



2026 Academic Year

Department of Japanese Language  
Admission Guidelines  
(J1)

April 2026 Enrollment  
October 2026 Enrollment

YOKOHAMA YMCA COLLEGE  
YMCA COLLEGE OF HUMAN SERVICES

Website  
<https://jls.yokohamaymca.ac.jp/en/home/>



## YOKOHAMA YMCA COLLEGE

At the Japanese Language Department of Yokohama YMCA College, students aim to acquire a high level of Japanese proficiency through the development of all four language skills: listening, speaking, reading, and writing. This program is ideal for those who wish to pursue further education at a vocational school, university, or graduate school, as well as for those who want to use Japanese in their professional careers.

■ **Courses:** Two options are available based on the objective of study.

Course Name	Enrollment Period	Course Duration
A: Japanese Language Course	April 2026	1 year (April 2026 to March 2027)
	October 2026	1 year (October 2026 to September 2027)

★ This course develops Japanese language skills from beginner to intermediate levels. Students will acquire basic Japanese communication abilities useful for daily life.

Course Name	Enrollment Period	Course Duration
B: Japanese Language & Culture Course	April 2026	1 year (April 2026 to March 2027)
	October 2026	1 year (October 2026 to September 2027)

★ This course develops advanced Japanese language skills. Students will acquire practical communication abilities in Japanese that are useful in various social situations, such as higher education and employment.

※ Students can study Japanese for up to two years in total by completing the Japanese Language Course and then advancing to the Japanese Language & Culture Course.

※ A Graduation Certificate will be awarded to students who have been enrolled for the prescribed period and have met the attendance and academic performance requirements.

■ **Enrollment Capacity:** Total capacity of 120 students (Japanese Course: 80 students, Japanese Language & Culture Course: 40 students)

※ Each class has a maximum of 20 students.

■ **Class Hours:**

**Courses A and B:** 5 hours per day, Monday through Friday

(25 hours per week, 36 weeks per year, totaling 900 hours)

Homeroom	Period 1	Period 2	Period 3	Period 4	Period 5
9:00 – 9:10	9:10 – 10:00	10:10 – 11:00	11:10 – 12:00	13:00 – 13:50	14:00 – 14:50

※ Saturdays, Sundays, and national holidays are days off.

※ There are long vacations. Please refer to the Annual Schedule for details.

☆ Summer Vacation: Approximately 3 weeks from late July to mid-August

☆ Autumn Vacation: Approximately 3 weeks from mid-September to early October

☆ Winter Vacation: Approximately 3 weeks from late December to mid-January

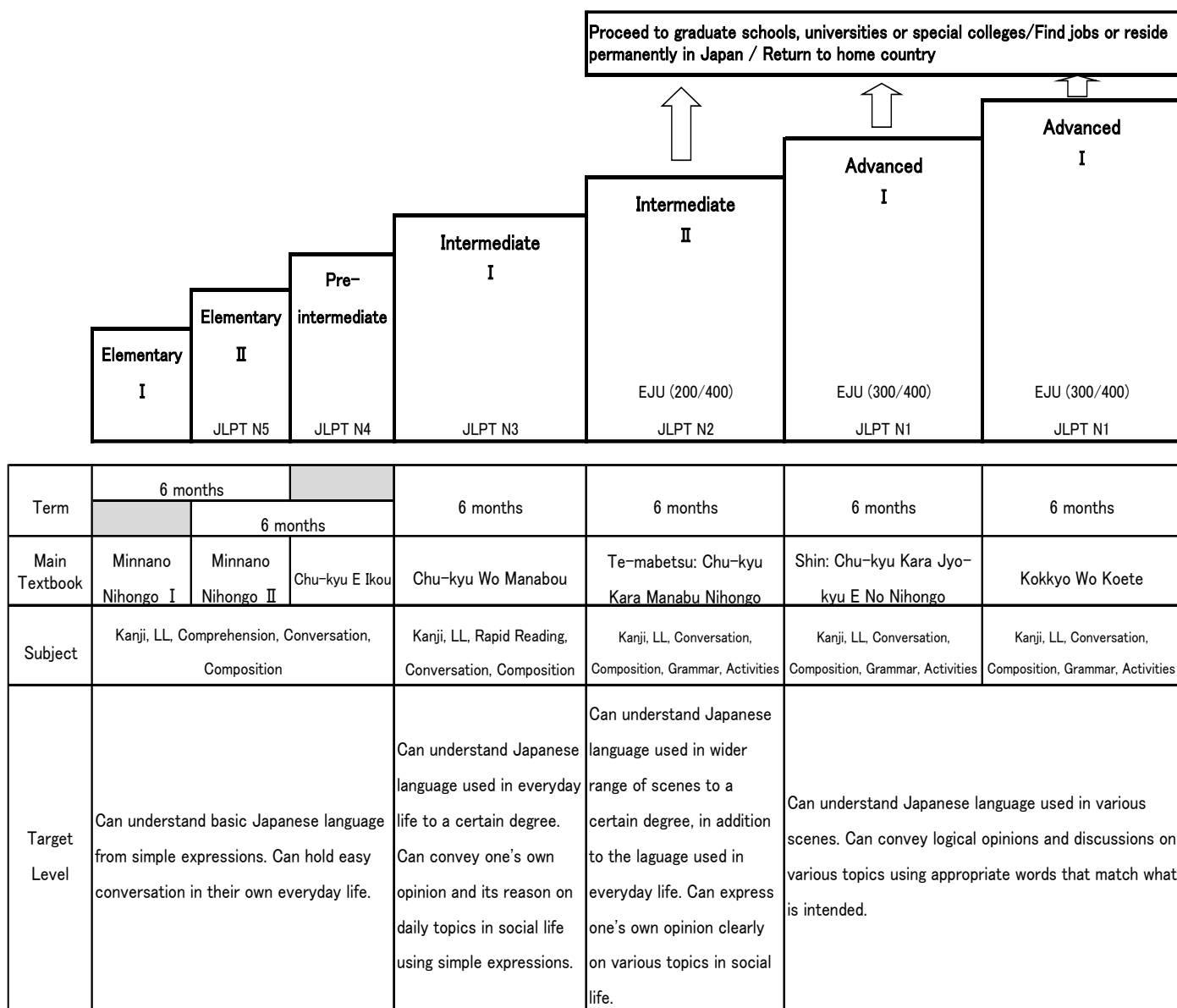
☆ Spring Vacation: Approximately 3 weeks from mid-March to early April

## ■Application Requirements:

- ①Applicants must have completed 12 years of school education in their home country, or have qualifications equivalent to university entrance eligibility in their home country.
- ②For admission to the Japanese Language Course, applicants must have Japanese language proficiency equivalent to JLPT N5 (at least 150 hours of Japanese study).
- ③For admission to the Japanese Language & Culture Course, applicants must have Japanese language proficiency equivalent to JLPT N2.
- ④Applicants must have a contact person residing in Japan.

※JLPT: Japanese-Language Proficiency Test

## ■Levels:



## ■Visa Type: Student Visa (1 year and 3 months)

※If a student advances from the Japanese Language Course to the Japanese Language & Culture Course, the school will carry out the procedures to extend the visa period. A one-year extension is possible.

■Application Schedule:

Course Name	Enrollment Period	Application Reservation Starts	Application Period	Immigration Application	Immigration Result Notification
Japanese Language Course	April 2026	September 1, 2025	October 1 – November 29, 2025	Mid-December	Late February
Japanese Language & Culture Course	October 2026	March 2, 2026	April 1 – May 30, 2026	Mid-June	Late August

※Please submit the Application Reservation Sheet to make a reservation for application.  
An online interview will be conducted to determine eligibility for application.

■Application Procedure: Please refer to page 10.

■Course Fees:

Course Name	Admission Fee	Tuition Fee	Facility Fee	Total
Japanese Language Course	100,000 yen	780,000 yen	30,000 yen	910,000 yen
Japanese Language & Culture Course				

※An additional fee of 20,000 yen for textbooks and other materials is required every six months.

Students may pay in installments every 6 months.

Payment Timing	Admission Fee	Tuition Fee	Facility Fee	Total
Upon Enrollment (April/ October)	100,000 yen	390,000 yen	15,000 yen	505,000 yen
August/ the following February				405,000 yen

※Course fees that have been paid will be fully refunded only if a visa is denied by the Japanese Embassy or Consulate. No refunds will be issued for any other reason.

■Contact Person in Japan: Please refer to page 10.

■Financial Sponsor: Please refer to page 10.

■Others: -Student Dormitory:

For those who require accommodation, the school can introduce student dormitories under school contracts or affiliated real estate agencies. Please consult through your contact person in Japan. Our students are also eligible to apply for residence at the Yokohama International Student House.

### **-Scholarships**

Students with a student visa who have been enrolled at the school for over six months and have excellent academic performance and attendance may be eligible to apply for the following scholarships:

- ①Yokohama YMCA College Japanese Language Department Scholarship  
10,000 yen per month for 6 months (approximately 4 recipients)
- ②MEXT (Ministry of Education, Culture, Sports, Science and Technology) Scholarship for Privately-Financed International Students  
48,000 yen per month for 6 months or 1 year (approximately 2 recipients)
- ③Kyoritsu International Foundation Scholarship  
60,000 yen per month for 1 year (1 recipient or no recipient depending on the selection)

### **-National Health Insurance**

All students with a student visa must enroll in the National Health Insurance system. With this insurance, medical expenses at hospitals and pharmacies are reduced to 30%. Students are responsible for paying the monthly insurance fee (approximately 1,000 to 2,000 yen).

### **-Student Commuter Pass**

Students are eligible to purchase commuter passes and receive student discounts for public transportation.

### **-Disaster and Accident Insurance**

This insurance covers death, hospitalization, or outpatient treatment due to accidents during school activities. The insurance premium is paid by the school.

### **-Health Checkup**

An annual health checkup is provided free of charge. The cost is covered by the school.

### **-Volunteer Tutor Program**

Students who wish to improve their conversation skills can practice after class with Japanese volunteer tutors.

### **-Use of YMCA Facilities**

At Yokohama Chuo YMCA, where the Japanese Language Course is offered, students have access to facilities such as a swimming pool, training room, and running track. These facilities are available free of charge during designated hours.

**-Main Educational Destinations for 2024 Graduates**

**Universities:** Toyo University, Suzuka University, etc.

**Vocational Schools:** Yokohama YMCA College (Department of Global Information & Technology Business), YMCA College of Human Services (Department of Care & Welfare), Iwatani Gakuen Yokohama IT Business College, Yokohama System Engineering College, Nihon Electronics College, Yokohama Nikken Institute of Construction, HAL Tokyo, Fashion Business College Tokyo, Yokosuka Culinary & Confectionery School, Nissan Automobile Technical College Yokohama, Honda Technical College Kanto, etc.

**-Main Employment Destinations for 2024 Graduates**

TechnoPro & Construction Co., Ltd., NMD Group Co., Ltd., Pleasure Co., Ltd., Excellendiv Co., Ltd., Moswell Co., Ltd., Ohtsu Home Co., Ltd., Yamasho Reform Service Co., Ltd., DESIGNTAG Co., Ltd., Estee Sangyo Co., Ltd., etc.

**-2024 JLPT Results (Japanese-Language Proficiency Test)**

<b>1st Session</b>	N1 Examinees: 10	Passed: 5
	N2 Examinees: 13	Passed: 8
<b>2nd Session</b>	N1 Examinees: 10	Passed: 5
	N2 Examinees: 21	Passed: 8

■**Application Documents:** Please refer to page 11.

## YMCA COLLEGE OF HUMAN SERVICES

At the YMCA College of Human Services Department of Japanese Language, students aim to master the Japanese language abilities required to pursue further studies and to use the language naturally through socialization with our Japanese students and the local community.

### ■Courses :

Course Name	Enrollment Period	Course Duration
2-year Preparatory Course	April 2026	2 years (April 2026 to March 2028)
1.5-year Preparatory Course	October 2026	1.5 years (October 2026 to March 2028)

※Students who have been enrolled for the prescribed period and have met the attendance and academic performance requirements will be awarded a graduation certificate.

### ■Enrollment Capacity: 120 students in total.

※Each class has a maximum of 20 students.

### ■Class Hours: Morning Session and Afternoon Session

4 hours a day, Monday through Friday

(20 hours a week, 40 weeks a year, totaling 800 hours)

	Period 1	Period 2	Period 3	Period 4
Morning Session (Intermediate Level, Upper Intermediate Level, Advanced Level)	9:00 – 9:50	9:55 – 10:45	10:55 – 11:45	11:50 – 12:40
Afternoon Session (Beginner I • II, Pre-Intermediate Level)	13:00 – 13:50	13:55 – 14:45	14:55 – 15:45	15:50 – 16:40

※The class assignment is determined based on the level confirmed at the time of application or the results of the placement test. Selection of class time and level is not permitted. The schedule for each level may be subject to change depending on class organization.

※Closed on Saturdays, Sundays, and national holidays.

※Long Vacations: Please refer to the Annual Schedule for further details.

☆Summer Vacation: Approximately 2 weeks from early August to mid-August

☆Autumn Vacation: Approximately about 3 weeks from late September to early October

☆Winter Vacation: Approximately about 2 weeks from late December to early January

☆Spring Vacation: Approximately about 3 weeks from mid-March to early April

### ■Application Requirements:

- ①Applicants must have completed 12 years of school education in their home country, or have qualifications equivalent to university entrance eligibility in their home country.
- ②Admission to the Department of Japanese Language requires Japanese proficiency equivalent to JLPT N5 or completion of at least 150 hours of Japanese language study.  
※JLPT: Japanese-Language Proficiency Test
- ③Applicants must have a contact person residing in Japan.

## ■Levels:

Proceed to Graduate Schools, Universities, or Special Colleges.  
Find job or reside permanently in Japan. Return to home country.

Beginner I・II Level		Pre-Intermediate Level	Intermediate Level	Upper Intermediate Level	Advanced Level
CEFR A1・A2		CEFR A2・B1	CEFR B1	CEFR B1・B2	CEFR B2
JLPT(N5・N4)		JLPT(N4・N3)	JLPT(N3・N2)	JLPT(N2)	JLPT(N1)
Period	6months	6months	6months	6months	6months
Main Textbooks	"Minna no Nihongo I" "Minna no Nihongo II"	"Minna no Nihongo II" "Chuu-kyuu he Ikou" "Chuu-kyuu wo Manabou Chuu-Kyuu Zenki"	"Chuu-kyuu wo Manabou Chuu-Kyuu Chuu-ki"	New "Chuu-kyuu kara Jou-kyuu heno Nihongo"	New "Chuu-kyuu kara Jou-kyuu heno Nihongo" "Manabou! Nihongo Jou-kyuu"
Content	Japanese characters/Kanji characters, Listening,Reading Activities	Pronunciation,Kanji characters,JLPT grammar,Listening/Reading comprehension,Compositio n,Conversation,JLPT Preparation	Pronunciation,Kanji characters,JLPT grammar,Listening/Reading Comprehension,Compositio n,Conversation,JLPT Preparation>About Japan	Pronunciation, Kanji characters, JLPT grammar,Listening/Read ing Comprehension, Composition, Conversation, JLPT Preparation, About Japan	Pronunciation, Kanji characters, JLPT grammar,Listening/Reading Comprehension,Composition,Co nversation ,JLPT Preparation, Project works
Aim	•Able to understand basic vocabularies and expressions necessary for daily life. •Able to have daily conversation and to explain about oneself.	•Able to explain about familiar events, things or people with one's own judgment. •Able to negotiate in order to achieve certain objectives in daily life. •Able to summarize or explain one's own ideas about dreams, plans ,inter	•Able to explain one's own opinions or ideas with firm reasons and to state opinions summarizing various views or ideas about social, cultural or one's specialized field's topics. •Able to take initiatives for any communication.	•Able to understand and create a certain level of abstract writings and talks without any difficulties. •Able to talk with native speakers naturally without getting nervous. •Able to explain one's own ideas with strong/weak points and to express one's	•Able to fully understand abstract contents outside of one's specialized field. •Able to talk with native speakers naturally corresponding to his/her particular position or particular relationship with him/her. •Able to create clear and detail writings

## ■Visa Type: Student Visa (1 year and 3 months)

The school will handle the visa extension procedures to extend the stay until the expected graduation date.

## ■Application Schedule

Course Name	Enrollment Period	Application Reservation Starts	Application Period	Immigration Application	Immigration Result Notification
2-year Preparatory Course	April 2026	September 1, 2025	October 1 – November 29, 2025	Mid-December	Late February
1.5-year Preparatory Course	October 2026	March 2, 2026	April 1 – May 30, 2026	Mid-June	Late August

※Please submit the Application Reservation Sheet to make a reservation for application.

An online interview will be conducted to determine eligibility for application.

## ■Application Procedure: Please refer to page 10.



■Course Fees:

①2-year Preparatory Course (April Admission)

Course Name	Admission Fee	Tuition Fee	Facility Fee	Total
2-year Preparatory Course	100,000 yen	1,380,000 yen	60,000 yen	1,540,000 yen

※An additional fee of 30,000 yen for textbooks, JLPT examination, and event participation is required every six months.

Students may pay the above fees in installments every 6 months.

Payment Timing		Admission Fee	Tuition Fee	Facility Fee	Total
2-year Preparatory Course	Upon Enrollment	100,000 yen	345,000 yen	15,000 yen	460,000 yen
	August		345,000 yen	15,000 yen	360,000 yen
	the following February		345,000 yen	15,000 yen	360,000 yen
	the following August		345,000 yen	15,000 yen	360,000 yen

※Paid tuition will be fully refunded only in the event that your visa application is denied by the Japanese Embassy or Consulate in your country. It will not be refunded for any other reason.

②1.5-year Preparatory Course (October Admission)

Course Name	Admission Fee	Tuition Fee	Facility Fee	Total
1.5-year Preparatory Course	100,000 yen	1,035,000 yen	45,000 yen	1,180,000 yen

※An additional fee of 30,000 yen for textbooks, JLPT examination, and event participation is required every six months.

Students may pay the above fees in installments every 6 months.

Payment Timing		Admission Fee	Tuition Fee	Facility Fee	Total
1.5-year Preparatory Course	Upon Enrollment	100,000 yen	345,000 yen	15,000 yen	460,000 yen
	the following February		345,000 yen	15,000 yen	360,000 yen
	the following August		345,000 yen	15,000 yen	360,000 yen

※Course fees that have been paid will be fully refunded only if a visa is denied by the Japanese Embassy or Consulate. No refunds will be issued for any other reason.

■Contact Person in Japan: Please refer to page 10.

■Financial Sponsor: Please refer to page 10.

■Others: -Student Dormitory

For those who require accommodation, the school can introduce student dormitories under school contracts or affiliated real estate agencies. Please consult through your contact person in Japan.

### **-Scholarships**

Students with a student visa who have been enrolled at the school for over six months and have excellent academic performance and attendance may be eligible to apply for the following scholarships:

- ①Yokohama YMCA Scholarship (20,000 yen per month for one year)
- ②JASSO (Japan Student Services Organization) Scholarship for Privately-Financed International Students (48,000 yen per month for one year)
- ③Kyoritsu International Foundation Scholarship (60,000 yen per month for one year)

### **-National Health Insurance**

All students with a student visa must enroll in the National Health Insurance system. With this insurance, medical expenses at hospitals and pharmacies are reduced to 30%. Students are responsible for paying the monthly insurance fee (approximately 1,000 to 2,000 yen).

### **-Student Commuter Pass**

Students are eligible to purchase commuter passes and receive student discounts for public transportation.

### **-Disaster and Accident Insurance**

This insurance covers death, hospitalization, or outpatient treatment due to accidents during school activities. The insurance premium is paid by the school.

### **-Health Checkup**

An annual health checkup is provided free of charge. The cost is covered by the school.

### **-Volunteer Tutor Program**

Students who wish to improve their conversation skills can practice after class with Japanese volunteer tutors.

### **-Main Educational Destinations for 2024 Graduates**

**Graduate Schools:** Kanagawa University Graduate School, etc.

**Universities:** Kanto Gakuin University, Okayama University, Ashikaga University, Nagoya University of Commerce and Business, etc.

**Vocational Schools:** Yokohama YMCA College (Department of Global Information & Technology Business), YMCA College of Human Services (Department of Care & Welfare), Iwatani Gakuen Yokohama IT Business College, Tokyo College of Sushi & Washoku, Tsuji Culinary Institute, etc.

### **-Main Employment Destinations for 2024 Graduates**

Minna no Mirai Planning Co., Ltd., New Tokyo Co., Ltd., Libest Co., Ltd., Front Up Co., Ltd., Swissport Japan Co., Ltd., J-Foods Co., Ltd., SNS Soft Co., Ltd., UB Co., Ltd., Vertex Digital Marketing Co., Ltd., etc.

### **-2024 JLPT Results (Japanese-Language Proficiency Test)**

<b>1st Session</b>	N1 Examinees: 1	Passes: 1
	N2 Examinees: 4	Passes: 3
<b>2nd Session</b>	N1 Examinees: 8	Passes: 3
	N2 Examinees: 21	Passes: 9

■Application Documents: Please refer to page 11.

## Contact Person in Japan (Common Requirement for All Applicants)

To apply to our school, a resident contact person in Japan is required. This person will be responsible for assisting with the preparation and submission of application documents, and after the student arrives in Japan, they will be expected to support the student in their daily life. In some cases, the school may request their cooperation in providing academic guidance as well.

The resident contact person must meet the following requirements, regardless of nationality:

- ① A relative, acquaintance, or friend who knows the applicant and their family well.
- ② Someone who resides in Japan and has a solid understanding of the Japanese language, laws, culture, and customs.
- ③ Someone who lives in Kanagawa Prefecture or the Kanto region.

## Financial Sponsor (Common Requirement for All Applicants)

The person who assumes full financial responsibility for the applicant's study and living expenses in Japan is referred to as the financial sponsor. The qualifications for a sponsor are as follows:

### **A: If the applicant is self-financed**

- ① The applicant must have a certain period of work experience.
- ② The applicant must have the financial means to cover all expenses during the study period and be able to provide supporting documentation.

### **B: If the financial sponsor resides in the applicant's home country**

- ① The sponsor must, in principle, be a close relative of the applicant (e.g., parents, siblings, grandparents).
- ② The sponsor must have the financial means to cover all expenses during the study period and be able to provide supporting documentation.

### **C: If the financial sponsor resides in Japan**

- ① If the sponsor is a Japanese national, the sponsor must have a valid reason or close relationship to justify assuming financial responsibility.
- ② If the sponsor is a foreign national, the sponsor must, in principle, be a close relative of the applicant (e.g., parents, siblings, grandparents).
- ③ The sponsor must have the financial means to cover all expenses during the study period and be able to provide supporting documentation.

## Application Procedure (Common Requirement for All Applicants)

### ① Application

To apply, an **Application Reservation Sheet** must be submitted in advance. An online interview will be conducted to determine eligibility. **Advance reservation** is required for all applications; applications without a reservation will not be accepted. All application documents must be prepared and submitted in person to the Japanese Department Office by a contact person residing in Japan. Applications by postal mail will not be accepted. The application fee of 20,000 yen must be paid via bank transfer. Applications are accepted on weekdays and Saturdays from 9:00 AM to 5:00 PM. Applications are not accepted on Sundays or national holidays. Please note that the application fee is non-refundable under any circumstances.

## ② Screening and Application for the Certificate of Eligibility (CoE)

An Admission Letter will be issued to applicants who are deemed eligible through the internal screening process. The school will then apply for a Certificate of Eligibility at the Tokyo Regional Immigration Bureau, Yokohama Branch. If necessary, a local interview and/or written exam may be conducted, as well as an interview with the contact person in Japan.

## ③ Immigration Screening and Visa Issuance

The result of the Certificate of Eligibility (CoE) application, submitted to the Tokyo Regional Immigration Bureau, Yokohama Branch, will be communicated by the school to the applicant's contact person in Japan. Once tuition payment is confirmed, the Certificate of Eligibility will be sent by email to those who have been granted it. Applicants must then obtain a visa from the Japanese embassy or consulate in their home country.

### Application Documents (Common Requirement for All Applicants)

Please read the following instructions carefully and prepare the required documents by referring to the sample forms.

- ① All documents must be dated within 3 months prior to submission to the Immigration Bureau.
- ② Use a pen or ballpoint pen to fill out the forms. Documents marked with ★ can be downloaded from the website:  
( <http://www.yokohamaymca.ac.jp/jls/> )
- ③ In case of handwritten errors, corrections must be made by drawing a double line through the mistake. Correction fluid is not permitted.
- ④ For documents marked with ▲ that are written in a language other than Japanese, attach a Japanese translation. The translator's name and relationship to the applicant must be written on the translation.
- ⑤ All copies must be on single-sided A4-size paper and clearly legible.
- ⑥ Official certificates must include the name, address, phone number of the issuing institution, the name of the issuer, and the date of issue.
- ⑦ Only applicants from countries or regions not listed in the annex designated by the Immigration Services Agency of Japan are required to submit the documents marked ◎.  
(<https://www.moj.go.jp/isa/content/001363332.pdf> )
- ⑧ If a Certificate of Eligibility has ever been applied for in the past under the "Student" status or any other status of residence, this must be clearly declared.

**※Additional documents may be requested as needed.**

## I . Documents to Be Submitted by the Applicant

### ① Application Form (YMCA designated form) ★

- The form must be completed in Japanese, Chinese, or English.
- Applicant's signature and date must be included.

### ② Photographs (4 copies, 4 cm × 3 cm)

- Photos must be taken within the past 3 months.
- Applicant's name and date of birth should be written on the back of each photo.
- One photo should be affixed to the application form.

**③Certificate of Graduation from the Most Recent School ▲**

- Please submit the original diploma (to be returned after the immigration screening) or a certificate of graduation.

**④Statement of Purpose (YMCA designated form) ★ ▲**

- The applicant must clearly describe the reason for studying in Japan and post-graduation plans after completing the Japanese language program.

**⑤Copy of Passport**

- Submit copies of the page with the photograph and any pages showing records of entry into Japan.

**⑥Certificate of Enrollment or Certificate of Employment ▲**

- If currently enrolled in an educational institution, please submit a certificate of enrollment.
- If currently employed, please submit a certificate of employment.
- Others are not required to submit this document.

**⑦Certificate of Japanese Language Study ▲**

- 1) A copy of the result notice from the JLPT or another official Japanese language test.
- 2) A certificate issued by a Japanese language school, indicating the study period, total hours studied, grades, attendance rate, and textbooks used.

## **II. Documents to Be Submitted by the Financial Sponsor**

### **A If the applicant is self-financed:**

**①Payment Form (YMCA designated form) ★ ▲**

- Please select one form from the available language options.
- Please complete the form in the selected language by referring to the sample provided.

**②Certificate of Bank Balance ▲**

- The certificate must be issued under the sponsor's name and indicate a balance of no less than 2,000,000 yen.

**③Documents proving the formation of the bank savings ▲ ◎**

- Please submit documents such as bank transaction records for the past one year that show the formation of the savings.

### **B If the financial sponsor resides in the applicant's home country:**

**①Payment Form (YMCA designated form) ★ ▲**

- Please select one form from the available language options.
- Please complete the form in the selected language by referring to the sample provided.

**②Certificate of Bank Balance ▲**

- The certificate must be issued under the sponsor's name and indicate a balance of no less than 2,000,000 yen.

③ Documents proving the relationship between the sponsor and the applicant ▲

- Please submit documents such as a family register or birth certificate.
- If the sponsor is not a relative, submit a written explanation of the relationship in detail.

④ Documents proving the formation of the bank savings ▲ ◎

- Please submit documents such as bank transaction records for the past one year that show the formation of the savings.

**C If the financial sponsor resides in Japan**

① Payment Form (YMCA designated form) ★ ▲

- Please select one form from the available language options.
- Please complete the form in the selected language by referring to the sample provided.

② Certificate of Bank Balance ▲

- The certificate must be issued under the sponsor's name and indicate a balance of no less than 2,000,000 yen.

③ Documents proving the relationship between the sponsor and the applicant ▲

- Please submit documents such as a family register or birth certificate.
- If the sponsor is not a relative, submit a written explanation of the relationship in detail.

④ Documents proving the formation of the bank savings ▲ ◎

- Please submit documents such as bank transaction records for the past one year that show the formation of the savings.

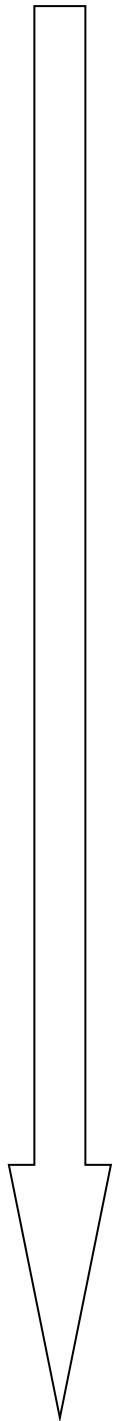
**III. Documents to Be Submitted by the Contact Person Residing in Japan**

① Pledge Form by Contact Person in Japan (YMCA designated form) ★

② Copy of Identification Document

- Please submit a double-sided copy of an identification document with a photo, such as a driver's license or residence card.

## Procedure from Application to Enrollment



### *Contact Person in Japan*      **Submit Application**

- ※The eligibility to apply will be determined after the application reservation and an online interview.
- ※The contact person in Japan must submit the application documents and pay the screening fee (20,000 yen).

### *YMCA*      **Internal Screening**

- ※Applicants are screened based on submitted documents, the interview with the contact person in Japan, and local examination results (written test and interview).

### *YMCA*      **Notification of Admission (Issuance of Admission Letter)**

- ※If accepted, the applicant will receive an Admission Letter. If not accepted, all application documents will be returned.

### *YMCA*      **Application for “Certificate of Eligibility”**

- ※YMCA will submit the applicant’s documents to the Tokyo Regional Immigration Bureau, Yokohama Branch.

### *Immigration Bureau*      **Immigration Screening Results (Issuance of Certificate of Eligibility)**

- ※Once issued, the school will receive the Certificate of Eligibility from Immigration and notify the contact person in Japan.

### *Financial Sponsor*      **Payment of Course Fees**

- ※Please pay the course fees using the designated method.

### *YMCA*      **Sending of “Certificate of Eligibility”**

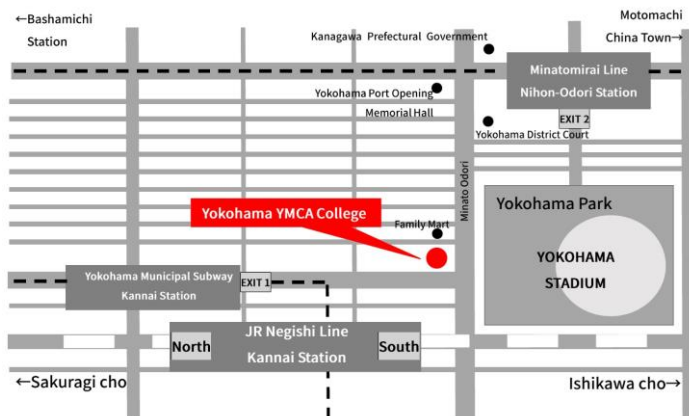
- ※The Certificate of Eligibility will be sent by email from YMCA to the contact person in Japan.

### *Applicant*      **Visa Application at Japanese Embassy / Consulate**

- ※Please apply for a visa at the nearest Japanese Embassy or Consulate.

### *Applicant*      **Arrival in Japan / Enrollment**

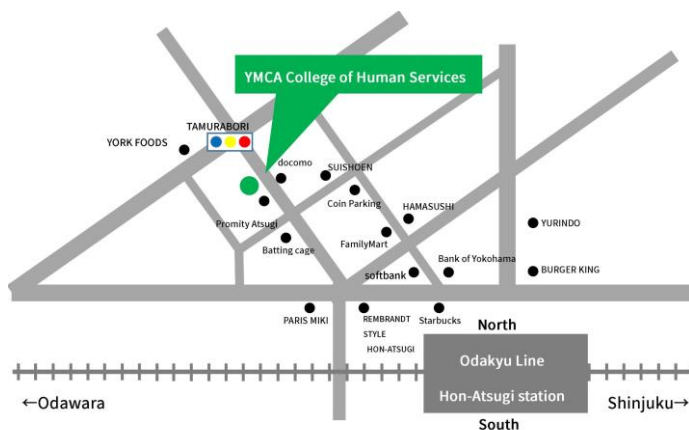
- ※Please inform the school of your planned date of arrival in Japan.



### **Yokohama YMCA College Department of Japanese Language**

1-7 Tokiwa-cho, Naka-ku, Yokohama,  
Kanagawa 231-0014, Japan  
TEL: 045-661-0080 FAX: 045-651-0223  
E-mail: gakuin-jl@yokohamaymca.org

**3-minute walk from Kannai Station (JR  
Negishi Line / Yokohama Municipal Subway)  
6-minute walk from Nihon-Odori Station  
(Minatomirai Line)**



### **YMCA College of Human Services, Department of Japanese Language**

4-16-19 Nakacho, Atsugi, Kanagawa  
243-0018, Japan  
TEL: 046-223-1441 FAX: 046-223-2101  
E-mail: kenko-jl@yokohamaymca.org

**4-minute walk from Hon-Atsugi Station  
(Odakyu Line)  
(Approx. 60 minutes by limousine bus from  
Haneda Airport. 3-minute walk from the Hon-  
Atsugi Station bus stop to YMCA)**