



Academic Year 2025

Department of Japanese Language  
Admission Information  
(J1)

April 2025 Admission  
October 2025 Admission

YOKOHAMA YMCA COLLEGE  
YMCA COLLEGE OF HUMAN SERVICES

Website

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



## YOKOHAMA YMCA COLLEGE

At the Yokohama YMCA Department of Japanese Language Studies, you will aim to thoroughly master the Japanese language by developing the four main skills of “listening”, “speaking”, “reading”, and “writing”. It is perfect for those who wish to pursue further studies at technical schools, universities and graduate schools, or work in Japan.

■**Course Structure** : There are two type of courses according to the purposes of study.

Course	Start of Term	Course Length
A: Regular Japanese Course	April 2025	1 year (April 2025 to March 2026)
	October 2025	1 year (October 2025 to September 2026)

★This course aims to develop Japanese language ability from elementary to intermediate level.  
You will be able to master basic Japanese communication skills that will help your everyday life.

Course	Start of Term	Course Length
B: Japanese and Culture Studies Course	April 2025	1 year (April 2025 to March 2026)
	October 2025	1 year (October 2025 to September 2026)

★This course aims to develop Japanese language ability at an advanced level.  
You will be able to master practical Japanese communication skills that will help you secure employment, pursue further studies, and deal with various social situations.

- ※Students that complete the Regular Japanese Course will be allowed to take an additional year in the Japanese and Culture Studies Course. The study period will be two years in total.
- ※The school will issue graduation certificates for students who enroll for a certain period and meet the required attendance percentages and grades.

■**Maximum Enrollment**: 120 students in total.  
(Regular Japanese Course: 80 students, Japanese and Culture Studies Course: 40 students)  
※The maximum number of students in each class is 20.

■**Class Hours**:

A/B Course: 5 hours a day, 5 days a week from Monday to Friday  
(25 hours a week, 36 weeks a year, total of 900 periods)

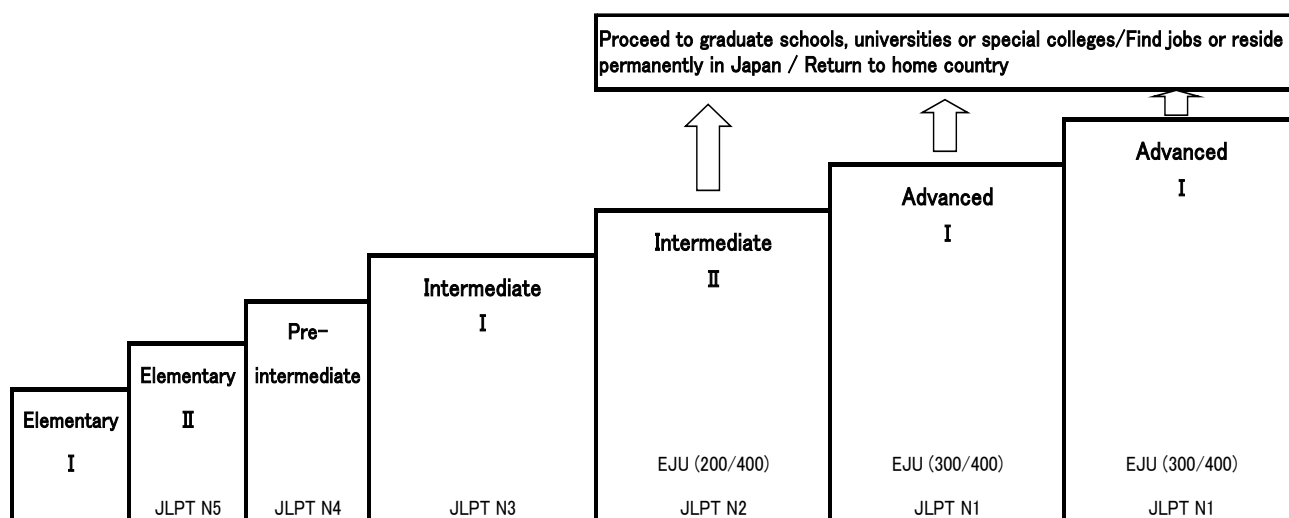
Homeroom	First Period	Second Period	Third Period	Fourth Period	Fifth Period
9:00~9:10	9:10~10:00	10:10~11:00	11:10~12:00	13:00~13:50	14:00~14:50

- ※No classes on Saturdays, Sundays, and national holidays.
- ※Long Vacations: Please check the Annual Schedule for further details.
  - ☆Summer Holidays (about 3 weeks from late July to mid-August)
  - ☆Autumn Holidays (about 3 weeks from mid-September to early October)
  - ☆Winter Holidays (about 3 weeks from late December to mid- January)
  - ☆Spring Holidays (about 3 weeks from mid- March to early April)

■Application Requirements :

- ①Applicants must have completed 12 years of formal education or have the entrance qualifications for higher education such as universities in their home country,
- ②Applicants for the Regular Japanese Course must have a Japanese language ability equivalent to the Japanese Language Proficiency Test N5 (about 150 hours of Japanese language studies).
- ③Applicants for the Japanese and Culture Studies Course must have a Japanese language ability equivalent to the N2 level of the Japanese Language Proficiency Test.
- ④Applicants must have a contact person residing in Japan.

■Levels:



Term	6 months			6 months	6 months	6 months	6 months
Main Textbook	Minnano Nihongo I	Minnano Nihongo II	Chu-kyu E Ikou	Chu-kyu Wo Manabou	Te-mabetsu: Chu-kyu Kara Manabu Nihongo	Shin: Chu-kyu Kara Jyo-kyu E No Nihongo	Kokkyo Wo Koete
Subject	Kanji, LL, Comprehension, Conversation, Composition			Kanji, LL, Rapid Reading, Conversation, Composition	Kanji, LL, Conversation, Composition, Grammar, Activities	Kanji, LL, Conversation, Composition, Grammar, Activities	Kanji, LL, Conversation, Composition, Grammar, Activities
Target Level	Can understand basic Japanese language from simple expressions. Can hold easy conversation in their own everyday life.			Can understand Japanese language used in everyday life to a certain degree. Can convey one's own opinion and its reason on daily topics in social life using simple expressions.	Can understand Japanese language used in wider range of scenes to a certain degree, in addition to the language used in everyday life. Can express one's own opinion clearly on various topics in social life.	Can understand Japanese language used in various scenes. Can convey logical opinions and discussions on various topics using appropriate words that match what is intended.	

■Visa Type: College Student Visa (*ryuugaku* visa). One year and three months.

※If the student is taking an additional Japanese and Culture Studies Course after completing the Regular Japanese Course, the school will apply for an extension of period of stay of his/her visa for another 1 year.

■Application Period:

Course	Starting of the Course	Application Period	Apply for Visa	Result of Visa Application
Regular Japanese Course Japanese and Culture Studies Course	April 2025	October 1 (Tue.) to November 30 (Sat.) 2024	Mid-December	Late February
	October 2025	April 1 (Tue.) to May 31 (Sat.) 2025	Mid-June	Late August

※We may stop accepting applications even within the above period, when the course reaches maximum enrollment.

■Application Procedure: Refer to page 10.

■Tuition and Fees:

Course	Entrance Fee	Tuition	Facility Fee	Total
Regular Japanese Course	100,000 yen	710,000 yen	20,000 yen	830,000 yen
Japanese and Culture Studies Course				

※In addition to the above, students are required to pay for class materials and other related expenses (20,000 yen for every 6 months).

Students may pay in installments every 6 months.

Payment Due	Entrance Fee	Tuition	Facility Fee	Total
When Entering School (April/ October)	100,000 yen	355,000 yen	10,000 yen	465,000 yen
August/ The Following February				365,000 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.

■Contact Person in Japan: Refer to page 10.

■Financial Sponsor: Refer to page 10.

■Others: -Student Dormitory:

If the student requires housing, the YMCA will introduce a contracted student dormitory, an affiliated dormitory or a real estate agent. Students that require assistance with this matter should have his/her contact person contact the YMCA about it.

Our students are qualified to lodge at the Yokohama International Student House.

### **-Scholarships**

Students with a student visa that have been studying at the YMCA for more than 6 months after enrollment and have excellent records (study and attendance) will have the opportunity to be granted the following scholarships.

- ①Scholarship of the Yokohama YMCA College Department of Japanese Language  
(¥10,000 per month, for 6 months, about 4 students)
- ②Scholarship for Privately Financed International Students offered by the Ministry of Education, Culture, Sports, Science and Technology (¥48,000 per month for 1 year or 6 months, about 2 students.)
- ③Scholarship offered by Kyoritsu International Foundation (¥60,000 per month for 1 year, 1 student or none.)

### **-National Health Insurance**

Every student with a student visa must join the National Health Insurance. With the aid from this insurance system, you will only be required to pay 30% of medical bills at hospitals and pharmacies. Students will pay a premium of about ¥1,000 to ¥2,000 per month.

### **-Student Commuting Tickets**

Students have the right to purchase student commuting tickets. Also, the school can issue student discount certificates for transportation.

### **-Student Insurance System**

This system compensates for injuries or deaths that occur during school activities, including the expense of medical treatments and hospitalization. The school will pay these premiums.

### **-Health Examination**

Occurs once a year in which the YMCA will pay the expenses.

### **-Volunteer Tutoring System**

A Japanese volunteer will help you with your conversational practices after school upon your request.

### **-Using On-Site Facilities**

There are a swimming pool, a training room, and a running track at the Yokohama Central YMCA where the Japanese Language Department is located. Students of our Japanese course may use these facilities free of charge during designated hours.

**-Major further schooling of the graduates in 2023**

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

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

**Vocational Schools:** Yokohama YMCA College (International Information Business), YMCA College of Human Services (Nursing Care and Welfare), Iwatani Gakuen Techno Business College, Tokyo College of Sushi & Washoku, Tsuji Culinary Institute, Noutatsu College of Technology, Gregg International College, Waseda-Sokki Welfare & Medical Institute, etc.

**-Major places of employment of the graduates of 2023**

Minnano Mirai Keikaku Co., Ltd., NEWTOKYO Restaurant Co., Ltd., LIBEST Co., Ltd., Front-up Co., Ltd., Swissport Japan Ltd., J-Foods Co., Ltd., SNS Soft Co., Ltd., ADTEC Corporation, Entrust Inc., SunWell Solutions Co., Ltd., Yoube Co., Ltd. Vertex Digital Marketing Co., Ltd., PChome Bibian Inc., Koshida Corporation, etc.

**-Results of Japanese Language Proficiency Test for 2023**

<b>The First JLPT</b>	N 1:	1 successful candidates out of	1 examinees
	N 2:	3 successful candidates out of	4 examinees
<b>The Second JLPT</b>	N 1:	3 successful candidates out of	8 examinees
	N 2:	9 successful candidates out of	21 examinees

■Application Documents: Refer to page 11.

## YMCA COLLEGE OF HUMAN SERVICES

At the YMCA College of Human Services Department of Japanese Language Studies, 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	Start of Term	Studying Period
2-year Preparatory Course	April 2025	2 years (April 2025 to March 2027)
1.5-year Preparatory Course	October 2025	1.5 years (October 2025 to March 2027)

※The school will issue graduation certificates for students who have enrolled for a certain period and have met the required attendance percentage and grades.

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

※The maximum number of students in each class is 20.

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

4 periods a day, 5 days a week from Monday to Friday

(20 periods a week, 40 weeks a year, total of 800 periods)

	First Period	Second Period	Third Period	Fourth Period
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

※Students will be divided into classes according to their results of the placement test.

You cannot choose class hours and levels.

※Closed on Saturdays, Sundays, and national holidays.

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

☆Summer Holidays (about 2 weeks from early August to mid-August)

☆Autumn Holidays (about 3 weeks from late September to early October)

☆Winter Holidays (about 2 weeks from late December to early January)

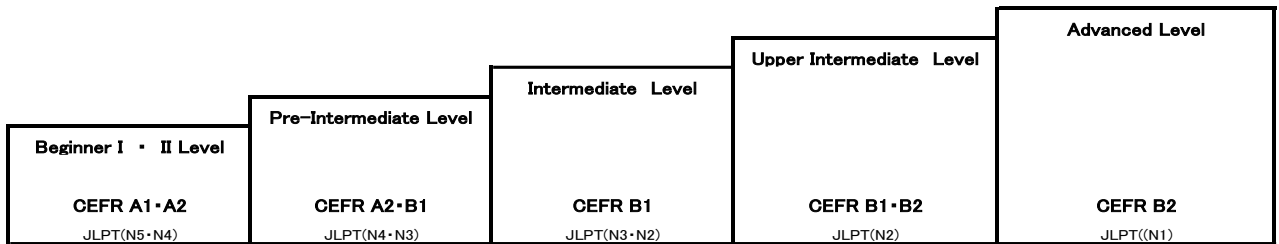
☆Spring Holidays (about 3 weeks from mid-March to early April)

### ■Application Requirements:

- 1) The applicant must have completed 12 years of formal education or meet requirements for admission into higher education, such as universities, in their home country.
- 2) The applicants for the Department of Japanese Language must have a Japanese language ability equivalent to the Japanese Language Proficiency Test N5 (about 150 hours of Japanese language studies) and provide proof of results of official Japanese language tests.
- 3) The applicant 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.



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, Kanjicharacters, JLPTgrammar,Listening/Read ing Comprehension, Composition, Conversation, JLPT Preparation, AboutJapan	Pronunciation, Kanjicharacters, JLPT grammar,Listening/Reading Comprehension,Composition,Co nversation ,JLPT Preparation, Project works
Aim	<ul style="list-style-type: none"> <li>•Able to understand basic vocabularies and expressions necessary for daily life.</li> <li>•Able to have daily conversation and to explain about oneself.</li> </ul>	<ul style="list-style-type: none"> <li>•Able to explain about familiar events, things or people with one’s own judgment.</li> <li>•Able to negotiate in order to achieve certain objectives in daily life.</li> <li>•Able to summarize or explain one’s own ideas about dreams, plans ,inter</li> </ul>	<ul style="list-style-type: none"> <li>•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.</li> <li>•Able to take initiatives for any communication.</li> </ul>	<ul style="list-style-type: none"> <li>•Able to understand and create a certain level of abstract writings and talks without any difficulties.</li> <li>•Able to talk with native speakers naturally without getting nervous.</li> <li>•Able to explain one’s own ideas with strong/weak points and to express one’s</li> </ul>	<ul style="list-style-type: none"> <li>•Able to fully understand abstract contents outside of one’s specialized field.</li> <li>•Able to talk with native speakers naturally corresponding to his/her particular position or particular relationship with him/her.</li> <li>•Able to create clear and detail writings</li> </ul>

■**Visa Type:** College Student Visa (*ryuugaku* visa). Two years and three months / two years.

■**Application Period**

Courses	Start of Term	Application Period	Apply for Visa	Result of Visa Application
2-year Preparatory Course	April 2025	October 1 (Tue.) to November 30 (Sat.) 2024	Mid-December	Late February
1.5-year Preparatory Course	October 2025	April 1 (Tue.) to May 31 (Sat.) 2025	Mid-June	Late August

※We may stop accepting applications even within the above period, when the course reaches maximum enrollment.

■**Application Procedure:** Refer to page 10.



■**Fees:** Tuition and other fees for each course are as given below.

① 2-year Preparatory Course (starting from April)

Course	Entrance Fee	Tuition	Facility Fee	Total
2-year Preparatory Course	100,000 yen	1,280,000 yen	40,000 yen	1,420,000 yen

※In addition to the above, students are expected to pay for additional expenses including class materials, JLPT examination fees, event fees, etc. (30,000 yen for every 6 months).

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

Payment Due		Entrance Fee	Tuition	Facility Fee	Total
2-year Preparatory Course	When Entering School	100,000 yen	320,000 yen	10,000 yen	430,000 yen
	August	/	320,000 yen	10,000 yen	330,000 yen
	The Following February	/	320,000 yen	10,000 yen	330,000 yen
	The Following August	/	320,000 yen	10,000 yen	330,000 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.

② 1.5-year Preparatory Course (starting from October)

Course	Entrance Fee	Tuition	Facility Fee	Total
1.5-year Preparatory Course	100,000 yen	960,000 yen	30,000 yen	1,090,000 yen

※In addition to the above, students are expected to pay for additional expenses including class materials, JLPT examination fees, event fees, etc. (30,000 yen for every 6 months).

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

Course	Payment Due	Entrance Fee	Tuition	Facility Fee	Total
1.5-year Preparator y Course	When Entering School	100,000 yen	320,000 yen	10,000 yen	430,000 yen
	The Following February	/	320,000 yen	10,000 yen	330,000 yen
	The Following August	/	320,000 yen	10,000 yen	330,000 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.

■**Contact Person in Japan:** Refer to page 10.

■**Financial Sponsor:** Refer to page 10.

■**Others:**

-**Student Dormitory**

For those who need accommodations, we will introduce you to school dormitories or affiliated real estate companies. Please consult with your liaison in Japan.

### **-Scholarships**

Students who have been enrolled in our school for more than 6 months on a student visa and have good grades and attendance are eligible to receive the following scholarships after screening.

- 1) Scholarship of the Yokohama YMCA (¥20,000 per month, for 1 year.)
- 2) Scholarship for Privately Financed International Students offered by the Japan Student Services Organization (JASSO) (¥48,000 per month for 1 year.)
- 3) Scholarship offered by Kyoritsu International Foundation (¥60,000 per month for 1 year.)

### **-National Health Insurance**

Every student with a student visa must join the National Health Insurance. With the aid from this insurance system, you will only be required to pay 30% of medical bills at hospitals and pharmacies. The student will pay an insurance premium of about ¥1,000 to ¥2,000 per month.

### **-Student Commuting Tickets**

Students can purchase student commuting tickets. Also, the school can issue student discount certificates for transportation.

### **-Student Insurance System for Vocational Schools**

This system compensates for deaths, hospitalizations, and outpatient treatments due to disasters and accidents during school activities. The premium will be paid by the school.

### **-Health Examination**

Occurs once a year in which the school will pay the expenses.

### **-Volunteer Tutoring System**

A Japanese volunteer will help you with your conversational practices after school if you wish.

### **-Major further schooling of the graduates in 2023**

**-University:** Toyo University

**-Vocational Schools:** YMCA College, College of Business and Communication, Nakano School of Business, Iwatani Gakuen Techno Business Childcare College, Japan Health and Medical College, Atsugi College (Culinary Department), HOLLYWOOD University of Beauty & Fashion, etc.

### **-Major places of employment of the graduates of 2023**

Kashima Toshi Kaihatsu Co., Ltd., ASIAN GROUP, TRICOLORE Co., Ltd., Shuwa Co., Ltd., Medical Corporation Tesshokai, etc.

### **-Results of Japanese Language Proficiency Test for 2023**

<b>The First JLPT</b>	N 1: 0 successful candidates out of	3 examinees
	N 2: 5 successful candidates out of	16 examinees
<b>The Second JLPT</b>	N 1: 2 successful candidates out of	7 examinees
	N 2: 8 successful candidates out of	23 examinees

■**Application Documents:** Refer to page 11.

## **Contact Person in Japan (common to each school)**

A contact person living in Japan is required when applying to our school. As well as preparing and submitting the student's application materials, the contact person will be asked to help and support the student's life in Japan once they arrive. Also, the contact person may be asked to assist the student with their studies after entering the school.

A contact person must meet the following requirements. Any nationality is accepted.

- 1) The person must be a relative or a friend of the student and must know the student and their family very well.
- 2) The person must be well settled in Japan and must have a good understanding of the Japanese language, laws, culture, and customs.
- 3) The person must reside in Kanagawa prefecture or the Kanto region.

## **Financial Sponsor (common to each school)**

A "financial sponsor" is a person who will be responsible for providing all the required funds while the student is studying at the YMCA.

The financial sponsor must meet the following requirements:

### **A: In the case that the financial sponsor is the student themselves**

- ① They must have an employment history for certain period of time.
- ② They must be able to show proof that they are able to provide all required funds for the duration of their studies.

### **B: In the case that the financial sponsor is living in the student's home country**

- ① They must basically be a close relative of the student (parent, sibling, grandparent, etc.).
- ② They must be able to show proof that they are able to provide all required funds for the duration of the student's studies.

### **C: In the case that the financial sponsor is living in Japan**

- ① If the person is Japanese, they must have a close relation to the student and appropriate reasons for supporting the student.
- ② If the person is a foreigner, they must basically be a close relative of the student (parent, sibling, grandparent, etc.)
- ③ They must be able to show proof that they are able to provide all required funds for the duration of the student's studies.

## **Application Procedure: (common to each school)**

### **① Submit application**

Advance appointments are required when submitting an application. Have your contact person in Japan submit all the application documents directly to the Japanese Language Department front desk. We do not accept applications by mail. Please pay the application fee (20,000 yen) by bank transfer. Applications are accepted from 9 a.m. to 5 p.m. on weekdays and Saturdays. Applications are not accepted on Sundays and holidays. Once paid, the application fee will not be refunded for any reason.

### **② Screening, Application for "Certificate of Eligibility"**

After screening at the school, the YMCA will issue a "Notification of Acceptance" for those who are qualified to study at the YMCA. The school will then submit an application for a "Certificate of Eligibility" to the Yokohama District Immigration Office. During screening, when necessary, on-site tests (an interview and a written test) and an interview with your contact person will be administered.

### ③ Procedures by the Immigration Office, Issuance of Visa

The school will inform the contact person on the result of the application for a “Certificate of Eligibility” from the Yokohama District Immigration Office. Once your “Certificate of Eligibility” has been issued, the school will forward it to you via email after your tuition payment has been received. You are required to take this document to the Japanese Embassy or Consulate in your country to be able to receive your visa.

### Application Documents (common to each school)

Please read the following notes carefully before preparing the necessary application forms using the samples as a guide.

- ① All documents must be dated no more than 3 months before the date of submission to the Immigration Office.
- ② Complete the forms with a black or blue pen or ball-point pen. You may download the application documents listed below with ★ mark from our website.  
( <http://www.yokohamaymca.ac.jp/jls/> )
- ③ If you make any mistakes while hand writing, **draw two lines** across the mistake/s and correct it/them. Do not use white-out (correction fluid).
- ④ For materials listed below with ▲ mark, enclose a Japanese translation, and indicate the translator’s full name and affiliation (such as relationship with the applicant).
- ⑤ Please make all photocopies in A4 size with clear printing on only one side.
- ⑥ Please note that the name, address and telephone number of the institution, as well as the issuer’s and the date of issue are required on documents issued by official institutions.
- ⑦ Documents with © mark should be submitted only by applicants from countries/regions not listed in the Appendix designated by the Immigration Services Agency of Japan.  
(<https://www.moj.go.jp/isa/content/001363332.pdf> )
- ⑧ If you have previously applied for a “Certificate of Eligibility” for studying abroad or other resident statuses and not been accepted, please be sure to state this.

**※You may be required to provide documents other than the ones listed below.**

#### I: The materials from the applicant

##### ① Application Form (form provided by the YMCA) ★

- The form must be filled out in Japanese, Chinese, or English.
- Please be sure to sign your signature and write down the date.

##### ② 4 Photos (4cmx3cm)

- Photos must be taken within 3 months.
- Write your name and date of birth on the back of each copy.
- Attach 1 photo to the application form.

##### ③ Diploma of the Last School Attended, etc. ▲

- Please submit the original document of diploma (will be returned to you after inspection by the immigration office) or a certificate of graduation from the last school attended.

##### ④ Statement of Purpose (printed form provided by the YMCA) ★ ▲

- The applicant should explain the reasons why they wish to study in Japan, and what they plan to do after graduating from the Japanese school.

⑤ Photocopies of the Applicant's Passport

- Please include the page with your photo, and all the pages with records of entering Japan.

⑥ Certificate of Enrollment or Certificate of Employment ▲

- If you are currently a student, please submit a certificate of enrollment. If you are currently employed, please submit a certificate of employment.
- If none of the above apply, you do not have to submit anything.

⑦ Proof of Japanese Language Study ▲

- 1) A copy of the official results of the Japanese Proficiency Test or other official Japanese language test.
- 2) Certificates issued by Japanese language schools or other similar organizations previously attended (stating the period of study, hours in total, grades, attendance rate, and text books).

## II: The materials from the financial sponsor

### A If the financial sponsor is the applicant:

① Payment Form (printed form provided by the YMCA) ★ ▲

- Choose one blank form to use for each language.
- Please complete the form in each language by referring to the sample.

② A Current Certificate of Deposit Balance Issued by a Bank ▲

- The bank account must be under the name of the applicant, holding not less than 2,000,000 Japanese yen.

③ Documents to prove asset formation of the Current Certificate of Deposit Balance ▲ ◎

- Please submit documents to prove asset formation such as deposit and withdrawal records of the deposit balance in the past 1 year.

### B If the financial sponsor is living in the applicant's home country:

① Payment Form (printed form provided by the YMCA) ★ ▲

- Choose one blank form to use for each language.
- Please complete the form in each language by referring to the sample.

② A Current Certificate of Deposit Balance Issued by Bank ▲

- The bank account must be under the name of the financial sponsor, holding not less than 2,000,000 Japanese yen.

③ Document explaining the Financial Sponsor's Relationship to the Applicant ▲

- Please submit a family register, birth certificate or other official document showing the financial sponsor's relationship with the applicant.
- If the financial sponsor is not a close relative of the applicant, submit a detailed written explanation of the relationship.

④ Documents to prove asset formation of the Current Certificate of Deposit Balance ▲ ◎

- Please submit documents to prove asset formation such as deposit and withdrawal records of the deposit balance in the past 1 year.

**C If the financial sponsor is living in Japan:**

① Payment Form (printed form provided by the YMCA) ★ ▲

- Choose one blank form to use for each language.
- Please complete the form in each language by referring to the sample.

② A Current Certificate of Deposit Balance Issued by Bank ▲

- The bank account must be under the name of the financial sponsor, holding not less than 2,000,000 Japanese yen.

③ Document explaining the Financial Sponsor's Relationship to the Applicant ▲

- Submit a family register, birth certificate or other official document indicating the financial sponsor's relationship with the applicant.
- If the financial sponsor is not a close relative of the applicant, submit a detailed written explanation of the relationship.

④ Documents to prove asset formation of the Current Certificate of Deposit Balance ▲ ◎

- Please submit documents to prove asset formation such as deposit and withdrawal records of the deposit balance in the past 1 year.

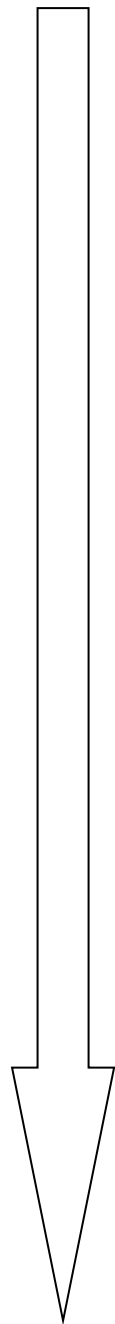
**III: Materials Required from the Contact Person in Japan**

① Signed Written Oath for Contact Person (printed form provided by the YMCA) ★

② A Photocopy of Official Identification

- A copy (both sides) of an official identification with a photo such as a Japanese Driver's License, a Foreigner Registration Card, etc.

## *How to: Apply for Admission → Obtain a Visa → Enter School*



*Contact Person in Japan*      **Submit Application**  
※The applicant's contact person in Japan should submit the application materials and pay the application fee (¥20,000)

*YMCA*      **Application Review**  
※The YMCA will review the applicant's application materials, interview the contact person, and the results of local testing (written and interview), and determine whether or not to allow admission.

*YMCA*      **Qualification (Issuance of the Notification of Acceptance)**  
※Accepted students will receive a notification of acceptance. Students that are not accepted will have their application materials returned to them.

*YMCA*      **Application for "Certificate of Eligibility"**  
※The YMCA will submit the documents of the applicant to the Immigration Office.

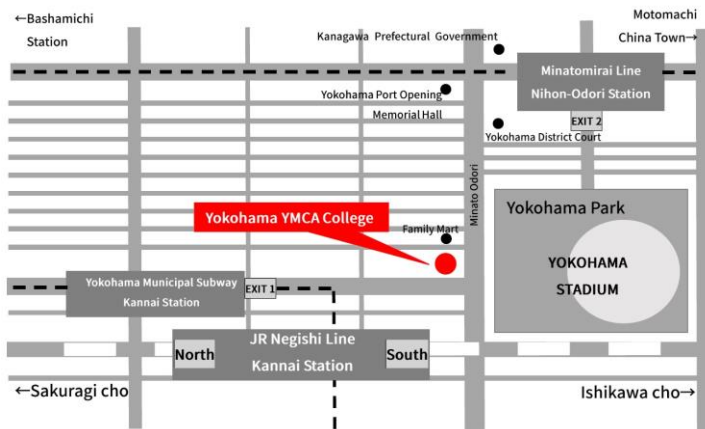
*Immigration Office*      **Result of Immigration Office Review (Issuance of the "Certificate of Eligibility")**  
※The YMCA will receive the "Certificate of Eligibility" from the Immigration Office, and notify the applicant's contact person.

*Financial Sponsor*      **Payment of the Tuition**  
※Please pay the tuition by the method specified by the YMCA.

*YMCA*      **Forwarding the "Certificate of Eligibility"**  
※The YMCA will forward the "Certificate of Eligibility" to the contact person in Japan via email.

*Applicant*      **Apply for a Visa at a Japanese Embassy or Consulate**  
※Apply for a visa at your nearest Japanese Diplomatic Establishment.

*Applicant*      **Arrive in Japan and Enter School**  
※Please be sure to inform the YMCA of your schedule for arriving Japan.

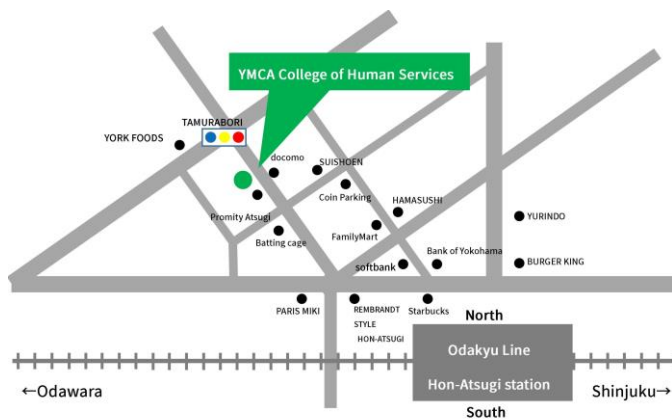


**Yokohama YMCA, Department of Japanese Language Studies**

〒231-8458

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E-mail: gakuin-jl@yokohamaymca.org

**3min. on foot from Kannai Station (JR Negishi Line or Yokohama Municipal Subway), or 6min. on foot from Nihon Oodori Station (Minato Mirai Line)**



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

〒243-0018

4-16-19, Naka-cho, Atsugi City  
Phone: 046-223-1441 FAX: 046-223-2101  
E-mail: kenko-jl@yokohamaymca.org

**4-minute walk from Hon Atsugi Station of Odakyu Line (60-minute ride on Limousine Bus from Tokyo International Airport, and 3- minute ride on local bus from Hon Atsugi Station to the YMCA)**