



2020 April Session, 2 years Advanced Course

Application Requirements Details (For Abroad Students)

I Recruitment Overview

Admission Season	Academic Period	Recruitment Number	Course content
April 2020	2 years	160 people	Two years of advance Japanese language skills required to enter to a higher education institution

II Recruitment terms & Conditions

Age	About 18 ~25 years
Academic History	12 years Education from High School/College
Japanese Ability	*Japanese Language Ability equivalent N5 Level (proof/Certificate based on a Japanese language test & Certificate of Japanese learning more than 150 hour)
Financial Sponsor	* Yearly Income should be more than 1,200,000 yen who are living abroad (more than 2,400,000 yen who are residing in Japan) ※Students are not acceptable as sponsor. *Capable to transfer the necessary funds to students in order to live in Japan.
Other	*Sincere/diligence and hard-working, to be able to comply law of japan & school regulations.

III Admission processing Method (schedule from Application submit to admission).

Detail	Timing (Deadline)
	2 years Advanced course
Document submission (First Time) ※Submit the Documents (★Application Form only among the following documents list)	August 23~October 31, 2019
Documents screening, Interview carryout (spot Interview either in local Agents offices/seminar venue or by using Skype from japan)	After Submitting the documents
Result Publication (Success/Unsuccess)	Within one week from interview date
Document submission (Second Time) ※Of the "Submitted Documents List" on the next page, ★All documents except application documents	Within two weeks from result published date
As a representative, the school will submit the application documents to the Immigration Bureau of Tokyo	25~29 day of November

Documents examination, results announcement, issuance certificate of Eligibility (COE) to successful applicants (Result & COE will collect by School from Immigration)	February 20, 2020
Send the Invoice of admission fee & other, to success students	February 21 ~March 8, 2020
Admission fee delivery ※Transfer money to specified bank account (See the following section on School Payments IV column)	
Send original COE& Letter of Admission to success students.	After the confirmation of Fees
Get visa from embassy of Japan of your Country.	After getting COE and Admission Certificate
Coming to Japan ※consult with the school in advance , In case it is difficult to arrive in Japan within the period which mentioned in right side.	30 March~3 April
Orientation (Address registration, bank account opening, guidance on concern about lifestyle /living and School`s regulation)	About a week after coming to Japan
Course /Class Start	6 April (Plan)
Entrance ceremony	10 April (Plan)

※Regarding document submission, please Send to「■ Documents posting Destination」of the next page.(The total fees related to application, Issuance charge ,Posting charge and such as need to bear by Applicant)

※**Required documents list** (★Means –Application Documents which need to submit on initial processing)

Note 1: Japanese translation attachment

	Documentation on the will and ability of study (1-9) Others (10,11)	Note1		Documentation on Expense Reimbursement in Residence Commonly submitted (11-16) Submit only foreign expenses supporters (17-19) Submit only Japanese expenses supporters (20.21)	Note1
1	★Application for Admission ※Downloadable on Homepage	×	11	★Financial Support Statement ※Downloadable on Homepage	○
2	★Desired reason sheet of study ※Downloadable on Homepage	○	12	List of families of financial supporters ※Downloadable on Homepage	×
3	Graduation Certificate of last completed education (Original・★Scan copy of Original)	○	13	The Documents which certifying the relationship between the applicant and the sponsors	○
4	★Academic Transcript of last completed education	○	14	Bank Deposit balance certificate	○
5	Verify/certify Graduation certificate of last completed education	○	15	Funding process proof document (Formation of funds)	○
6	★Japanese Language Learning Certificate	○	16	Document that proves the occupation of the financial	○

				sponsor/supporter	
7	Experience Certificate of Applicant (If any)	○	17	Documents to prove the family structure of the financial supporter	○
8	★School pledge (School format) ※Downloadable on Homepage	×	18	Document to prove the income of the Financial supporter	○
9	School Dormitory Contract (School format) ※Downloadable on Homepage	×	19	Document to prove the tax payment situation for the personal income of the Financial supporter	○
10	Upper body color photo (4 cm long x 3 cm wide) 5 sheets	×	20	Resident's card copy of Financial supporter	×
			21	Income and taxation certificate	×

※ 1,2,8,9,11,12 can be downloaded from our school`s website (<http://miyabi-ac.jimdofree.com/>).

When preparing documents, it is recommended that data input be made as much as possible to facilitate procedures.

※ Regarding 4, at the time of application, if the final academic school is not high school, a copy of the high school graduation certificate & academic transcript and a Japanese translation must be submitted.

※ The above submitted documents, the documents other than the original copy of the final school diploma (Graduation certificate & Academic transcript) can not be returned once it submitted.

※Regarding the various documents, Issuance date & certify date as well, which should not be more than 3 months from the date of immigration submission. Documents issuance authorities name address, telephone number, fax number and Issuer name & signature should stated in each documents. Regarding the documents certify copy of original documents, also same rule applicable which described above.

※ In addition, regarding the notes on each document, be sure to check the "Notes on the documents required for application " (downloadable from the homepage of our school) in the attached sheet.

※ Applicants who applicable under any of the following conditions ① to ④ will need some documents that are different from the above list, **be sure to check the "Notes on the documents required for application " and** to contact the following "Contact regarding documents" at the time of application

- ① Have the long experience of staying in Japan with another status of residence in the past.
- ② There is no delivery history or application withdrawal in the past
- ③ Financial supporters are relatives other than parents of applicants
- ④ When you receive financial repayment by scholarship

■ Send document to:

270-2223 Chiba Prefecture Matsudo City (Matsudoshi) Akiyama 71

School Corporation Matsuyama Gakuen Miyabi International Academy

General affairs, Student Recruitment department Incharge

■ Contact regarding documents:

TEL:(+81)-47-392-2211

(Registration hours: Mon-Fri 8:30 to 17:00 ※ Japan time)

E mail:info@mcw.ac.jp ※The destination is the same as the above-mentioned document delivery destination

IV School payment

i Tuition related

ITEMS (Breakdown)	Total Cost of 2 years advance course (Estimated amount of Educational Material fee, Extracurricular activities Fee are listed)	First year payment amount (Before Enrollment need to pay one year fee in lump sum)
Admission Fee	¥50,000	¥50,000
Facility Fee	¥100,000	¥50,000
Tuition Fee	¥1,160,000	¥580,000
Educational Material Fee	¥30,000	¥10,000
Extracurricular activities Fee	¥20,000	¥0
Total	¥1,360,000	¥690,000

※In addition to the above items, Collect the Entrance examination fee(¥20,000) before admission

※With regard to the next fiscal year's facility expenses, it will be collected together with the Second year's tuition fee before the start of the second year .

※The tuition fee for the next fiscal year will be divided into the first half and the second half and collected before the start of each term

※Tuition fees are included insurance for foreign student and medical examination (excluding X-ray expenses for the second year)

※With regard to the cost of teaching materials, after entering the country, the amount of teaching material needed as the class progresses will be collected separately each time

※As for extracurricular activities, after entering the country, we will separately collect the amount according to the content of each activity.

※Other than the above, X-ray fee for the next fiscal year, examination fee for Japanese language proficiency test (¥ 5,500), application fee for renewal of period of stay (¥ 4,000) will separately collect in Each time

※The scholarship program at our school is as follows

① Upon admission, students who possess the Japanese Language Proficiency Test (JLPT) N3, will receive ¥ 50,000 at the entrance ceremony.

②For students who have a good learning attitude and have acquired the Japanese Language Proficiency Test (JLPT) N2 within one year after entering, ¥ 70,000 exemption from tuition fee for next fiscal year

③In addition, there is a gift presentation and award system at graduation ceremony for students with good learning attitude and excellent grades while attending school.

ii Dormitory Fees related

ITEMS (Breakdown)	Initial Pay Amount (First year tuition and lump sum before admission)
Entering the dormitory Fee	¥25,000
Rent for 5 months (April-August 2020)	¥ 125,000
Housing insurance fee	¥ 5,000
Bed materials fee	¥ 10,000
Cleaning Charge	¥ 20,000
Total	¥ 185,000

※As a general rule, new students should enter the dormitory. The dormitory period is from the date of entry to February 2021.(Can not leave during this period)

※Dormitory fee is ¥25,000 per months . (Not included electricity Gas & Water charge). Pay rent monthly for six months from September 2020 to February 2021(Payment deadline is the last day of each previous months)

※If there are relatives of applicants residing in Japan, under the following conditions, living together with relatives in Japan shall be permitted after coming to Japan.

- ① If the relatives is foreigner, who residing in japan, He/she had stay in Japan for more than a year with possession of status of residence, and be able to communicate in Japanese.
- ② The residence of relatives in Japan who plan to live together is within the range that does not interfere with attending to our school.
- ③ At the time of application, “yes” should be entered in the “To live together” column in the “In-Japan relatives” section of the application for admission
- ④ Have submitted all the following documents for all relatives in Japan who plan to live together (Not necessary if it overlaps with Documents of list of documents submitted on page 2)
 1. Resident's card copy (If you are a foreign national, copy the residence card)
 2. Documents to know where you go to school or work (Example: Student ID copy, Certificate of employment)
 3. Documents to prove kinship with the applicant
- ⑤ If there is a change in the presence or absence of living plans after the application, please contact the school by February 28, 2020.
- ⑥ At ⑤, If you wish to change to a living together, submit all documents concerning ④ by the above-mentioned time limit. Despite not meet the above conditions, if you wish to change to a living together, as a cancellation fee, you must pay 5 months for admission and housing costs to the

school(If the first dormitory fee has been paid, the amount excluding the entry fee and the dormitory fee for 5 months is refunded.)

iii Collected tuition fee, dormitory fee and delivery deadline

	Collected amount	Deadline of payment
First Year Fee (Initial fee of school +Initial fee of dormitory)	¥895,000	March 6, 2020
Second Year Fee (First term)	¥340,000	February 26, 2021
Second Year Fee (Second term)	¥290,000	August 31, 2021

※Transfer money to deposit on specified bank account by delivery deadline

※Regarding the second years fees, we will provide the invoice approximately three months before of each deadline.

◇School Bank Account Detail for Remittance/Transfer

Bank Name	SUMITOMO MITSUI BANKING CORPORATION
Branch Name	MATSUDO BRANCH
Branch Address	1226 MATSUDO, MATSUDO-SHI, CHIBA-KEN JAPAN
Branch Tel.No	497
Account Number	7359902
Account Holder Name	Gakkouhoujin Matsuyama-Gakuen
A/C Holder address	71 Akiyama Matsudo Chiba Japan 270-2223
Swift Code	SMBCJPJT

※The remittance fee shall be bear by the the applicant and sponsor in principle.