# KOBE TOYO Japanese College Enrollment Application Procedure

Please let us know that you would like to apply
We will send you a list of documents you need to prepare for the application

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Download the application forms from our HP

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### [Contact to] KOBE TOYO Japanese College

Address: 4-5-7 Kitanagasadori, Chuo-ku, Kobe-shi, Hyogo, 650-0012

**JAPAN** 

TEL: 81+(0) 78-333-1127 FAX: 81+(0) 78-333-1158 E-Mail: info@jp-college.com

URL: <a href="http://www.jp-college.com">http://www.jp-college.com</a> ( ← download from here)

#### [For checking the application documents]

Please download the application forms from the address above mentioned. Please email or fax the documents you filled and prepared before you send them to us by air.

# Submit all the documents before the deadline

November 30 for April
enrollment
March 31 for July
enrollment
May 31 for October
enrollment
September 30 for January
enrollment

#### [Submission]

Please send application forms by registered mail (such as FedEx, DHL, EMS etc). If your application does not arrive by the deadline, enrollment may be delayed until the following application next year.

#### Documentary examination

# Announcements of Documentary examination

Mid. December for April Mid. April for July Mid. June for October Mid. October for January

### [Announcements of test results]

We will let you know the result by email or fax.

The acceptance letter will be sent to you, but please understand that we cannot answer the result before the day.

# Certificate of Eligibility application

Mid. December for April
enrollment
Mid. April for July
enrollment
Mid. June for October
enrollment
Mid. October for January

enrollment

# [Certificate of Eligibility application]

Once your admission is confirmed, we will prepare the application forms for your Certificate of Eligibility based on the information supplied on your enrollment application forms. We will then make the application on your behalf to the Kobe office of Osaka Immigration.

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| KOBE TOYO Japanese College Enrollment Application Procedure |  |
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| $\downarrow$  |  |
| Certificate of Eligibility                                  | [Certificate of Eligibility issue]   |
| issue   | Osaka Immigration will issue your Certificate of Eligibility. We will send a |
| End of February $\sim$                                      | copy of your Certificate of Eligibility upon issue.                          |
| Beginning of March for                                      |  |
| April enrollment  |  |
| End of May $\sim$   |  |
| Beginning of June for                                       |  |
| July enrollment   |  |
| End of August∼  |  |
| Beginning of September                                      |  |
| for October enrollment                                      |  |
| End of November∼  |  |
| Beginning of December                                       |  |
| for January enrollment                                      |  |
| <b>↓</b>  |  |
| Payment of tuition fee                                      | [Payment of tuition fee]   |
|   | Please pay the tuition fees to our designated bank account. We will send     |
| <b></b>   | your original Certificate of Eligibility once we have confirmed payment.     |
| Visa issued   | [Visa application] Go to the nearest Japanese Embassy or Consulate           |
| by Japanese Embassy   | and apply for your visa with the Certificate of Eligibility, enrollment      |
| <b></b>   | admission and passport.  |
| Meet us in KOBE   | [Arrival] Once your visa is issued, you are ready to leave for Japan!        |
| Enrollment and  | We are looking forward to seeing you in KOBE!                                |
| Entrance ceremony   |  |
| Beginning of April  |  |
| Beginning of July   |  |
| Beginning of October  |  |
| Beginning of January  |  |
|   |  |