

Nagoya SKY Japanese Language School

名古屋 SKY 日本語学校

✚ July 2022 admission . . . One-year nine months course
(Academic period: July 2022 – March 2024)
Application deadline: February 21, 2022



【Contact us below to get admission updates】

Admission Guidelines (ENG)	nagoyasky.inquiries.adm@gmail.com
Admission Guidelines (JP)	nagoyasky.inquiry.adm@gmail.com

【Inquiries from mainland China】 WeChat [ID] [nagoyasky](#) (Matsui)

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Letter of notice regarding the changes in admissions

This letter is to notify the changes in our school admission process to all school authorities/officials (including agencies) and applicants who are applying from overseas.

【① Changes in school's admission form】

Starting from April 2022 admissions, the application form which will be submitted to our school and to the immigration will be separated into two different forms.

For the school application, applicants will receive a set of form (EXCEL and PDF form) to fill out for the admission screenings. Applicants will only receive the application form (official form) which will be submitted to the immigration once they pass the admission screenings.

【② Changes in school fees】

Our school fees have been updated which will be effective from April 2022 admissions. Please check the next page for the details.

【Questionnaire for new partnerships (Schools and agencies)】

Schools and agencies who are applying or requesting for school partnership for the first time, please fill out the attached questionnaire provided from our school. **(Required)**

【School dormitories】

Our school dormitories have closed this July (2021). Applicants who are searching for accommodation, our school is open for assisting students to find accommodations. (Ref: Page 10)

Application form has been updated and the accommodation survey section has been deleted from the form.

Notice: Make sure to not use the outdated version of the form and use the new form which will be distributed to applicants after the screenings.

【Course details and Tuitions】

Course period

July admission: July 2022 – April 2024 (One-year nine months course)

Holidays: Saturdays, Sundays, national holidays, and school holidays.

School Hours:

Mondays ~ Fridays 5 days a week


Morning class: 09:00 ~ 12:50

Afternoon class: 13:10 ~ 17:00

Tuitions and Expenses: Updated July 1, 2021 (Effective from April 2022 intake)

Fees on enrollment (tax included) . . .	760,000 JPY
<Details>	
Application fee (*)	¥ 20,000
Admission fee (*)	¥ 50,000
Tuition fee (1 st year tuition)	¥ 630,000
Miscellaneous fee (Textbook, Medical check-up, School insurance etc.)	¥ 60,000

Refund Policies

- ①  The following fees will be deducted from the tuition fee payment in case of VISA refusal and cancellations. Admission fee (20,000 JPY) + Registration fee (50,000 JPY) will be deducted from the tuition fee and the remaining balance will be refunded to the provided student's bank account. Tuition fee refund transaction fee charges must be paid by the student.
- ② Tuition fees that are already settled are non-refundable for any reason (temporary leave, course withdrawal, etc.) after enrolling.
- ③ Tuition fees must be settled within a week after the issuance of the certificate of eligibility (COE). Our school does not accept any installment of tuitions.

【Charges (fees) during the course period】

There will be no fees charged to students for the first school year.

Tuitions fee payment notice are issued to students 3 months prior the 2nd academic year. Students must settle their tuitions before the next academic year starts.

2 nd year tuition fee		
School year	Notice	Due of payment
April intake	December	End of March
July intake	March	End of June
October intake	June	End of September
January intake	October	End of December

Payment method: Tuitions must be settled in lump sum payment. We do not accept any installments.

Note: If students have outstanding or unpaid tuition, the school will temporarily not be able to issue any certificates or school letters which will be needed for universities or vocational schools entrance exams. Also, visa renewals will not be processed until the tuition fees are fully settled. Students must be also aware that students will be suspended from attending all lessons and school activities during the period. This will negatively affect student's attendance rates and school records which is a vital aspect for schools' entrance exam and visa renewals.

【Qualifications / Admission screenings】

- 1 Applicants should finish 12-year education or reach the equivalent education level in your home country.
- 2 Applicants should have a purpose of study and detailed plans after he or she graduate from the Japanese language school.
- 3 Applicants must complete at least 150 hours of Japanese language course in their home countries and pass the N5 level of Japanese proficiency tests. (ex. JLPT, NAT-TEST, J-TEST). Notice: TOP-J, J-CERT and JLCT are not qualified.

Application period: Check the cover page or the guideline email.

Application method

① Document screening

Applicant's background history, academic history, academic record will be evaluated in this screening.

* Required documents must be submitted in complete form before the due date. Application will be rejected if the documents are not complete or if the applicant submitted a falsified resume.

* Make sure to use the updated version of application form attached to this guideline. Do not reuse the old format. Application will be refused if the application form is not submitted in accordance of the guideline.

② Interview screening

Applicants who passed the document screening will be notified for the interview screenings.

③ Admission results announcement

- ④ Application for Certificate of Eligibility (COE) → Ref: Page 6
Application documents submission deadline: **Within one week**

※Important※

Applicants are highly expected to submit genuine documents which abide by the immigration rules. Applications or documents which are suspected to violate the guidelines (both immigration and school admission) will be turned down and will lose eligibility for admission.

- ✘ Large number of unsubmitted documents.
- ✘ Documents submitted over/ exceeding the deadline
- ✘ Documents which consist vast amount of errors, mistakes and discrepancies.
- ✘ Application may be refused if the applicant or the representative of the applicant is unable to contact for a period of time.
- ✘ Falsified documents/ resume
- ✘ Undeclared application history

Application that are suspected to be non-genuine or violates the guidelines will be immediately turned down and will be banned for further application to our school.

【How to apply】 -Admission screenings

[Applicant]

1. Submit your entry form/ resume (Use the specified form)*¹
2. Graduation diploma with the transcript of your final school of Education. (Degree holders must provide both high school records and college academic records.)
3. Certificate (diploma) of Japanese language course.

*The certificate must verify that the applicant has completed at least 150 hours of Japanese language course.

4. Japanese language proficiency certificate (ex. JLPT, NAT-TEST, J-TEST N5 level or higher). ※TOP-J, J-CERT and JLCT certificates are not qualified

5. Proof of identity (ID) - Valid passport or national ID cards

*¹ Application form (resume) should be filled out accurately and must have a photo of the applicant inserted in the “photo” section.

[Financial guarantor]

1. Proof of current employment status *²
(Employment contract, ID, or business permit (for self-employed))
2. Proof of financial status (annual income statement) *²
3. Proof of identity - Valid passport or national ID cards

*² Guarantors must fill out the employment and income details section in the application form if certificates are unable to be issued during the screening process.

【Required documents for the certificate of eligibility (COE) application】

(Students who passed the screenings must submit the following documents within a week after the admission results have been announced.)

[Applicants]

1. Resume/ Curriculum vitae of the applicant (Use the specified form)
(Applicants must sign the 2nd page and have their photos pasted in their resumes)

2. Certificates, diplomas or degrees of latest academic*¹

3. Academic records (transcripts) of latest academic*¹

***¹ Applicants must submit the original copies of the certificates.**

4. Certificate (diploma) of Japanese language course.

*The certificate must verify that the applicant has completed at least 150 hours of Japanese language course.

5. Certificate of Japanese proficiency

Qualified certificates: JLPT, NAT-TEST and J-TEST only

6. Photocopy of ID – Valid passport or national ID

7. Photo (size 4×3cm / 5 pieces)

8. Medical check up results (Use the specified form)

9. Birth certificate

10. Certificate of family register

11. Certificate of employment (if employed)

12. Affidavits (if needed)

[Financial guarantor] - Non-residents

1. Photocopy of ID – Valid passport or national ID

2. Birth certificate (if the guarantor is not the applicant's parents)

3. Employment certificate (business registry for self-employed)

4. Annual income statement (record of recent 3 years)

5. Tax certificates (record of recent 3 years tax payment)

6. Bank certificate (with current bank balance amount printed)

7. Bank statement (at least one year of bank transaction record printed)*²

8. Affidavit (if needed)

***² We may require three year bank transaction record (bank statement) in some cases. Applicants/ guarantors will be notified in advance which (one year or three years) type of bank statements is required.**

[Financial guarantor] – Residents

1. Birth certificate
2. Photocopy of passport and resident cards*³
- *³ Resident cards must be photocopied in both sides.**
3. Proof of relation with the applicant
4. Certificate of employment or “*Zaishoku shōmeisho*”(在職証明書)
5. Recent 3 year’s withholding slip or “*Gensen chōshūhyo*” (源泉徴収票)
6. Certificate of residence or “*Jyūminhyo*”(住民票)*⁴
7. Recent 3 year’s Certificate of tax or “*Kazei shōmeisho*”(課税証明書)*⁴
- *⁴ These certificates are issued in city halls and ward offices. Certificates could be also issued in convenience store by using “my number card” (マイナンバーカード) .**
8. Balance certificate or “*Zandaka shōmeisho*”(残高証明書)
9. Photocopy of bank book (at least three year of bank transaction record printed)
10. Statement of financial support (Use the specified form)
11. Affidavit (if needed)

Note: We may ask some additional supporting documents or certificates in some cases. Please make sure to submit accurate documents.

【Document translations】

Applicants are required to submit Japanese translations of the whole documents.

【Original copies】

Applicants are required to send the original copies of the certificates along with the hard copies of other documents (resumes, ID copies etc.). Once the application results of COEs have been announced we will return the original copies (certificates) to the applicants.

Note: Photocopies and scanned documents will not be returned to the applicants.

Notice regarding school dormitories

This letter is to notify that our school dormitory will no longer be available for new residents and will permanently close from July 2021.

Starting from July 2021, our school will change the accommodation system from school dormitory to providing information of possible real estate company that accept international students. We will provide information and details of accommodation after consulting with the students.

【Procedure】

- ① Take survey
- ② Search for possible real estate
- ③ Provide information of real estate company

★ Our school will be only providing information and details regarding real estate company. After providing the information regarding accommodation, students have to make appointment with the real estate company staff for the details of the accommodations.

★ Students who have already placed their payments for accommodation (year 2020 applicants) will be still receiving support regarding the replacement of accommodation from school dormitory.

→ We will be contacting the student regarding the accommodation.

Updated July 1, 2021

Information about proceeding to higher education after graduation

In recent years, higher education institutes (vocational schools, universities etc.) have been setting the admission standards higher to students who are planning to apply to enter. One of the most strictly monitored is the students who have tattoos.

Majority of schools that NOT accepting students with tattoos are especially,

- Automobile vocational schools (automobile mechanic)
- Travel and tourism vocational / training schools
- Medical schools, universities (Caregiving / nursing etc.)
- Nursery training / vocational schools
- Vocational schools/ Universities for teaching
- Business schools

All institutes mentioned above are not accepting applications from students who have tattoos.

As most people know that Japan is a society that is not fully open (strict) about tattoos. Therefore, students with tattoos will have more disadvantage in applying for higher institutes and companies. Please make sure applicants are aware about the recent regulations of higher education institutes regarding students with tattoos. Also, our school will not take any responsibilities if students fail to apply for any institutes.

Nagoya SKY Japanese Language School
HEALTH CERTIFICATE

出願者氏名 Name of the applicant	性別 Gender	生年月日 Date of birth	年 齡 Age 歳
国籍 Nationality	現住所 Present address		
身長 Height _____ cm	内科 Physical examination 所見 Findings		
体重 Weight _____ kg			
視力 裸眼 矯正 Eye sight Without glasses Corrected 右 Right _____ (_____) 左 Left _____ (_____)			
色覚 Color vision			
聴力 右 Right _____ 左 Left _____ Hearing			
血圧 Blood pressure _____ mmHg	既往症 Previous illness		
胸部 X線検査 所見 Findings Chest X-ray			
撮影年月日 Date of examination			
検尿 Urinalysis 蛋白質 糖 鏡検所見 Protein Sugar Microscopic	備考 Remarks		
総括的健康状態 General state of physical condition			
優 良 可 不良 Excellent Good Fair Poor			
診 断 日 Date of report _____			
医 師 署 名 Signature of physician _____ 印 医療機関名及び所在地 Name and address of the medical facility _____			

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