) Student capacity

540 students (From China, Korea and 12 countries, etc)

(4) Student Dormitory

Students who registered for dorm-stay program can be offered to stay in the Student Dormitories which are only 5 or 10 minutes by walk or bicycle from our school building. (This semester, there are totally 250 dorm-stay students in our school)

(5) Recruitment Requirement

Students with active studying attitude and solid foundation in English, Mathematics and Japanese.

Students who are willing to face all kinds challenges.

(6) Course & Recruitment Time

Course	Selection Method	Recruitment time	Result	Date of Entry
GE (Half-day)	Participate Interview (Depends on countries) *Please ask us	Document submission time is	End of	Beginning of
		Jan course students (1.3 year) Sep 10 th	November	January
		April course students (1.2 year) Nov 10 th	February	April
		July course students (1.9 year) Feb 10 th	May	July
		Oct course students (1.6 year) May 10 th	August	October

(7) Expenses

Course	Registration fee	Entrance fee	Other Expenses		Tuition		Amount Paid at entrance (For a year)	Amount to pay next year (6months)
			Monthly	Yearly	Monthly	Yearly		
GE(JPY)	20,000	100,000	7,000	84,000	45,000	540,000	744,000	312,000

Notice Other Expenses include: Textbooks & test paper Outdoor Activity (Small trip)

Student Health Insurance International Communication Other Collective Activities

(8) Living Expenses

Dormitory Rental			Living Expenses / Month	
Type	Rental / M	Reference	Water/Electricity/Gas	Meal
Student Dorm	40,000~60,000	Single / Double Room	4,000~	20,000~
House	50,000~	5 times of rental need to be paid as deposit		

Application Documents

1) Necessary Requirement for Application

All the documents presented must be true and the information provided has to be traceable

2) Necessary Requirement for Financial Guarantor

With the capability of direct paying or overseas remitting all the expenses

Applicant (Student)

1) Application Form (Applicants shall write by themselves on our school-assigned form)

2) Curriculum Vitae No 1、Reason for Application No 2

(Applicants shall write by themselves on our school-assigned form)

When filling in Reason for Application (No 2), Please state the reason for application and plans after your graduation in detail.

3) Highest Education Certification (Original)

4) Highest Certification Exam Results (Copy)

E.g.: Exam Result Certification for 3 year of high school, If a student is still studying in high school, his or her exam result from the first year till the time of application shall be presented.

5) Birth Certification

6) Studying Certificate (Original) (if a student is still studying in college or university, he or she shall provide Studying Certificate which shows he or she is continuing the school until the time of application.

7) Working Certification (Working Period shall be stated) (Original)

8) Copy of Household Registration Certificate

9) Recent photo x 6 (3cm×4cm)

10) Copy of passport (if available now)

Notice 1 Either at the age of 5 or 8, when a student attended primary school, a certification shall be provided by the primary school.

Notice 2 If any student with the primary schooling background of only 5 years, a certificate shall be submitted by the school.

Financial Guarantor

1) Agreement of Financial Support (Guarantor shall write by themselves on our school-assigned form)

2) Deposit Certificate (Original) (Equals to 3,000,000.00 Yen or more)

If the Financial Guarantor lives in Japan, after the consultation with our school, certain procedures will be different. If necessary, copy of saving books shall be provided.

3) Certification of Origin for large Deposit (Working Certificate)

4) Document of Financial Guarantor

Copy of Household Registration.