

Tomifuji Foreign Language Academy

Admission Guidance

1. Class & Number of Recruitment

Class	Term	Number
Higher education-bound Class	1.3 - 2 years	60-100

2. Conditions for Application

All conditions stated below 1) ~3) shall be satisfied for application.

- 1) Those who have completed 12 years of schooling.
- 2) Those who have passed either one of the equivalent to JLPT N5.
Those who have Japanese language ability equivalent to the above-mentioned level.
- 3) Those who are under **30 years old** as at admission and **within 5 years** after graduation from last school.

3. Screening

Screening will be made by interview and referring to the application documents.

4. Fees (from admission till graduation) UNIT PRICE:JAPANESE YEN

① April admission. (2 years course)

Items	1st Term (1 year)	2nd Term (the 2 nd 1 year)
Screening fee	33,000	
Admission fee	88,000	
Tuition	770,000	770,000
Material fee	22,500	22,500
Medical check-up	7,000	7,000
Total	920,500	799,500

② July admission. (1.9 years course)

Items	1st Term (1 year)	2nd Term (the 2 nd 9 months)
Screening fee	33,000	
Admission fee	88,000	
Tuition	770,000	577,500
Material fee	22,500	22,500
Medical check-up	7,000	7,000
Total	920,500	607,000

③ Oct. admission. (1.6 years course)

Items	1st Term (1 year)	2nd Term (the 2 nd 6 months)
Screening fee	33,000	
Admission fee	88,000	
Tuition	770,000	385,000
Material fee	20,000	20,000
Medical check-up	7,000	-
Total	918,000	405,000

④ Jan. admission. (1.3 years course)

Items	1st Term (1 year)	2nd Term (the 2 nd 3 months)
Screening fee	33,000	
Admission fee	88,000	
Tuition	770,000	192,500
Material fee	20,000	20,000
Medical check-up	7,000	-
Total	918,000	212,500

【Important Notice】

- 1) After confirmed receipt of the payment of 1st term, the school will dispatch "Certificate of Eligibility."
- 2) The tuition fees already paid will not be refunded. However, if your visa is not issued in your home country, we will refund the amount excluding the selection fee and admission fee. (International remittance fees will be borne by yourself.)

5. Application

1) Interview card must be submitted by E-Mail as follows.

- | | |
|------------------------------------|-------------------------------------|
| ① Apr. 2 years course: | Aug. of the previous admission year |
| ② Jul. 1 year and 9 months course: | Feb. of admission year |
| ③ Oct. 1 year and 6 months course: | Apr. of admission year |
| ④ Jan. 1 year and 3 months course: | Aug. of the previous admission year |

2) Application Deadline

- | | |
|------------------------------------|--------------------------------------|
| ① Apr. 2 years course: | Nov. of the previous admission year |
| ② Jul. 1 year and 9 months course: | Feb. of admission year |
| ③ Oct. 1 year and 6 months course: | May. of admission year |
| ④ Jan. 1 year and 3 months course: | Sept. of the previous admission year |

6. Necessary Application Documents

【Notes】 1) The documents required Japanese translation shall prepare its translation by appropriate person. Data file of translation is preferable, and please submit together with the application documents.

2) The documents required with clear and color copy if submission of the document is indicated "Copy".

3) Immediate arrangement shall be made once other documents were requested by the school.

A. Documents Necessary to be Prepared by the Applicant

	Necessary Documents		Japanese Translation	Notes
①	Application for Admission & Statement to study Japanese in Japan	Original	Required	1) Use the forms school prescribed. The forms shall be prepared and signed by the applicant . 2) School names, place of employment, address etc. shall be clearly printed without using abbreviation. 3) Enter "None" if nothing to be specified. Don't leave the column blank.
②	Graduation Certificate of last school	Original	Required	1) "Certificate of Student Status and the document which verifies their graduation." is needed if applicant did not graduate yet. 2) Last school's academic transcript are also required if the nationality of applicant is either of Nepal, Bangladesh.
③	Employment Certificate or Records of Employment	Original	Required	1) Applicable to those who are currently employed or had experience of employment in the past.
④	Photograph (8 copies)	Original	—	1) 4 cm(high) x 3 cm(wide) 2) Photos shall be taken within 6 months. 3) "full name" and "date of birth" shall be indicated on the back of the photos.
⑤	Certificate or Records to prove Japanese language ability	Original	Required	1) Submit either one of the following certificates. (※) Please submit a certificate for the Regional Immigration Bureau. a) JLPT N5 or above. b) BJT 300 Scores or above c) Level F or above, Level FG 250 Scores of J-TEST. d) NAT-TEST Level 5 or above. e) STBJ 350 Scores or above f) TOPJ Level A or above g) J-cert Elementary level or above h) JLCT JCT5 or above i) PJC Bridge C- or above j) JPT 350 Score or JPT Elementary 68 Score or above. 2) Certificate to prove completion of over 150-hour study of Japanese in home country. "School's Address", "Contact information", "Period of study", "Weekly lesson hours", "Daily lesson hours" "School closing days including holidays", "Total hours and days studied to date", "Attendance rate", "The number of days attended" shall be clearly stated.
⑥	Passport or ID	Copy	—	1) Passport holder must submit a copy of passport.

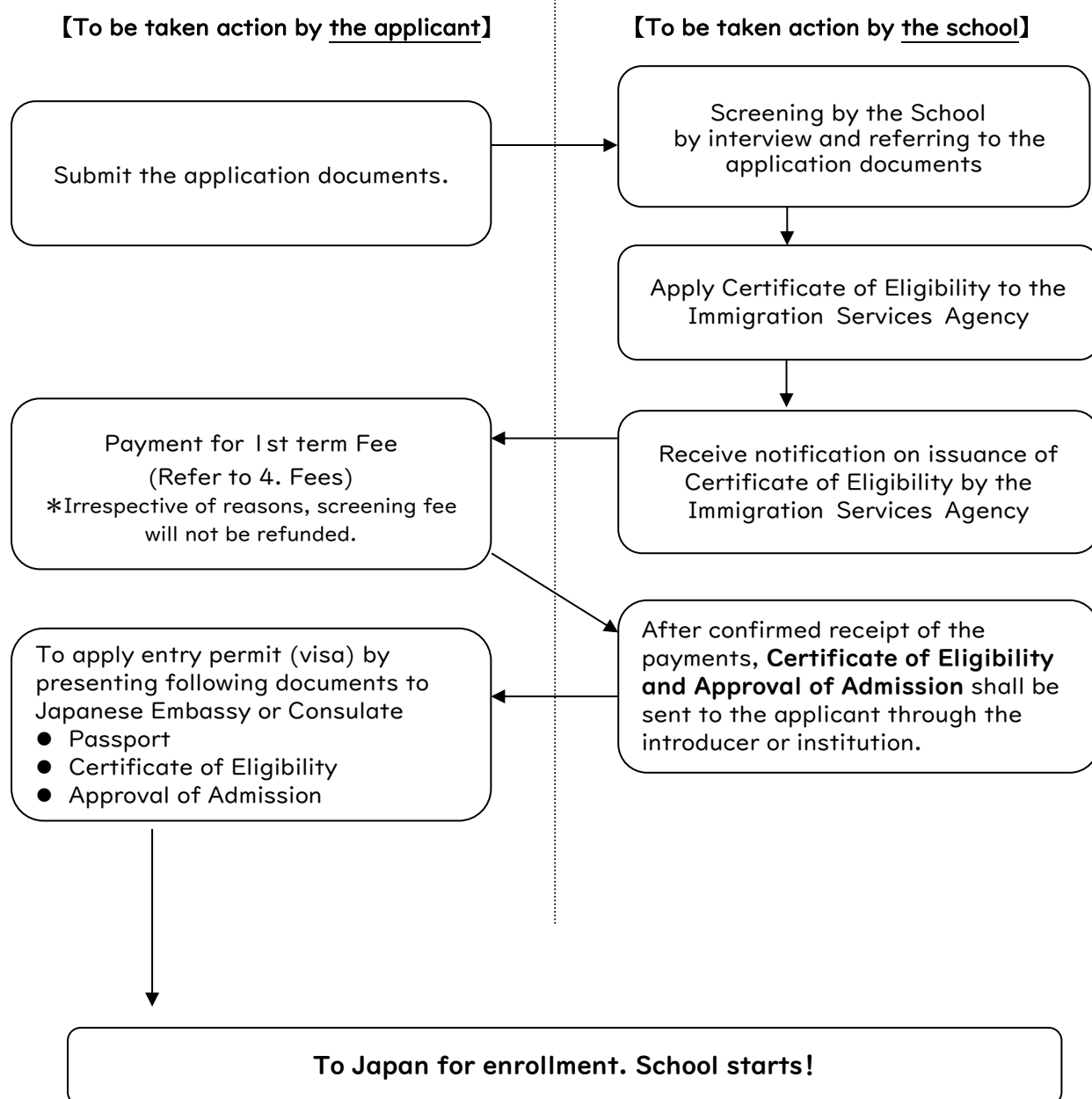
B. Documents Necessary to be Prepared by the Financial Supporter**【Notes】** 1) Please prove the expenditure support by following method.**B-1 【Case of Financial Supporter Living Outside Japan】**

	Necessary Documents		Japanese Translation	Notes
①	Statement of Financial Supporter	Original	Required	1) Use the form school prescribed. 2) Fill in the necessary information and sign by Financial Supporter. 3) If the financial sponsor is someone other than the applicant or a parent. provide a detailed explanation of how they came to be the financial sponsor (the reason why the applicant or a parent cannot be the financial sponsor)
②	Document to certify the relationship	Original	Required	1) Official document is required.
③	Certificate of Bank Deposit	Original	Required	1) The amount shall cover the expenses for whole scheduled study term.
④	Bank Passbook	Copy	—	1) Need to submit income and expenditure records for recent year.
⑤	Document to certify fund formation	Original	Required	<unable to submit a copy of passbook> 1) State the reason and submit a separate document that clarifies of financial fund formation for the past year. 2) Provide a detailed description of your income, tax payments, expenses (food, utilities, water, tuition, medical expenses, entertainment, etc.) and savings. State the source of the funds prepared in detail as much as possible.
⑥	Document to prove occupation			1) Submit such as Employment Certificate or Notarized document for business permit.
⑦	Document to prove annual income	Original	—	1) Official Income certificate and Tax payment Certificate is required. 2) Need the record of income and tax payment for the past year.

B-2 【Case of Financial Supporter Living in Japan】**【Notes】** 1) The supporter shall be limited to relatives of applicant.

	Necessary Documents		Japanese Translation	Notes
①	Resident Card Copy	Original	—	1) Whole family members is listed 2) My Number (Individual Number) is not listed.
② ★	Resident's Tax Record, Municipal Tax Record, Tax Payment Certificate	Original	—	1) Need the record of income and tax payment for the past year.

7. Flow Chart



Tomifuji Foreign Language School, Office section
 FUJISHIN BLDG. 8F,4-4-18, KITANAGASADOORI, CHUOUKU, KOBE JAPAN, 650-0012
 Tel: +81-78-391-6100 or 391-3411 Fax: +81-78-391-6106
 E-mail: info@tomifuji.ac.jp <http://tomifuji.co.jp>.