

新日本学院入学願書

APPLICATION FORM OF NJA

カラー顔写真
脱帽
最近撮影のもの
3×4cm,
color photo
without hat
recently taken

1. 氏名 : BILLY B 2. 国籍 : NEPAL 3. 性別 : 男 ・ 女
Name Nationality Sex Male Female
4. 生年月日 : 1977 年 8 月 27 日 5. 出生地 : SIJUWA V. D. C.
Date of Birth Year Month Day Place of Birth
6. 寮の希望 : 一人部屋 二人部屋 希望しない
Dormitory Single Room Twin Room Do Not Need
7. 寮を希望しない場合は予定する滞在先を記入して下さい : _____
Address in Japan, if you don't use the dormitory
8. 査証申請予定地 : KATHMANDU, NEPAL 9. 上陸予定港 : NARITA AIRPORT
Place to Apply for Visa Port of Entry
10. 経費支弁人 : (Sponsor)

NO.	氏名 Name	続柄 Relation	住所 Address	職業 Occupation	勤務先 Name of Employment	年収 (円) Annual Income
1	TOM B	FATHER	URLABARI V. D. C. WARD NO -6, MORANG DISTRICT, NEPAL TEL:977-11-22222	OFFICE WORKER OF TRADING	K. C. COMPANY TEL:977-21-55555	1,500,000 (Japanese yen)
2	JOHN B	UNCLE	18-6 FUSSASHI FUSSA TOKYO JAPAN TEL:042-555-5555	ENGLISH TEACHER	New Japan Academy TEL:042-666-6666	8,000,000 (Japanese yen)
3			TEL:		TEL:	(Japanese yen)

11. 経費支弁計画 : (Expense Budget)

初年度に必要な経費 (単位: 円) Necessary Expenses for the First Year (Japanese yen)		初年度の経費調達計画 (単位: 円) Expense Budget of the First Year (Japanese yen)	
学費 (選考料、入学金などを含む) Tuition including application fee etc.	712,500	経費支弁人1 負担総額 The amount by your sponsor	1,060,000
仲介手数料 (仲介機関利用者) Brokerage if you have	30,000	経費支弁人2 負担総額 The amount by a second sponsor if you have	360,000
渡航費用 Airline ticket	90,000	経費支弁人3 負担総額 The amount by a third sponsor if you have	
住居費 Housing expenses.	360,000	本人負担額 The amount by yourself if you have	
生活費 (年額は660,000円以上とする。) Cost of living. The minimum is 660,000Yen	660,000	アルバイト収入 (月6万円以下とする) By a part-time job expected. Max is 60,000yen monthly.	500,000
総計 Total	1,852,500 円 (Japanese Yen)	総計 Total	1,920,000 円 (Japanese Yen)

12. 在日家族 (父・母・配偶者・子・兄弟姉妹) 及び同居者

Family in Japan (Father, Mother, Spouse, Son, Daughter, Brother, Sister or others) or Co-Residents

続柄 Relation	氏名 Name in full	生年月日 Date of Birth	国籍 Nationality	同居の予定 Residing or Not	勤務先・通学先 Place of Employment	在留資格 Status of Residence
UNCLE	JOHN B	1950-1-20	NEPAL	有 (Yes) ・ <input checked="" type="radio"/> 無 (No)	New Japan Academy	Permanent Resident
				有 (Yes) ・ 無 (No)		
				有 (Yes) ・ 無 (No)		

13. 犯罪歴 (日本国内及び国外) : 無 ・ 有 (具体的内容 : _____)
Criminal Records in Japan or Overseas : No ・ Yes (Details _____)

14. 日本の連絡先 : 住所 NONE 氏名 : _____ 電話 : _____
Address of the Agent in Japan Name TEL

SAMPLE

Notes of APPLICATION FORM OF NJA

5. Place of Birth: Applicants are required to provide precise birthplace information stated in the officially approved certificates, such as the Certificate of Residence, including city name or its equivalent.

6. Dormitory : Applicants must choose one out of the three choices listed. The housing expense on Item 11 varies according to the type of dormitory you choose.

7. Address in Japan: For those who are planning to stay with relatives or friends in Japan, please fill in correct address in Japan by confirming with your relatives or your friends.

Applicants who choose to stay at school dormitory on Item 6 need not fill out this item.

8. Place to Apply for Visa: Please write the name of Japanese embassy which you are required to go to for your visa application, for example, the Japanese Embassy in Beijing. 9. Port of Entry: Please fill in the airport at which your airplane will land in Japan. If you will take a direct flight to Tokyo, please fill in Narita Airport.

10. Sponsor: Please fill in detailed information about the sponsors who agree to support your study in Japan. You (the applicant) can be one of the sponsors for yourself if you have working experiences and savings to show your competence. In this case, please fill in your information (as one of the sponsors) as well. All information (such as address, company, and yearly earnings) stated here should be identical with what is stated on the other officially approved certificates submitted as relevant supporting documents together with the Application Forms, for example, the Certificates of Kinship, Employment, Income and Tax Paid.

11. Expense Budget: Please fill in details of Necessary Expenses (in Japanese Yen) for the First Year [Left Part] and details of Expense Budget (in Japanese Yen) which describe the amount of money you are supposed to get from each sponsor, yourself or a part-time job in Japan [Right Part].

Tuition: Tuition and other fees for the First Year is 712,500 yen in total. Brokerage: If applicants apply through an agent, the commission is also calculated as a part of Necessary Expenses. Airline ticket: Please fill in the price of an airplane ticket .

Housing expense: The expense varies according to what you choose on Item 6. If you choose to stay at a single room, please fill in 540,000 yen. (That is, 40,000 yen / month × 12 months for rent + 40,000 yen for handling charge and 20,000 yen for deposit.) If you choose to stay at a twin room, please fill in 360,000 yen. (That is, 25,000 yen / month × 12 months for rent + 40,000 yen for handling charge and 20,000 yen for deposit.)

If you will not stay at school dormitory , please fill out intended payment. For example, if you are going to live with a sponsor in Japan and will not be charged, please fill in 0. In this case, the sponsor in Japan has to make a statement in the Written Oath for Bearing Expenses.

SAMPLE

Cost of Living: Except for Housing expense, expenses for food, transportation, correspondence, shopping and so on are calculated as the cost of living. In general, cost of living for a year should not be lower than 660,000 yen (based on the minimum monthly expense 55,000 yen to calculate). However, if you will live with a sponsor in Japan and the sponsor is willing to provide room and meals during your stay, then the cost of living for a year can be less than 660,000 yen, but the minimum should be above 240,000 yen. In this case, the sponsor in Japan has to make a statement in the Written Oath for Bearing Expenses.

Please note that the total amount of Expense Budget for the First Year should not be lower than the total amount of Necessary Expenses for the First Year. If you plan to take a part-time job to support your study in Japan, no document is needed. However, under the existing provisions of STUDY IN JAPAN, foreign students are not allowed to work more than 4 hours per day. And also, to ensure sufficient learning hours, NJA recommends that all the applicants keep their part-time earnings less than 60,000 yen per month. In general, it takes about 2 – 3 months before you get a job in Japan; therefore, the total part-time earnings of the First Year should not be more than 600,000 yen.

The Total Amount of Necessary Expenses for the First Year - Part-time Income Earned in Japan in the First Year = The Minimum Amount of Money for the First Year You Need to Receive from the Sponsors. (The applicant can be a sponsor for himself / herself if any proofs of employment and savings are provided.) Please fill out the amount of money you are going to receive from each sponsor in proper order (identical to Item 10) if you have more than one sponsor. Generally speaking, the amount of money for a year which the sponsor agrees to support can not be more than 80% of the sponsor's yearly income. In addition, please be sure that the amount of money from each sponsor stated here must be identical to what is stated on each Written Oath for Bearing Expenses filled out by each sponsor.

APPLICATION FORM 1 FOR ADMISSION

6. Address: Please fill in residence address stated in the officially approved certificates issued by the government institutions, for example, the Certificate of Kinship, the Certificate of Residence or the passport.

8. Family and Co-Residents in the home country: Please fill out details of family members (parents, siblings, or spouse) and co-residents (if any). Detailed occupation information is required, for example, an office worker at Trading Company or a Middle School teacher.

Address: Please fill out residence address stated in the official certificates issued by government institutions such as the Certificate of Kinship, the Certificate of Residence, or the passport. If you are currently away from registered residence address for work or other reasons, please write the temporary address.

9. Education Background: Please write all information about your education background from primary school to the last school you attended. If you are currently at school and will receive a recognized certificate, the school information is also required to be filled out. Official school name is a must. No abbreviation of school name, please. In addition, detailed school address is required. Please fill out detailed information of the date when you entered to and graduated from each school. All must be identical to what is stated in the graduation certificates.

履 歴 書 ②
APPLICATION FORM 2 FOR ADMISSION

13. 日本語学習理由（日本語を学ぶ目的を具体的かつ簡潔に述べること）：

Application Reason (Write the reason for Japanese studying in concretely and briefly)

14. 日本語学校修了後の予定： The plan after graduation

- 進学希望 就職希望 事業経営希望 その他（ ）
Continue The Study Employment Foundation Others

- 1) 進学希望先学校名：(Desired school) Uncertain
希望科目：(Subject) MANAGEMENT
- 2) 就職予定先名称：(Desired Company) _____
就職予定先住所：(Address) _____
事業内容：(Kind of business) _____
- 3) 自営：(Foundation) _____
事業先住所：(Office address) _____
事業内容：(Kind of business) _____
資金調達計画・方法：(Way of fund collection) _____
- 4) その他：(Others) _____

全ての申告に虚偽がないこと、また虚偽があった場合は入学許可が取り消されることを承知しております。日本の法律を遵守し、誠実に入学申請を提出したことを固く誓います。
(I hereby declare that all the information on this statement is true and accurate and if there is anything forgery, the requirements for admission will be cancelled.)

15. 申請人氏名 (Applicant Name) : BILLY B

16. 作成年月日 (Date of written) : 2005 年 (Y) 5 月 (M) 1 日 (D)

10. Occupation Experience & Military Service: Please fill out detailed information, including name of company, type of work, address of company, and period of employment. Please note that all the information filled out here should be identical to what is stated on the testimonials issued by the companies.

11. Experience of Japanese Study: If you have attended any Japanese courses, please write detail information of the school's name, address, and the date when you entered and completed the courses. Please note that all the information filled out here should be identical to what is stated on the testimonials issued by the schools.

12. History of Entering and Leaving Japan: Please fill out detail information of the date when you enter into Japan and when you leave from the country and the type of your visa based on the records stated in the passport. In addition, the purpose of each visit to Japan is required.

Notes to the Application Form 2

13. Reasons why you want to study Japanese: Please explain specifically the reason for your study in Japan. It would be better to relate your educational background, working experiences, future plan with the explanations. Please avoid writing any tinny and garish sentences. It is suggested that applicants describe in detail what they plan to do after completing the study in Japan. A sentence like this "I want to learn more knowledge about advanced Japanese economy." will be considered kind of tinny. It would be better if you can describe specifically at which area you think Japanese economy is strong, or particularly what area of economics you want to study, say, Market Analysis.

14. The Plan After Graduation: Please choose one out of four choices (Further Study / Employment / Start Own Business / Others) listed here.

Desired School and Subject (Further Study): Often, applicants fill out famous universities (such as the University of Tokyo) they want to go to; however, very often they do not meet the requirements for entrance, for example, due to insufficient knowledge of the study or poor performance at school. This might be thought as an impractical plan and could be a disadvantage when you apply for studying in Japan. Therefore, it is recommended that applicants fill out favorite schools to enter which meet their interests and actual capacity. If you have not decided the school yet, please fill out "Uncertain". However, this is not preferable since it gives an impression that your study purpose is unsure and questionable.

Desired Company, Address and kind of business: Please fill out employment plan after finishing your study in Japan. Note that, if you plan to work in Japan after graduation, you must be a graduate whose profession is relevant to the job and also you are required to provide a proof of job offer from the prospective company in Japan.

Others: If you plan to return to your country after finishing the study in Japan, please fill out "Return to My Country".

経費支弁書

Written Oath For Bearing Expenses

日本国法務大臣 殿 (To the Japanese Minister of Justice)

申請人(学生) Applicant :

国籍 (Nationality) NEPALESE

氏名 (Name) BILLY B (男 Male · 女 Female)

生年月日 (Date of Birth) 19 77 年 (Y) 8 月 (M) 27 日 (D)

私は、この度上記の者が日本に在留するための経費支弁者になりましたが、その経緯等については下記の通りです。(I promise to be the sponsor of the above applier and I explain the course as followed.)

記

1. 経費支弁引受の経緯 (申請者の経費の支弁を引き受けた経緯及び申請者との関係について具体的に記載してください)

The reason of assumption (Explain the course of accepting to be the sponsor and the relationship with the applicant concretely)

Above candiate is my son .He wants to study in japan. I wish he will go to a good university in Japan, and in future will come back to this country to play an active part in any company. So, as his father ,I will bear all the expences to study in japan.

2. 経費支弁内容 The substance of defray

私 (支弁人 sponsor's name) TOM B は、上記の者の日本国滞在について、下記の通り経費支弁することを誓約いたします。

また、上記の者が在留期間更新申請等の際に、送金証明書また本人名義の預金通帳 (送金事実が記載されたもの) の写しなどで、生活費等の支弁事実を明らかにする書類を提出いたします。

I promise to defray all the expenditure during the applier studies in Japan. And I will exhibit the document such as remittance proof and the copy of my bankbook with remittance record to testify the defrayment when the above applicant renews his/her visa.

記

1. 学費 School fees 年間 712,500 円 (Japanese Yen/ Year)

2. 生活費 Alimony 月額 30,000 円 (Japanese Yen/Month)

3. 支弁方法 (送金、振込みなどの支弁方法を具体的お書き下さい)

The way of defrayment (such as remittance, budget account)

入国ビザ交付時、学校の指定口座に送金します。 送金額 : 712,500 円
As the entry visa issued, remit to the account of the school. Amount : Japanese Yen

申請人に手渡し、入国時に携行させます。 携行額 : 360,000 円
Transfer to the applicant, and carried from abroad, at the entrance to Japan. Amount : Japanese Yen

申請人名義の口座に送金します。 送金額 : 円
Remit through the bank to the account of the applicant. Amount : Japanese Yen

その他 :

The others

作成日 (Date of written) 2005年 (Y) 05 月 (M) 01 日 (D)

経費支弁者 The Sponsor :

現住所 (Address) : URLABARI V. D. C. WARD NO -6, MORANG DISTRICT , NEPAL TEL 977-11-22222

氏名 (Name) : TOM B 申請者との関係 (Relationship) : FATHER

Notes to the Written Oath For Bearing Expenses 3

Please note that the Written Oath For Bearing Expenses must be all filled out by the sponsor in person. Therefore, it is not acceptable that applicants fill out part of the content for the sponsor, then the sponsor sign on the paper.

Applicant Information: Please fill out the applicant's nationality, full name, gender and date of birth.

If the sponsors are the applicant's parents and live together, they can fill out the same form of the Written Oath For Bearing Expenses, but sign individually. However, if the sponsors live separately, they are required to fill out separate forms.

If the sponsors are the applicant's lineal relatives (such as parents), the reasons why they would like to support the applicant's study in Japan can be simple since the situation that parents invest on the child's intelligence is understandable. However, if the sponsors are the applicant's collateral relatives (such as uncle) or friends and promise to provide quite a big amount of money for the applicant's study in Japan, then they are required to give details of the reasons why they are willing to pay for the applicant's study. (Add more papers to the form, if needed.)

Funds from Sponsors: Generally speaking, yearly sum of money that the sponsor agrees to support can not be more than 80% of the sponsor's yearly earnings (a proof is needed). The reason is that the sponsors have their own living expenses while supporting the applicant's study in Japan; therefore, please take account of the average yearly earnings (a proof of recent three-year income is needed) before you fill out the amount to sponsor.

Here, The Amount of School Fees You'd Like to Sponsor + The Amount of Alimony (monthly living cost) You'd Like to Sponsor $\times 12$ = The Total Amount You will Sponsor (to be filled out in the Application Form 1 Item 11)

Ways of Defrayment:

There are three ways of defrayment commonly accepted by the Japanese government:

1. Remittances to the School: After the Certificate of Eligibility is issued, remit school fees to the school through any banking service in their country.
2. Cash: Bring cash for living expenses when you enter into Japan. (Note: According to the provisions of Japanese Customs, if you bring Japanese currency exceeding 1,000,000 or its equivalent, you are required to report this to the Customs.)
3. Remittances to the Applicant from the Sponsors: The sponsors send regular remittances to the applicant in Japan. (The applicant will open an account after arriving in Japan.)

If the sponsor in Japan is willing to provide room and board for the applicant during the applicant's study in Japan, please choose No. 4 The Others and describe specifically that the applicant will be provided free room and board in the underlined blank.

According to the school regulations:

For those who will stay at school dormitory:

After the Certificate of Eligibility is issued, please remit 847,500 yen (School Fee 712,500, Handling Charge and Deposit for Housing 60,000, for rent at a twin room 25,000 per month $\times 3$ months) to the school.

For those who will NOT stay at school dormitory:

After the Certificate of Eligibility is issued, please remit 712,500 yen (School Fee 712,500) to the school.