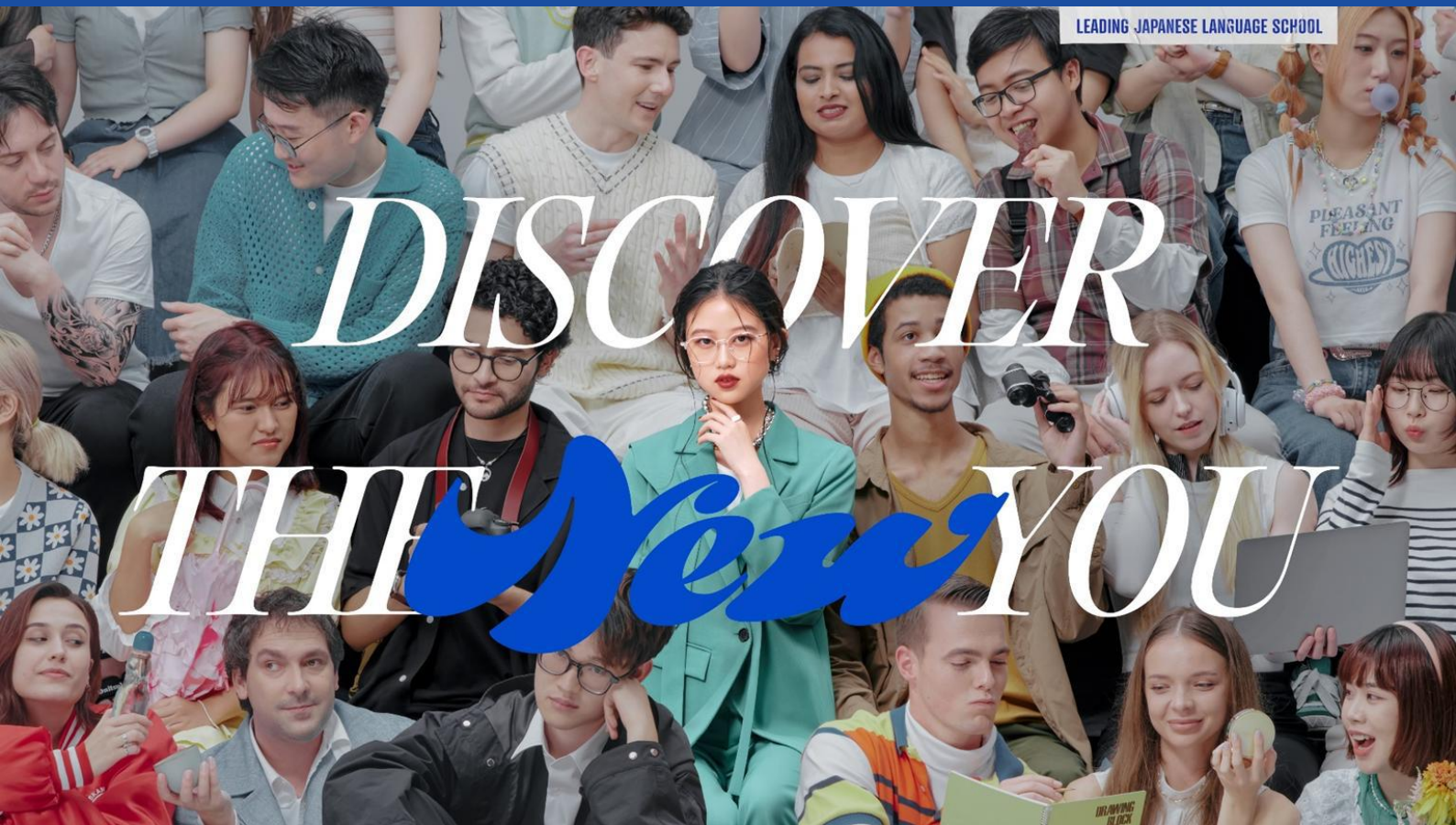


For residents outside Japan

2026

LEADING JAPANESE LANGUAGE SCHOOL



DISCOVER
THE New YOU

School Manual

Long-Term Course (with Student Visa)

ISI Japanese Language School Education Center



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Long-Term Course (with Student Visa)

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(1) Philosophy

Purpose (Our purpose as a school and our founding philosophy)

"Empowering People, Building Dreams, Connecting Worlds"

Mission (What we strive to achieve and our core philosophy)

Creating opportunities for people around the world to learn and grow together

We believe that everyone needs a place to learn and grow in order to realize their dreams.

We support each individual's efforts to achieve their dreams and contribute to the development of a diverse and sustainable global community.

Vision (Our business goals)

Cultivating talent capable of contributing on the global stage

Through education, we cultivate global talent who can lead people from diverse backgrounds and drive positive change in society and organizations, guiding them toward meaningful contributions in the world.

(2) Educational Goals

The goal of the ISI Japanese Language School Group is to cultivate global talent who can thrive in today's world, where globalization, advanced information technology, and a diversity of cultures and values coexist. To achieve this, we have established the following three educational goals.

- Developing practical Japanese language and good communication skills.
- Helping students learn to respect and understand different values, and develop the ability to live and work with people from diverse cultures.
- Developing global talent with the character and motivation to actively contribute to a sustainable international society.

(3) Diploma Policy

Through the set curriculum, those who acquire the following abilities and meet the designated certification standards will be recognized for graduation (completion):

- Practical and high-level Japanese communication skills that will lead to success in society, along with reliable international skills that show diversity and flexibility.
- The ability to see things from a global perspective, accept diverse points of view, and adapt effectively.
- Problem-solving skills, flexibility, and cultural understanding to thrive in the international community.
- The ability to take initiative and act independently with a clear plan to achieve personal growth.

(4) Curriculum Policy

Course Content

- Students systematically study Japanese language skills (reading, listening, writing, presenting, speaking, vocabulary, grammar, pronunciation) to gain the proficiency needed to enter universities or the workforce in Japan without problems.
- Through learning activities, students develop independent learning habits and learn to deepen their knowledge by working together.
- Based on each learner's goals, guidance and preparation are provided for exams like the Japanese Language Proficiency Test (JLPT) and the Examination for Japanese University Admission for International Students (EJU), helping them gain the knowledge and skills to pass.
- In order to build international and interpersonal skills, students learn to collaborate and solve tasks together.
- Each student develops career planning skills that enable them to independently and proactively manage their future career path in a well-organized way.

Teaching Method

- Classes use ICT tools to improve learning efficiency.
- Group work and active learning methods are incorporated to develop teamwork, communication, and presentation skills.
- To encourage independence in learners, classes utilize resources like the campus LMS (Learning Management System) both inside and outside the classroom.
- Field trips linked to lessons are held to deepen understanding of other cultures and build connections with the local community.
- A clear schedule for career activities tailored to each student's goals is provided, supported by meetings with homeroom teachers and career advisors.
- Classes use the "direct method," teaching only using the Japanese language in order to effectively improve listening and speaking skills and foster understanding of Japanese culture. Students are expected to trust their teachers and be proactive in learning, especially when they encounter difficulties.

Educational Environment

- We provide engaging lessons taught by instructors with a wide range of educational training.
- We offer a multicultural environment to deepen understanding of different cultures.

Learning Outcomes

- Students will acquire practical Japanese communication and self-expression skills that are effective in Japanese higher education institutions and workplaces, along with a continuous desire to improve these skills.
- Students will develop a global perspective and an understanding of different cultures, including Japanese culture, with an awareness of contributing to a multicultural society.
- Students will gain the ability to understand others with diverse viewpoints and work collaboratively to solve problems.
- Students will develop the ability to independently plan and proactively work towards achieving their goals.

(5) Admission and Enrollment Policy

The ISI Japanese Language School Group welcomes students who understand its educational goals and are motivated to challenge themselves to become active on the world stage. Such students include those who:

- Aim to develop international skills and the ability to live harmoniously in a multicultural society by respecting and understanding different values.
- Strive to become global talents with strong character who can actively contribute to building a sustainable international society.
- Have a strong interest and motivation to learn practical Japanese, Japanese culture, and Japanese society deeply and independently.
- Aim to become members of the international community with a global perspective, working together with others and succeeding on the international stage.
- Make efforts to manage their learning and career systematically to raise themselves to a higher level and achieve personal growth.
- Seek to understand different values, cultures, and customs as members of society, local communities, and school communities.

(6) Instruction Management

1. Classes will focus on improving students' communication skills through the direct method. (Generally, we will not provide foreign language assistance during the class.)
2. Classes may include active learning, ICT support, or off-campus learning to improve learning outcomes. Additional fees may be incurred for off-campus learning. (travel expenses, etc.)
3. The school is a multinational environment where cross-cultural understanding is deepened. Please refrain from using your native language in the class.
4. We have career guidance and career events planned throughout the year in accordance with our annual plan.
5. According to the policy of the Immigration Services Agency of Japan and as a requirement for graduation from our school, students will be required to take an external exam (JLPT, JPT, etc.) to measure their Japanese proficiency. (Please note that exam fees and transportation costs to the test venue are not included in the tuition. These expenses must be covered by the student.)
6. All Japanese language instructors are certified according to standards established by the Immigration Services Agency of Japan.
7. All students are required to bring a device capable of connecting to the internet, such as a computer, smartphone or tablet, to study at all schools. Please note that at the Shibuya-Harajuku and Takadanobaba Career Pathway, classes mainly involve using a computer, so please make sure to bring your own computer. In addition, at our Shinjuku Main, Shinjuku Prime, Ikebukuro, Takadanobaba Academic Pathway, Osaka, Kyoto, and Nagano campuses, we will be using devices such as computers, smartphones, and tablets for some of our classes, so please bring the devices you normally use.
8. To ensure smooth school operations, Microsoft 365 (MS365) is used as a communication tool between the school and students. Students will be provided with an MS365 account, but a valid email address must be submitted in advance for account setup. To avoid any delays in the start of classes, please complete the first login and registration before arriving in Japan. The account is free to use during your enrollment and will be deleted after graduation or withdrawal.
9. To support your learning, we will use an LMS (Learning Management System) and the learning app Monoxer. The supported operating environments for using these tools are as follows:

Supported operating environment *As of May 2, 2025

- iOS 16 or later
- Android 12.0 or later
- Memory (RAM): 8GB minimum, 16GB or more recommended

These requirements are the standard technical specifications needed for our classes and learning support environment. Please prepare the necessary device at your own responsibility and expense before enrollment.

Please note: The following devices are not supported for use with the learning app "Monoxer":

Unsupported (Non-guaranteed) Devices

- Kindle Fire tablets
- Devices running custom Android-based operating systems (e.g., HUAWEI MatePad)

If your current device cannot be updated to a supported version, you will need to switch to a compatible model.

For more details, please check the recommended environment for Monoxer here:

<https://bit.ly/4IX67mX>

Application Procedures

For applicants who require a Student Visa : Long-Term Course

About the Student Visa

- In principle, those who wish to study at a Japanese language school for 6 months or more will require a student visa.
- To receive a student visa, you must receive a Certificate of Eligibility (COE) issued by the Immigration Services Agency of Japan.
- ISI will apply for the COE on your behalf at the Immigration Services Agency of Japan.
- By applying for the "Permission to Engage in Activity Other Than That Permitted Under the Status of Residence Previously Granted," you will be allowed to work part time (max. 28 hours per week) while on a student visa. Please note that there are some restrictions on the types of work you can do.

Admission Criteria

- Those who have graduated with at least 12 years of education or equivalent by the course starting date.
 - * However, if you are 18 or older and have a high school diploma, you may be eligible for admission even if you have less than 12 years of schooling.
 - Under the age of 55 as of April 1st, 2026.
 - Have motivation to study.
 - Have financial support while studying in Japan, or ability to pay expenses during the study abroad period.
 - Those who have a clear understanding of our philosophy, educational goals, learning objectives, and policies.
 - Those who have approximately 150 hours of Japanese study experience or possesses Japanese language skills equivalent to JLPT N5 (CEFR A1 level).
 - Those who fully understand our educational philosophy and policy (page 3).
 - At our Shibuya-Harajuku and Takadanobaba Career Pathway, students must meet the following requirements.
 - (1) Those who are looking to find work in Japan or in their home country after graduating from ISI.
 - (2) Those who have graduated from university, completed a post graduate course or have graduated from a junior college.
 - * Exceptions are made for students seeking employment on the specified skilled worker visa.
 - Those who enroll in January will typically start from an N4 level, so you must have the equivalent of JLPT N5 (beginner level) (except for Shibuya-Harajuku, Takadanobaba Career Pathway).
- If you do not meet these requirements, please contact our Education Center.

* If the school principal approves, admission may be granted to those who do not meet the above eligibility requirements.

* If you do not currently meet the above requirements, please contact our Education Center.

Admission Requirements and Time of Entry

Enrollment Period (Length of Study)	2025			2026+											
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
April (2 years)	①	②			③	④									
July (1 year 9 months)					①	②		③	④						
October (1 year 6 months)								①	②		③	④			
January (1 year 3 months*)											①	②		③	④

① Application period

② Submission of application at the Immigration Services Agency of Japan

③ Issuance of 'COE' and Payment

④ Visa application at Embassy/Consulate

* The duration of study at the Shibuya-Harajuku and Takadanobaba Career Pathway is 1 or 2 years regardless of the month of enrollment..

* The Osaka campus does not admit students who wish to study long-term in January.

* Please note that we will stop accepting applications upon reaching full capacity at each campus.

Application Procedure

* "Campusmate-J" is a portal site provided by ISI Japanese Language School to support student life. After applying for a COE, you will gain access to this site. Students can check their own attendance, grades, personal schedule, class schedule, as well as receive notifications from the school anytime, anywhere from their PC or smartphone when connected to the Internet.

STEP 1 Submit application documents and pay the application fee.

> Please pay the application fee by bank transfer, Flywire, or WeChat Pay. To begin the admission process, you must first submit the application form and pay the application fee.

STEP 2 ISI will apply for the COE at the Immigration Services Agency of Japan on your behalf.

> We will apply for the COE on your behalf. If the applicant is found to be eligible for admission, the school will issue a "Conditional Offer of Place". Those who have been accepted will be able to use our student portal site "Campusmate-J" ** and will receive various information and documents through this site.

STEP 3 Issuance of COE from the Immigration Services Agency of Japan (received by the school).

> After the issuance, the school will issue an invoice for tuition and other fees, which will be sent to you via "Campusmate-J".

STEP 4 Payment of school fees

STEP 5 Take the online placement test

> Please be sure to take the placement test, as your class will be assigned based on the results of the placement test provided on "Campusmate-J".

STEP 6 Issuance of COE and Letter of Admission from the school

> After confirming payment of tuition fees, we will send you the COE, Letter of Admission, Application for Permission to Engage in Activity other than that Permitted under the Status of Residence, and other documents, as well as information about the admission process and other important matters concerning entry into Japan via "Campusmate-J".

STEP 7 Visa application at a Japanese embassy or consulate abroad

STEP 8 Visa issuance, Book your airline ticket

> After booking your ticket, please register your e-ticket with your arrival flight and arrival time using the form sent via "Campusmate-J".

STEP 9 Enrollment

> Please come to school on the enrollment day. (If you have arranged your accommodation, please make arrangements to enter the dormitory on the designated date.)

Application Dates and Fees-Tuition (Overview)

Study Duration and Application Dates

Shinjuku Main, Shinjuku Prime, Ikebukuro, Takadanobaba Academic Pathway, Osaka, Kyoto, Nagano

Duration	Enrollment Period	Application Deadline
2 Years	April	End of October 2025
1 Year 9 Months	July	End of February 2026
1 Year 6 Months	October	End of May 2026
1 Year 3 Months	January	End of August 2026

Shibuya-Harajuku, Takadanobaba Career Pathway

Duration	Enrollment Period	Application Deadline
1 Year / 2 Years	April	End of October 2025
1 Year / 2 Years	July	End of February 2026
1 Year / 2 Years	October	End of May 2026
2 Years	January	End of August 2026

Nagano

Duration	Enrollment Period	Application Deadline
2 Years	April	End of October 2025
1 Year 6 Months	October	End of May 2026

* The Osaka campus has no long-term courses starting in January.
 * We will close registrations as soon as we reach maximum capacity.

Fees – Tuition (Overview)

FY2026

Course	Campus	Enrollment Period	
		Long-Term Course	
		6 months	1 year
Academic Japanese	Shinjuku Main	552,000	994,000
	Shinjuku Prime	577,000	1,044,000
	Takadanobaba Academic Pathway, Ikebukuro, Osaka, Kyoto	526,000	942,000
	Nagano	472,000	834,000
Career Japanese	Shibuya-Harajuku, Takadanobaba Career Pathway	547,000	984,000

FY2027

Course	Campus	Enrollment Period	
		Long-Term Course	
		6 months	1 year
Academic Japanese	Shinjuku Main	602,500	1,065,000
	Shinjuku Prime	627,500	1,115,000
	Takadanobaba Academic Pathway, Ikebukuro, Osaka, Kyoto	577,500	1,015,000
	Nagano	522,500	905,000
Career Japanese	Shibuya-Harajuku, Takadanobaba Career Pathway	597,500	1,055,000

* The prices displayed above are our standard prices. For information on various campaigns and exemptions, please visit our website. (www.isi-education.com/application/fee/)
 * Please note that fees for external certification exams and transportation costs to the test venues are not included in the tuition. These expenses must be paid by the student. (Obtaining a CEFR or higher Japanese language reference level while still in school is a requirement for graduation from our school and is also required by the Immigration Services Agency of Japan.)
 * Please note that for some extracurricular activities, students are responsible for their own transportation costs to the activity locations.

*The prices indicated above are per person for the enrollment period from April 1, 2026 to March 31 2028. (Currency: Japanese Yen)

* The prices indicated above are as follows.

Shinjuku Main, Shinjuku Prime, Shibuya-Harajuku, Takadanobaba Career Pathway, Takadanobaba Academic Pathway, Osaka, Kyoto campuses: price including tax
 Ikebukuro, Nagano campuses: price excluding tax.
 The amount you pay before and after tax remains the same.

Fees-Tuition (Cost Breakdown)

- Price for enrollment in a long-term course. (20 lessons per week, 20 students per class).
- The application fee must be paid at the time of application.
- "Facility and management fees" include student insurance.

Academic Japanese [Shinjuku Main, Shinjuku Prime, Ikebukuro, Takadanobaba Academic Pathway, Osaka, Kyoto, Nagano]

Price

Shinjuku Main

Type	FY2026		FY2027	
	6 months (2 terms)	1 year (4 terms)	6 months (2 terms)	1 year (4 terms)
Visa Application	33,000	33,000	40,000	40,000
Admission	77,000	77,000	100,000	100,000
Tuition	370,000	740,000	375,000	750,000
Materials	22,000	44,000	27,500	55,000
Facility and Management Fees	50,000	100,000	60,000	120,000
Total	552,000	994,000	602,500	1,065,000

Shinjuku Prime

Type	FY2026		FY2027	
	6 months (2 terms)	1 year (4 terms)	6 months (2 terms)	1 year (4 terms)
Visa Application	33,000	33,000	40,000	40,000
Admission	77,000	77,000	100,000	100,000
Tuition	370,000	740,000	375,000	750,000
Materials	22,000	44,000	27,500	55,000
Facility and Management Fees	75,000	150,000	85,000	170,000
Total	577,000	1,044,000	627,500	1,115,000

Ikebukuro, Takadanobaba Academic Pathway, Osaka, Kyoto

Type	FY2026		FY2027	
	6 months (2 terms)	1 year (4 terms)	6 months (2 terms)	1 year (4 terms)
Visa Application	33,000	33,000	40,000	40,000
Admission	77,000	77,000	100,000	100,000
Tuition	354,000	708,000	360,000	720,000
Materials	22,000	44,000	27,500	55,000
Facility and Management Fees	40,000	80,000	50,000	100,000
Total	526,000	942,000	577,500	1,015,000

Nagano

Type	FY2026		FY2027	
	6 months (2 terms)	1 year (4 terms)	6 months (2 terms)	1 year (4 terms)
Visa Application	33,000	33,000	40,000	40,000
Admission	77,000	77,000	100,000	100,000
Tuition	310,000	620,000	320,000	640,000
Materials	22,000	44,000	27,500	55,000
Facility and Management Fees	30,000	60,000	35,000	70,000
Total	472,000	834,000	522,500	905,000

*The prices indicated above are per person for the enrollment period from April 1, 2026, to March 31, 2028. (Currency: Japanese Yen)

*The prices indicated above are as follows.

Shinjuku Main, Shinjuku Prime, Shibuya-Harajuku, Takadanobaba Career Pathway, Takadanobaba Academic Pathway, Osaka, Kyoto campuses: price including tax

Ikebukuro, Nagano campuses: price excluding tax.

The amount you pay before and after tax remains the same.

Fees-Tuition (Cost Breakdown)

Career Japanese [Shibuya-Harajuku, Takadanobaba Career Pathway]

Price	Type	FY2026		FY2027	
		6 months (2 terms)	1 year (4 terms)	6 months (2 terms)	1 year (4 terms)
	Visa Application	33,000	33,000	40,000	40,000
	Admission	77,000	77,000	100,000	100,000
	Tuition	375,000	750,000	380,000	760,000
	Materials	22,000	44,000	27,500	55,000
	Facility and Management Fees	40,000	80,000	50,000	100,000
	Total	547,000	984,000	597,500	1,055,000

Specified Skilled Workers' Employment Support Program

[Shinjuku Main, Shinjuku Prime, Ikebukuro, Shibuya-Harajuku, Takadanobaba Career Pathway, Takadanobaba Academic Pathway, Osaka, Kyoto, Nagano]

- This program is aimed at those who wish to find employment in Japan on the Specified Skilled Worker visa. The program provides assistance in improving Japanese language skills, obtaining a Specified Skilled Worker No.1 visa and finding employment in Japan.

Main support included in the program

1. Learning materials to prepare for the Specified skilled worker visa test will be supplied.
2. Support with applications for the Japanese Language Test and other specified skills tests.
3. Lectures of seeking employment with a Specified Skilled Worker Visa
4. Part-time work placements.
5. Job hunting support.
6. Visa Application Support (Paid Service)

Areas covered

1. Accommodation Industry
2. Food Service Industry

*The prices indicated above are per person for the enrollment period from April 1, 2026, to March 31, 2028. (Currency: Japanese Yen)

*The prices indicated above are as follows.

Shinjuku, Shibuya-Harajuku, Takadanobaba Career Pathway, Takadanobaba Academic Pathway, Osaka, Kyoto campuses: price including tax

Ikebukuro, Nagano campuses: price excluding tax.

The amount you pay before and after tax remains the same.

Fees - Accommodation and Airport Pick-up (Overview)

Type				1 term total (long-term)
Tokyo	Expenses	Student House	1 Person Room	From 315,000
			2 People Room	245,000
	Airport Transfer Fee (one-way) Narita/Haneda Airport	Shared car	Student house residents (on the designated day and time of arrival)	From 23,000
			Student house residents (outside the designated day and time of arrival)	From 41,000

Kyoto	Expenses	Student House	1 Person Room	From 291,000
			2 People Room	From 237,000
	Airport Transfer Fee (one-way) Kansai International Airport	Vehicle for pick-up	Student house	From 41,000

Type				3 month total (long-term)
Nagano	Expenses	Student House	1 Person Room	255,000
			2 People Room	From 177,000
			3 People Room	156,000
			4 People Room	156,000
	Airport Transfer Fee (one-way) Narita Airport	Vehicle for pick-up	School / Student house residents	From 33,000
	Airport Transfer Fee (one-way) Haneda Airport	Shared Taxi	School / Student house residents	From 33,000

- * Rates are for reference only. Additional fees may apply depending on vacation schedule and check-in and check-out dates.
- * Utilities (electricity, water, gas) and internet are included in the fee.
- * Airport transfer service is not available outside of the above accommodation locations.
- * It is possible to apply for 2 terms (6 months for Nagano Campus) with lump-sum payment depending on the month of admission. In this case, part of the fees will be waived.
- * For more information on room types, rates, and accommodations, please visit our website at (www.isi-education.com/application/accommodation/)
- * The total stay cost is the amount per person.
- * Prices for accommodation and airport pick-ups are subject to change without notice.

Tokyo

Accommodation Type and Pricing Information

- We will arrange for affiliated accommodation within commuting distance of the school. Long-term course students should apply according to the application instructions distributed on "Campusmate-J".
- The check-in times vary depending on your accommodation. For details, please refer to Arrangements for Accommodation and Airport Transfers on page 12.
- Details of the facility in which you will live will be provided after arrangements are finalized. Please contact us for more details such as the date of arrival and departure.
- In the case of student dormitories, a lottery will be held if the number of applicants exceeds the maximum number. The result of the lottery will be announced as soon as possible.

Student House

- A resident manager will be on-site doing regular patrols.
- Students live together with students from countries around the world.
- Prices are reasonable compared to other types.
- Commuting time: 20 minutes on foot up to 60 minutes by train.
- Meals are self-catering, rooms are furnished, home appliances and bedding are provided.

Long-Term Stay Fees <From 1 term>

- Utilities (electricity, water, gas) and internet are included in the price.
- Rent for long-term stays is charged on a per-term basis without proration. Extension is only possible if rooms are available.
- Type S rooms have private toilets and showers, while other room types share these facilities.

Room Type	Room capacity	Type	Admission Fee	Facilities	Cleaning Fee	Rent/Month	Rent/1 Term	Initial Term Total
Student House	1 Person	S	40,000	30,000	20,000	109,000	327,000	417,000
		A				84,000	252,000	342,000
		B				75,000	225,000	315,000
	2 People	A	40,000	30,000	10,000	55,000	165,000	245,000

*For information about school terms, please refer to the calendar on page 14.

*For October students only, it is possible to apply for two terms with a lump-sum payment. In this case, the facility fee (30,000 JPY) will be waived.

*For details on room types and rates, please visit our website. (www.isi-education.com/application/accommodation/)

Airport Transfer Service for Accommodation Made Through School (Narita / Haneda Airport)

- Pick-up and drop-off arrangements will be made after payment is confirmed. Deadline for providing your flight information/e-ticket (arrival date, time, and flight number): (a) 2 weeks prior to arrival date for student housing, or (b) 1 month prior to arrival date for other types of accommodation. A transfer representative will meet you at the arrival gate.
- For information on pick-up service hours, please refer to Arrangements for Accommodation and Airport Transfers on page 12.

Destination	One-way Price	Vehicle Type	Additional Info
Student House (designated day and time of admission)	From 23,000	Shared car	This fee is applicable for the designated student house entry date and time only. Due to the special fee, you may be required to wait at the airport, especially if you arrive in Haneda Airport. Please check the school calendar for these designated days to enter the student house. One suitcase and one piece of hand-luggage are included in the transportation fee, if you have more luggage than this, we can arrange for the luggage to get delivered to your accommodation, but you will need to pay the delivery fees. (Only one piece of additional baggage is allowed.)
Student House (Other than the designated date and time to enter the student house)	From 41,000	Shared car	-

* If your flight changes, please contact us at least one week prior to arrival. Please note that we may not be able to make arrangements and no refunds will be made if we are notified after that time.

* Prices for accommodation and transfers are subject to change without notice.

* The prices indicated above are per person for the enrollment period from April 1, 2026 to March 31 2027. (Currency: Japanese Yen)

*The prices indicated above are as follows.

Student dormitory accommodation: prices excluding tax / airport pick-up: prices including tax.

The amount you pay before and after tax remains the same.

Kyoto

Accommodation Type and Pricing Information

- We will arrange accommodation in our affiliated accommodation within commuting distance of the school. Long-term course students should apply according to the application instructions distributed on "Campusmate-J".
- Available check-in procedure times vary depending on the type of stay. For details, please refer to Arrangements for Accommodation and Airport Transfers on page 12.
- Details of the facility in which you will live will be provided after arrangements are finalized. Please contact us for more details such as the date of arrival and departure.

Student House

- A janitor is living on-site.
- Students will live together with students from countries around the world.
- Prices are reasonable compared to other types.
- Commuting time: 13 minutes on foot to around 40 minutes on foot + train.
- Shared kitchen, bath and toilet. Meals are self-catering, rooms are furnished, home appliances and bedding are provided.

Long-Term Stay Fees <From 1 term>

- Utilities (electricity, water, gas) and internet are included in the price.
- Rent for long-term stays is charged on a per-term basis without proration. A monthly billing fee may be charged in addition to the rent.
- Additional cleaning fees may be charged depending on the condition of the room when moving out.

Room Type	Room Capacity	Type	Entrance Fee	Facilities	Cleaning Fee	Rent/Month	Rent/1 Term	Initial Term Total
Student House	1 Person	A	40,000	30,000	20,000	79,000	237,000	327,000
		B				67,000	201,000	291,000
	2 People	A				53,000	159,000	249,000
		B				49,000	147,000	237,000

*For information about school terms, please refer to the calendar on page 14.

*For October students only, it is possible to apply for two terms with a lump-sum payment. In this case, the facility fee (30,000 JPY) will be waived.

*For details on room types and rates, please visit our website. (www.isi-education.com/application/accommodation/)

Airport Transfer Service for Accommodation Made Through School (Kansai International Airport)

- Pick-up and drop-off arrangements will be made only after payment is confirmed. Please provide us with your flight information (arrival date, time, and flight number) at least 2 weeks prior to your arrival date (please submit your e-ticket).
- A transfer representative will meet you at the meeting point indicated on the confirmation of dormitory you will receive after your application.
- For information on pick-up service hours, please refer to Arrangements for Accommodation and Airport Transfers on page 12.

Destination	One-way Price	Method	Additional Information
Student House	From 40,000	Private shuttle	Please note that if the waiting time exceeds 90 minutes after the specified meeting time, an additional fee of 2,500 yen will be charged for every 30 minutes. (In the case of flight delays or cancellations, there will be no additional charges.)

- Pick-up and drop-off arrangements may not be possible on days other than those designated for dormitory entry. Please contact us in advance.
- If your flight changes, please contact us at least one week prior to arrival. Please note that we may not be able to make arrangements and no refunds will be made if we are notified after that time.

* Prices for accommodation and transfers are subject to change without notice.

* The prices indicated above are per person for the enrollment period from April 1, 2026 to March 31 2027. (Currency: Japanese Yen)

* The prices indicated above are as follows.

Student dormitory accommodation: prices excluding tax / airport pick-up: prices including tax.

The amount you pay before and after tax remains the same.

Nagano

Accommodation Type and Pricing Information

- We will arrange accommodation in our affiliated accommodation within commuting distance of the school. Long-term course students should apply according to the application instructions distributed on "Campusmate-J".
- Available check-in procedure times vary depending on the type of stay. For details, please refer to Arrangements for Accommodation and Airport Transfers on page 12.
- Details of the facility in which you will live will be provided after arrangements are finalized. Please contact us for more details such as the date of arrival and departure.

Student House

- Student houses are conveniently located within walking or cycling distance of the school.
- Students will live together with students from countries around the world.
- Prices are reasonable compared to other types.
- Shared kitchen, bath and toilet. Meals are self-catering, rooms are furnished and bedding is provided.
- In addition to accommodation types with patrolling managers, those without patrolling managers also offer excellent security features that ensure resident safety.

Long-Term Stay Fees <From 1 term>

- Long-Term stays are available in 3-month increments. Utilities (electricity, water, gas) and internet are included in the price.
- Rent for long-term stays is charged on a per-term basis without proration.

Room Type	Room Capacity	Type	Entrance Fee	Facilities	Cleaning Fee	Rent/Month	Rent (3 Months)	Initial Month Total
Student House	1 Person	A	30,000	20,000	10,000	65,000	195,000	255,000
	2 Persons	A				43,000	129,000	189,000
		B				39,000	117,000	177,000
		C				43,000	129,000	189,000
		3 Persons				A	32,000	96,000
	4 Persons	B				32,000	96,000	156,000

- If you make a lump-sum payment for 6 months at the time of entering the dormitory, the entrance fee and facility fee (50,000 JPY) will be waived.
- Type A: Konyamachi International House Main building / Type B: Konyamachi International House Annex building (Men only) / Type C: Affiliated Dormitory
- Type C: Affiliated Dormitory may not be accepting applications for Type A and Type B depending on availability.
- Type C: Affiliated Dormitory requires a minimum contract period of 6 months.
- For more details on room types and pricing, please visit our website. (www.isi-education.com/application/accommodation/)

Airport Transfer Service for Accommodation Made Through School (Narita / Haneda Airport)

- Pick-up and drop-off arrangements will be made only after payment is confirmed. Please inform us of your flight information (arrival date, time, and flight number) at least 2 weeks prior to your arrival date. (Please submit your e-ticket). A transfer representative will meet you at the arrival gate.
- Pick-up arrangements are available only for those whose flights arrive between 5:00 and 15:00.
- For information on pick-up service hours, please refer to Arrangements for Accommodation and Airport Transfers on page 12.

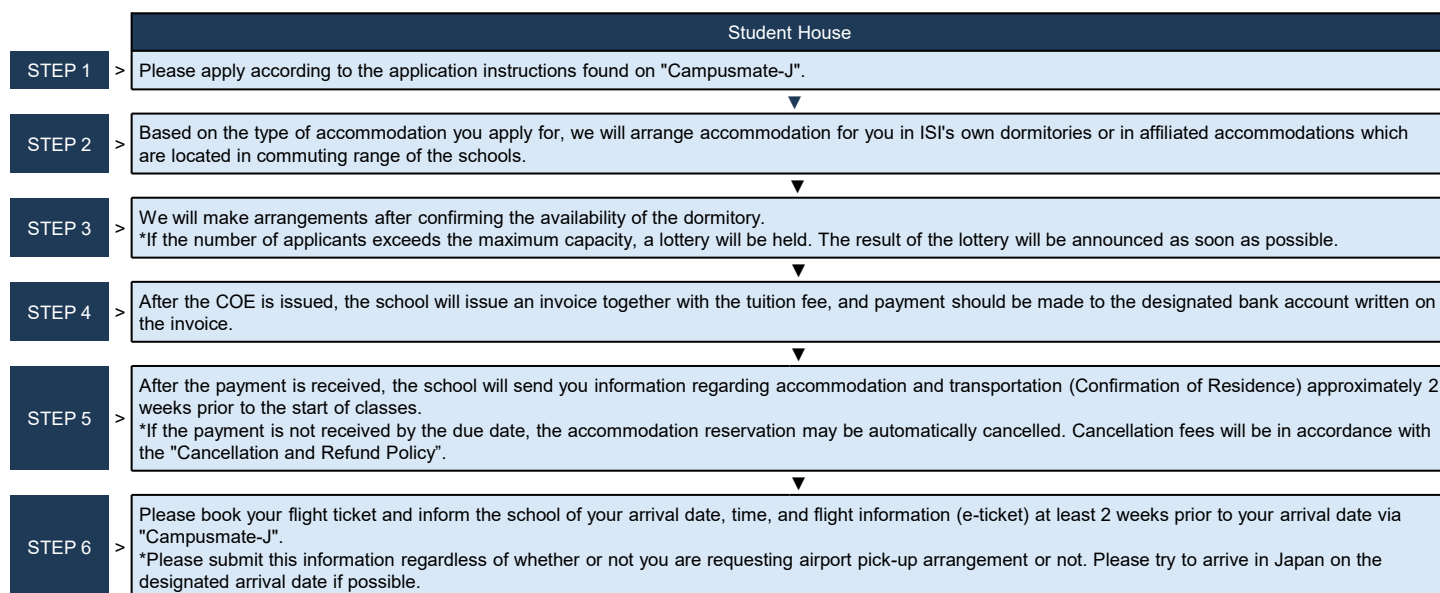
Destination	One-way Price	Method	Additional Information
[Narita Airport] School/ Student House	From 33,000	Private shuttle	One suitcase is included in the price. If you bring more than 1, you will be charged 1,000 JPY. (Only one additional piece of luggage is allowed.)
[Haneda Airport] School/ Student House		Shared Taxi	

- Depending on the number of bookings, we may arrange taxis with not only ISI students, but also other passengers. (The price will remain unchanged.)
- Due to infectious disease countermeasures etc. It may not be possible to arrange a shared taxi.
- Pick-up and drop-off arrangements may not be possible on days other than those designated for dormitory entry.
- If there are a very low number of bookings, we may not be able to provide the pick-up service. **Please wait for final confirmation from the Nagano Campus about availability.**
- If your flight changes, please contact us at least one week prior to arrival. Please note that we may not be able to make arrangements and no refunds will be made if we are notified after that time.

* Prices for accommodation and transfers are subject to change without notice.
 * The prices indicated above are per person for the enrollment period from April 1, 2026 to March 31 2027. (Currency: Japanese Yen)
 * The prices indicated above are as follows.
 Student dormitory accommodation: prices excluding tax / airport pick-up: prices including tax.
 The amount you pay before and after tax remains the same.

Arrangements for Accommodation and Airport Transfers (Common Across All Locations)

Flow Chart of Application and Arrangement



Notes

- "Long-term stay" in student houses is applied for and contracted on a term (3-month) basis in Tokyo and Kyoto, and on a 3-month basis in Nagano.
- If accommodation cannot be guaranteed at the time of application, we will charge the highest price for the type of accommodation and refund the difference after enrollment.
- If the student house reaches its full capacity, a lottery will be held. If you are not selected, we are happy to provide referral to other accommodation for you.
- Please contact us if you have any questions about the dormitory entrance and leaving dates for each term.
- Please be sure to contact us in advance if you wish to enter the student house on a Saturday, Sunday, a national holiday holiday, or a day other than the day of your arrival or after check-in time.
- If you send your luggage before entering the student house, please make sure it is delivered after the check-in date.
- If you wish to extend your stay in the student house, please apply for an extension directly at your place of residence after moving in. Extension is possible only if there are vacancies.
- If ISI student house cannot be arranged or extended, we will provide an access to an external housing service company.
- No refunds will be given after moving in.
- Please take a look at the following check-in times at your accommodation and flight arrival times listed below. If you need to check in outside of the times listed below, or if your flight arrival time is outside of the times listed below, please contact our staff about your flight arrangements before purchasing your ticket.
- You may be required to wait for a certain period at the airport.
- * Utilities (electricity, water, gas) are included in the accommodation fee, but there may be a set limit on how much you can use depending on your choice of stay.

Check-in Time / Flight Arrival Time

Location	Nearest Airport	Accommodation Type	Check-in time	Flight Arrival Time
Tokyo	Narita Airport or Haneda Airport	Student House	9:00-20:00 *1	8:00-17:00
Kyoto	Kansai International Airport		9:00-20:00	10:00-17:00
Nagano	Narita Airport or Haneda Airport		9:00-20:00	5:00-15:00

* 1 Tokyo student houses are open until 22:00 on designated days only.

An Overview of Our Schools

(Japanese Language Institutions Notified by the Ministry of Justice)

Admission Inquiries : +81-3-5962-0405

info@isi-global.com

Tokyo - Shinjuku Main Campus, Shinjuku Prime Campus

ISI Language School Shinjuku	• Prep. 2 Year Course • Prep. 1 Year 9 Month Course • Prep. 1 Year 6 Month Course • Prep. 1 Year 3 Month Course • [Short-Term Course: Short-Term General Japanese]	(Shinjuku Main Campus) 8-15-1 Nishi Shinjuku, Shinjuku-ku, Tokyo 160-0023	(Shinjuku Main Campus) 3 minutes walk from Nishi-Shinjuku Station on Marunouchi line/ 10 minutes walk from Tochomae Station on Oedo line/ 13 minutes walk from Seibu Shinjuku Station on Shinjuku line/ 15 minutes walk from Shinjuku Station (West Exit) on JR and other lines
		(Shinjuku Prime Campus) 10,11F Nishi-Shinjuku Prime Square, 7-5-25 Nishi-Shinjuku, Shinjuku-ku, Tokyo 160-0023	(Shinjuku Prime Campus) 4 minutes walk from Seibu Shinjuku Station on Seibu Shinjuku line/ 5 minutes walk from Okubo Station on JR line/ 5 minutes walk from Shinjuku-nishiguchi Station on Toei Oedo line/ 7 minutes walk from Shinjuku Station on Marunouchi line/ 8 minutes walk from Shinjuku Station on JR and other lines Nearest Airport: Haneda Airport (HND) and Narita Airport (NRT)

Tokyo - Ikebukuro Campus

ISI Language College	• Prep. 2 Year Course • Prep. 1 Year 9 Month Course • Prep. 1 Year 6 Month Course • Prep. 1 Year 3 Month Course • [Short-Term course: Short-Term General Japanese]	1-13-13 Minami Ikebukuro, Toshima-ku, Tokyo 171-0022	6 minutes walk from East Exit of Ikebukuro Station on JR and other lines Nearest Airport: Haneda Airport (HND) and Narita Airport (NRT)
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Tokyo - ShibuyaHarajuku Campus

ISI Career and Language Academy, ShibuyaHarajuku	• Japanese Language Career Course (2 Years) • Japanese Language Career Course (1 Year) • [Short-Term Course: Short-Term Career Japanese] • [Short-Term Course: Short-Term General Japanese] • [Short-Term Course: Evening Course]	(Shibuya Campus) 1, 3,B1F Holic Shibuya 1-Chome Bldg., 1-3-9 Shibuya, Shibuya-ku, Tokyo 150-0002	(Shibuya Campus) 7 minutes walk from Shibuya Station on JR and other lines
		(Harajuku Campus) 6F JRE Jingumae Media Square Bldg., 6-25-14 Jingumae, Shibuya-ku, Tokyo 150-0001	(Harajuku Campus) 5 minutes walk from Exit 7 of Meiji-jingumae Subway Station /9 minutes walk from Omotesando Exit of JR Harajuku Station / 11 min. walk from Shibuya Station Nearest Airport: Haneda Airport (HND) and Narita Airport (NRT)

Tokyo - Takadanobaba Career Pathway Campus

ISI Career and Language Academy, Takadanobaba	• Japanese Language Career Course (2 Years) • Japanese Language Career Course (1 Year) • [Short-Term Course: Short-Term Career Japanese] • [Short-Term Course: Short-Term General Japanese]	4-23-32 Takadanobaba, Shinjuku-ku, Tokyo 169-0075	1 minute walk from the Toyama exit of JR Takadanobaba station Nearest Airport: Haneda Airport (HND) and Narita Airport (NRT)
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Tokyo - Takadanobaba Academic Pathway Campus

ISI Language School, Takadanobaba	• Prep. 2 Year Course • Prep. 1 Year 9 Month Course • Prep. 1 Year 6 Month Course • Prep. 1 Year 3 Month Course • [Short-Term Course: Short-Term General Japanese]	2-4-19 Takadanobaba, Shinjuku-ku, Tokyo 169-0075	3 minute walk from the Waseda exit of JR Takadanobaba station Nearest Airport: Haneda Airport (HND) and Narita Airport (NRT)
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Osaka Campus

ISI Language School, Osaka	• Prep. 2 Year Course • Prep. 1 Year 9 Month Course • Prep. 1 Year 6 Month Course • [Short-Term Course: Short-Term General Japanese]	4, 5, 6 F Oak Shinsaibashi Bldg. , 3-5-8 Minami-Senba, Chuo-ku, Osaka-shi, Osaka 542-0081	2 minute walk from Shinsaibashi Station on Midosuji Line/Nagahori Tsurumi-ryokuchi Line 4 minute walk from Nagahoribashi Station on Nagahori Tsurumi-ryokuchi Line/Sakaisuji Line Nearest Airport: Kansai International Airport (KIX)
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Kyoto Campus

ISI Language School, Kyoto	• University Prep. 2 Year Course • University Prep. 1 year 9 Months Course • University Prep. 1 year 6 Months Course • University Prep. 1 year 3 Months Course • [Short-Term Course: Short-Term General Japanese]	6-6 Nishinokyo-Ryoumachi, Nakagyo-ku, Kyoto-shi, Kyoto 604-8497	7 minute walk from JR Sagano Sanin Line Enmachi Station Nearest Airport: Kansai International Airport (KIX)
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Nagano Campus

Nagano Business and Language College	• Japanese Department Higher Education Course (2 years) • Japanese Department Higher Education Course (1.5 years) • [Short-Term Course: Short-Term General Japanese]	3-5-18, Chuo 3-chome, Ueda-shi, Nagano 386-0012	12 minute walk from JR Ueda Station Nearest Airport: Haneda Airport (HND) and Narita Airport (NRT)
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Class Hours

Standard (Except for the Evening Course)	Morning	8:50~10:20 / 10:30~12:00	* The results of the placement test will determine whether you will be placed in morning or afternoon classes. * You cannot choose your preferred time slot. * Please note that the Shinjuku Main Campus and Shinjuku Prime Campus follows a different timetable.
	Afternoon	13:00~14:30 / 14:40~16:10	
(Tokyo - ShibuyaHarajuku) Evening Course	Time	19:10~20:50	

**Tokyo – Shinjuku Main, Shinjuku Prime, Ikebukuro, ShibuyaHarajuku,
Takadanoababa Academic Pathway, Takadanobaba Career Pathway/ Osaka / Kyoto**

[illegible][illegible]

	Fall Term (10 weeks of classes)																						
	2026 October							2026 November							2026 December								
	S	M	T	W	T	F		S	S	M	T	W	T		F	S	S	M	T	W	T	F	S
					1	2		3	1	2	3	4	5		6	7	6	7	8	9	10	11	12
WK1	4	5	6	7	8	9	10	WK4	1	2	3	4	5	6	7	WK9	6	7	8	9	10	11	12
	11	12	13	14	15	16	17	WK5	8	9	10	11	12	13	14	WK10	13	14	15	16	17	18	19
	18	19	20	21	22	23	24	WK6	15	16	17	18	19	20	21		20	21	22	23	24	25	26
WK2								WK7	22	23	24	25	26	27	28								
WK3	25	26	27	28	29	30	31	WK8	29	30							27	28	29	30	31		

	Winter Term (10 weeks of classes)																						
	2027 January								2027 February								2027 March						
	S	M	T	W	T	F	S		S	M	T	W	T	F	S		S	M	T	W	T	F	S
WK1						1	2	WK4		1	2	3	4	5	6	WK8		1	2	3	4	5	6
	3	4	5	6	7	8	9	WK5	7	8	9	10	11	12	13	WK9	7	8	9	10	11	12	13
	10	11	12	13	14	15	16	WK6	14	15	16	17	18	19	20	WK10	14	15	16	17	18	19	20
	17	18	19	20	21	22	23	WK7	21	22	23	24	25	26	27		21	22	23	24	25	26	27
WK2																							
WK3																							

[illegible]

Payment Information

Payment Method

Payment for tuition and other fees can be made by bank transfer, Flywire, or WeChat Pay. (The application fee must be paid at the time of application.)

Regarding payment by Flywire:

- Flywire is an international money transfer service for educational institutions that allows you to transfer funds from your home bank to our bank account or pay by credit card.
- Please visit the dedicated Flywire page for the school you are enrolling in at ISI Japanese Language School and create your own account before using the site. The website is also available in English, Simplified Chinese, Korean, Spanish, French, Japanese, and Portuguese.
- Please confirm the payment details on the invoice for your payment.

Regarding payment by WeChat Pay:

- Payment can be made using the cross-border tuition payment platform of the WeChat Mini Program "Japan National Building*", officially endorsed by WeChat Pay.
- Please access the dedicated page for the school you are enrolling in at ISI Japanese Language School and enter the information, amount, etc. as indicated on the tuition payment notice. The page is in Simplified Chinese.
- Please confirm the payment details on the invoice for your payment.

About Fees and Commissions

- For bank remittance, a separate remittance fee will be charged.
- Please note that all fees related to the remittance are the responsibility of the client.

Payment Timings

- Payments made before enrollment: for students with a student visa / within 10 days after the COE is issued.
- Payment timing after enrollment: The payment is made 2-3 months after the start of the term (2-3 months before the start of the next term).

Payment Due Date

- For all payments, please check the invoice delivered on "Campusmate-J" or issued by our staff and pay by the payment deadline indicated on the invoice.
- Estimated due date: For student visa holders, within about 10 days from the date of issuance of the COE.
However, the deadline for payment of the accommodation fee is 30 days prior to the move-in date.
- If we are unable to confirm payment by the due date without prior notice, we will consider your enrollment to be declined and will cancel your application.
- If you are unable to send your payment by the deadline, please be sure to contact us in advance.

General Remittance

Please read the following precautions before remitting funds.

1. Please have the invoice from ISI ready when you send the money.
2. Please confirm the bank information (bank name, branch name, account number, account name, etc.) on the invoice before proceeding. If there is any discrepancy in the bank information, we will not be able to confirm the payment.
3. Please enter the reference number shown on the invoice and the romanized name on the passport in the "Client" or "Contact" field.
4. The above information is important to identify the payer. Please note that remittances made in a name other than the student's name (e.g., the person who pays the student's tuition, a family member's name, etc.) will make it impossible to identify the sender and may cause delays in the admission process.
5. Please submit the receipt of payment issued after the payment is completed via "Campusmate-J" or send it to the staff member you are in contact with as an email attachment. This receipt will be your "proof of payment", so please keep it in a safe place and do not lose it. Please note that only long-term students can submit the payment receipt from "Campusmate-J".
6. Please ask your financial institution about the procedures for remittance. Please note that the school is not responsible for any losses or problems that may occur during the remittance process.
7. If you wish to send money through Flywire, please visit the Flywire homepage and contact the support desk if you have any questions.
Flywire homepage: <https://www.flywire.com> Flywire Support Desk: <https://help.flywire.com/>

Cancellation and Refund Policy

1 Long-Term Course Fees

We will refund the remaining balance after deducting the refund/transfer fees mentioned below. If the amount already paid is less than the refund/transfer fee, the student will be required to pay the amount in shortfall. In principle, no refund will be made in the case of a delay in the issuance of a "Certificate of Eligibility (COE)" or "Student Visa", or in the case of a delay in the arrival of a student due to reasons beyond the control of the school, or in the case of a shortening of the period of study.

1.1 Long-Term Course (pre-entry)

The application fee and admission fee are non-refundable for any reason. In the case of an admission fee reduction, the amount equivalent to the admission fee will not be refunded.

If you wish to cancel the course you have applied for and change the enrollment period, we will transfer the remaining balance to the desired enrollment period based on the date of your cancellation request below. The student can change the enrollment term and transfer the remaining balance to the new term only once. In case of a second change of the enrollment term, we won't be able to transfer the remaining balance to the new term and will have to proceed with the refund. (Those who change their period of enrollment to a term that is more than one year after the term in which they initially applied for, will not be able to transfer their fees.). In the case of a refund after a transfer, the refund amount will be calculated based on the date of cancellation of the first transfer, and the refund/transfer fee will be charged for each transfer and refund (for two transfers). Please note that if you re-enroll within one year after cancelling a course, the Admission fee will be waived.

The application fee will be charged each time you apply for the COE.

The following refund/transfer fees will be charged starting from the date of cancellation request. Please understand this in advance.

Cancellation Request Date	Before COE Issue Date	COE Issue Date to 15 Days Before Enrollment Day	14 to 1 Day Before Enrollment Day	From Enrollment Day Onwards		Unsuccessful COE Application	Student Visa Rejected (at Japanese Embassy or Consulate)
Status	Before the COE is delivered	Before or after obtaining a student visa		Before entering Japan	After entering Japan		
Visa application	No refunds	No refunds		No refunds		No refunds	No refunds
Admission fee	No refunds (if paid in advance)	No refunds		No refunds		No refunds (if paid in advance)	No refunds
Tuition, materials, and facility and management fees	100% refund (if paid in advance)	Refund, deducting one month's fees*	Refund, deducting 3 months' fees*	Refund, deducting 3 months' fees*	See (1.2) below.	100% refund (if paid in advance)	100% refund
Cancellation fee	6,000 JPY (if paid in advance)	6,000 JPY		6,000 JPY		6,000 JPY (if paid in advance)	6,000 JPY
Required confirmations*	—	- Before Visa Issuance: Return Letter of Admission and COE. - After Visa Issuance: Confirm residence card invalidation and return to home country.				—	Confirmation of visa denial

* Important notice: The verification requirements for the COE are subject to change in accordance with the policies of the Immigration Office. Please bear this in mind.

* Any amounts less than one JPY will be rounded down.

1.2 Long-Term Course (after enrollment)

In the case of a mid-term withdrawal, the tuition fees, course material fees, and facility fees will be refunded on a term basis.

One year consists of four academic terms, and refunds will be provided in half-year (2-term) increments. Refunds will not be made in units of one term. Please note that the following amounts will be refunded depending on the date of withdrawal procedures, and a separate cancellation fee of 6,000 JPY will be charged. In the case of withdrawal from school after entering a school in Japan, the refund procedure will be carried out upon submission of the "Letter of Acceptance" from the school and the "Student ID Card" of the school. In the case of returning to your home country, we will start the refund procedure after confirming your departure from Japan before the designated deadline date of your return to your home country and the expiration of your residence card.

Academic Japanese Course: Shinjuku Main, Shinjuku Prime, Ikebukuro, Takadanobaba Academic Pathway, Kyoto, Osaka, Nagano Campuses

Target Group	Date of withdrawal procedure	Refund Period	Amount of refund
April Start (1st Year)	By August 31	October to March	100% of the school fees for the refundable period.
	September 1 - September 30		80% of the school fees for the refundable period.
	After October 1	N/A	No refunds
April/October Start (2nd Year)	By January 31	For students who have paid for 1 year: April to March	100% of the school fees for the refundable period.
	Feb. 1 - Mar. 31	For students who have paid for 6 months: April to September	80% of the school fees for the refundable period.
	April 1 - August 31	October to March	100% of the school fees for the refundable period.
	September 1 - September 30		80% of the school fees for the refundable period.
	After October 1	N/A	No refunds
July Start (1st Year) *Not applicable for Nagano Campus	By November 30	January to June	100% of the school fees for the refundable period.
	Dec. 1 - Dec. 31		80% of the school fees for the refundable period.
	After January 1	N/A	No refunds
July/January Start (2nd Year) *Not applicable for first-year January students *Not applicable for Nagano Campus	By May 31	For students who have paid for 1 year: July to March	100% of the school fees for the refundable period.
	June 1 - June 30	For students who have paid for 6 months: July to December	80% of the school fees for the refundable period.
	July 1 - November 30	January-March	100% of the school fees for the refundable period.
	Dec. 1 - Dec. 31		80% of the school fees for the refundable period.
	After January 1	N/A	No refunds

* The first year is from the date of enrollment to March 31 of the current year, and the second year is from April 1 to March 31 of the following year. At the Shibuya-Harajuku and Takadanobaba Career Pathway Campuses, the first and second years are calculated from the date of enrollment.

*In the case of a student starting in July who pays for a full year of tuition but graduates in March (after 9 months of studying), the tuition fees for April-June will be refunded.

Cancellation and Refund Policy

Career Japanese Course: Shibuya-Harajuku, Takadanobaba Career Pathway Campuses

Target Group	Date of withdrawal procedure	Refund Period	Amount of refund
April Start (1st Year)	By August 31	October to March	100% of the school fees for the refundable period.
	September 1 - September 30 After October 1	N/A	80% of the school fees for the refundable period. No refunds
April Start (2nd Year)	By January 31	For students who have paid for 1 year: April to March	100% of the school fees for the refundable period.
	February 1 - March 31	For students who have paid for 6 months: April to September	80% of the school fees for the refundable period.
	April 1 - August 31	October to March	100% of the school fees for the refundable period.
	September 1 - September 30 After October 1	N/A	80% of the school fees for the refundable period. No refunds
July Start (1st Year)	By November 30	January to June	100% of the school fees for the refundable period.
	December 1 - December 31 After January 1	N/A	80% of the school fees for the refundable period. No refunds
July Start (2nd Year)	By May 31	For students who have paid for 1 year: July to June	100% of the school fees for the refundable period.
	June 1 - June 30	For students who have paid for 6 months: July to December	80% of the school fees for the refundable period.
	July 1 - November 30	January to June	100% of the school fees for the refundable period.
	December 1 - December 31 After January 1	N/A	80% of the school fees for the refundable period. No refunds
October Start (1st Year)	By January 31	April to September	100% of the school fees for the refundable period.
	February 1 - March 31 After April 1	N/A	80% of the school fees for the refundable period. No refunds
October Start (2nd Year)	By August 31	For students who have paid for 1 year: October to September	100% of the school fees for the refundable period.
	September 1 - September 30	For students who have paid for 6 months: October to March	80% of the school fees for the refundable period.
	October 1 - February 28	April to September	100% of the school fees for the refundable period.
	March 1 - March 31 After April 1	N/A	80% of the school fees for the refundable period. No refunds
January Start (1st Year)	By January 31	July to December	100% of the school fees for the refundable period.
	February 1 - March 31 After April 1	N/A	80% of the school fees for the refundable period. No refunds
January Start (2nd Year)	By May 31	For students who have paid for 1 year: July to June	100% of the school fees for the refundable period.
	June 1 - June 30	For students who have paid for 6 months: July to December	80% of the school fees for the refundable period.
	July 1 - November 30	January to June	100% of the school fees for the refundable period.
	December 1 - December 31 After January 1	N/A	80% of the school fees for the refundable period. No refunds

*The first and second years are calculated starting from the enrollment date.

2 Accommodation Fees

Even if you have not paid in full, if you cancel within the following period, you will be charged for the relevant items in accordance with the cancellation policy.

No refunds will be made for cancellations after entering the accommodation. The same cancellation policy applies to those who extend their stay.

In the event that you change your enrollment date, the accommodation fees that have already been paid cannot be used for the new period of stay, the accommodation fees will be in part returned according to the refund Policy below.

Cancellation Date	In case of cancellation				In case of change of tenancy period after application is confirmed		In case of visa denial
	At least four weeks before the scheduled move-in date.	At least 4 weeks to 2 weeks before the scheduled move-in date*.	At least 2 weeks to 1 week before the scheduled move-in date*.	Less than 1 week from the scheduled move-in date*.	More than 4 weeks before the scheduled move-in date*.	Less than 4 weeks before the scheduled move-in date*.	-
Entrance fee	No refunds	No refunds	No refunds	No refunds	-	-	-
Dormitory fees (rent, facilities, cleaning fees)	100% refund	Refund minus 70% of first month's (4 weeks') dorm fee	Refund minus the first month's (4 weeks') dorm fee	No refunds	The difference will be refunded	No refund in case of difference	100% refund*
Cancellation Fee	6,000 JPY	6,000 JPY	6,000 JPY	-	6,000 JPY	-	-
Notes	-	-	No refunds if the booking period is less than one month.	-	If additional accommodation fees are incurred due to a longer period of time after the change, they will be invoiced separately.		Confirmation of visa denial

* Refunds due to student visa denial will only be accepted if the school is notified by the end of the month of dormitory move-in. Please note that we will not be able to respond to any requests made after the month of dormitory move-in.

*If the COE is not issued, no cancellation fee will be charged.

*For the student house, the scheduled move-in date is the designated day of entry on the calendar.

*This applies to long-term students who cancel in a period between the day after the accommodation application period ends up until four weeks before the planned accommodation move-in date.

Cancellation and Refund Policy

3 Airport Transfer Fees

If you cancel within the following period, even if you have not paid in full by the payment due date after the invoice from the school has been sent, you will be charged a separate cancellation fee.

In the event that you change your arrival date, the transfer fees that have already been paid cannot be used for the new transfer date, the transfer fees will be in part returned according to the refund Policy below.

	In case of cancellation		In case of change of pick-up date and time	In case of student visa denial
Cancellation Date	More than 2 weeks prior to scheduled arrival date	Within 2 weeks of the arrival date	Within 1 week from estimated arrival date	-
Airport pick-up fee	100% refund	No refunds	No refunds	100% refund
Cancellation Fee	3,000 JPY*	-	-	-
Notes	-		Please make a new application with a new arrival date and time. Additional fees will be charged separately.	Confirmation of visa denial

- If the pick-up time is changed on the day of the pick-up due to a missed ride or other reasons due to carelessness on the part of the applicant, a new application must be made.
 - In the case of changes or cancellations of transportation requests due to strikes or airline circumstances, if a car has already been dispatched, it will be treated as a new application, so we recommend that you purchase insurance for overseas students.
- * If the cancellation is made at the same time as the cancellation of the accommodation arrangement, a cancellation fee of 6,000 JPY will be charged for the cancellation of the accommodation arrangement, and the cancellation fee related to transportation will be waived.

4 Other General Information

- (1) Cancellations will only be accepted on written request. The date of cancellation will be the date of receipt of the written request.
- (2) The customer is responsible for bank transfer charges for refunds.
- (3) If you cancel your course and accommodation stay at the same time, you will be charged a cancellation fee for each.
- (4) If a refund is required due to an overpayment caused by incomplete procedures on the customer's part, a handling fee of 1,000 yen will be deducted from the refund amount. If the overpaid amount is less than the handling fee, no refund will be issued.
- (5) Refunds will be made within 40 days after the cancellation process is completed.
- (6) The enrollment date is the date set by the school for each term. Please refer to the school calendar. (The first day of class for students enrolling in the middle of the term)
- (7) Since the office will be closed for a long vacation during the year-end and New Year holidays, the deadline for receiving cancellations and changes regarding January enrollment students is December 20.

Agreement and disclaimer regarding enrollment in ISI Japanese Language School

Our school has established the following disclaimers. Please read and confirm the details below before applying, as submitting an application will be regarded as your agreement to these terms. We appreciate your understanding in advance.

Article 1: Scope of Application

These terms and conditions apply to international students (hereinafter referred to as "the Students") who apply for admission, enroll, or are currently enrolled at the ISI Japanese Language School Group (hereinafter referred to as "the School").

Article 2: School Application and Admission Approval

The Students must submit a complete application package to ISI Japanese language school by the specified deadline. ISI Japanese language school will determine admission based on the submitted documents, interviews or exams, and payment of tuition and other related fees. Admission is confirmed only upon receipt of an official notice of acceptance from the School.

Article 3: Tuition and Payment

The Students must pay the tuition and other fees specified by ISI Japanese language school by the designated deadline. Please note that, regardless of the reason, the application fee and admission fee are non-refundable. Refunds for other payments, including conditions and eligibility, will be handled in accordance with the separate Refund Policy.

Article 4: Visa and Residency Status

The School supports students in applying for a Certificate of Eligibility (COE), but it does not guarantee the issuance of the COE or a student visa. Similarly, the School does not guarantee approval for extensions of residence status during the period of enrollment. The Students are fully responsible for maintaining a valid residency status in accordance with Japanese laws and regulations at all times.

Article 5: Attendance and Academic Performance Management

The Students must attend classes and study in accordance with the schedule and curriculum set by the School. Academic performance and attendance records may be reported to the Immigration Services Agency of Japan, financial sponsors, or other relevant parties when necessary.

Article 6: Responsibility of Financial Sponsors and Emergency Contacts

The School may contact financial sponsors or emergency contacts regarding important matters during the student's time at the school. In particular, we may deem it necessary to contact relevant parties in the following circumstances:

- Dropouts, poor attendance, health and mental health issues, important career issues
- Troubles and emergencies (illness, accidents, disasters, etc.)

Financial sponsors are responsible for providing financial support for tuition and living expenses and are expected to respond appropriately to communications from the School. Emergency contacts are expected to cooperate by responding to the School's communication when the student cannot be reached promptly or when urgent measures are deemed necessary.

Article 7: Health Declaration and Health Management

Students must accurately declare their health status at the time of application or enrollment and submit the designated health declaration form to the School. The declaration must include the following information:

- Past illnesses, chronic diseases, mental health status
- Presence or absence of infectious diseases (e.g., tuberculosis)
- Allergies, use of regular medications, and any special support needs

If there is any false information in the declaration or if the School determines that the declared health condition seriously hinders academic continuation, the admission may be revoked.

If there is a significant change in health status during enrollment, the Students must promptly report it to the School and submit a medical certificate if necessary.

If a student is diagnosed with or suspected of having an infectious disease, they are obliged to follow the doctor's instructions, including accepting suspension from attendance or quarantine measures.

The School may provide health consultations and guidance as needed to protect student health and safety but is not a medical institution and does not perform diagnosis or treatment.

For students with past illnesses or chronic conditions requiring ongoing medication or regular medical visits, they must responsibly follow medical advice, take medication properly, and attend medical appointments regularly.

If neglecting health management leads to worsening conditions requiring continuous monitoring and support by School staff (such as 24-hour hospital arrangements), the actual costs incurred (e.g., transportation, accommodation, personnel expenses) may be charged to the student or their guardian/financial sponsor.

Article 8: Insurance

The Students must enroll in the National Health Insurance system in Japan and also join the international student insurance plan provided by the School. This is to prepare for any unforeseen illness, injury, or liability for damages to third parties. If a student is not enrolled in insurance, they will be fully responsible for any medical expenses or liability costs, and the School will not bear any responsibility for these.

Article 9: Extracurricular Activities

Depending on the content of the activity, transportation costs, participation fees, etc. for extracurricular activities (field trips, tours, cultural experiences, etc.) organized or introduced by the School may not be included in the tuition fee and may have to be paid for by the Student. The Students will be informed of the content, location, costs, etc. of each activity prior to the activity. The School will not be held responsible for any expenses or damages incurred during the activity unless there is gross negligence on the part of the School. Additionally, accidents or illnesses that occur during extracurricular activities (e.g. heat stroke, injuries, etc.) will be covered within the scope of the international student insurance that the School has in place. However, the School cannot take any responsibility for unforeseeable circumstances or events that arise from an individual's lack of proper health management.

Article 10: Code of Conduct

The Students must comply with Japanese laws and the School's rules. If any of the following behaviors are confirmed, the Students may face disciplinary actions such as warnings, suspension, or expulsion. In severe cases, civil damages or criminal charges may be pursued:

- Disturbing behavior, harassment, or acts of violence
- Taking photos or videos that violate the portrait rights of other students or staff, or copyrights of school materials, and posting or sharing such content on social media without the consent of the individuals involved
- Spreading false or misleading information about the School that causes reputational damage
- Violations of Article 11
- Other acts that disrupt the School's order or cause damage to the School

Agreement and disclaimer regarding enrollment in ISI Japanese Language School

Article 11: Campus Manners and School Rules

To maintain order and a comfortable learning environment on campus, the Students must follow these rules:

- Commuting by car or motorcycle is prohibited.
- Unauthorized photography or video recording that violates the portrait rights of other students or staff or the copyright of school materials, as well as posting such content on social media, is strictly prohibited.
- Noisy behavior inside and outside the classroom, unauthorized photography, sales of goods, and religious or commercial solicitation activities are prohibited.
- Bringing dangerous items onto campus is prohibited.
- Smoking is prohibited throughout the school buildings. If smoking areas are provided outside, please smoke only in designated spots.
- Proper use of school facilities and equipment is required.
- In cases of serious violations such as damage to facilities or theft, the School may charge repair costs, impose suspensions, or enforce expulsion.
- For safety, the Students must actively participate in evacuation drills, health checkups, and health and hygiene guidance.

Article 12: Responsibility for Personal Belongings

The Students are responsible for managing their personal belongings brought to school, such as laptops, mobile phones, and valuables. The School assumes no responsibility for loss, theft, or damage to these items.

Article 13: Disclaimer Regarding Designated School Recommendations

The School may provide students with information about designated school recommendation programs offered by affiliated universities and vocational schools. However, such information does not guarantee admission. Admission decisions are ultimately made by the respective educational institutions based on factors such as academic performance, attendance, behavior, interview results, and submitted documents. The availability of recommendation slots, eligibility criteria, and acceptance quotas may change annually and may be altered or discontinued without prior notice. The School is not responsible for any disadvantages that the Students may face as a result of such changes. The Students are expected to understand the designated school recommendation system correctly and to take responsibility for their own career planning and preparation.

Article 14: Disclaimer Regarding Employment Support

The School provides support for students seeking employment, including resume and work history review, interview coaching, Japanese language expression guidance, and information about companies. However, this support is supplementary and does not guarantee job offers or hiring by specific companies or industries. Hiring decisions are ultimately made based on the student's abilities, suitability, language skills, work eligibility, and the employer's policies. The School assumes no responsibility for these outcomes. Students seeking employment must understand the visa requirements necessary for working in Japan (e.g., Specified Activities, Engineer/Humanities/International Services) and are responsible for completing the required procedures themselves. (If the Students have questions about visa procedures, the School can introduce a certified visa specialist or consultant for advice and support as needed.)

Article 15: Disclaimer

The School is not responsible if face-to-face classes are changed to online classes or if it becomes temporarily or permanently difficult to provide education due to natural disasters, outbreaks or pandemics, conflicts or wars, government or local authority orders, or other unavoidable circumstances.

The School also assumes no responsibility for delays, interruptions, or cessation of study caused by the student's personal circumstances. Refunds of paid tuition and fees are handled in accordance with the separately established Refund Policy.

Article 16: Bring Your Own Device

When studying at our school, you are required to bring a device that can connect to the Internet, such as a computer, smartphone, or tablet. To ensure a smooth learning experience, please prepare a device that meets the following system requirements.

Recommended System Requirements:

- Memory (RAM): 8GB minimum, 16GB or more recommended
- Available Storage (HDD or SSD): Minimum 2GB free space (for laptops, 10GB or more)
- Operating System (OS): One of the following is recommended:
 - Microsoft Windows 11 or later
 - macOS 12 Monterey or later
 - iOS 16 or later
 - Android 12.0 or later

These requirements represent the standard technical specifications needed for classes and learning support at the School. Please prepare your device responsibly and at your own expense before enrollment.

Article 17: Privacy Policy / Handling of Personal Information

The School uses the personal information collected from the Students (such as name, date of birth, address, contact details, passport information, health information, etc.) for the following purposes:

- Enrollment procedures, residence status procedures, and preparation of visa-related documents
- Arranging services provided by transportation, accommodation, and other organizations, and completing procedures to receive those services
- Managing classes, attendance, grades, and emergency contacts
- Procedures for international student insurance and providing information for academic advancement and job support
- The School will not disclose or provide personal information to third parties except when required by law or with the student's consent.
- The School properly manages the collected personal information and takes necessary measures to prevent unauthorized access, leaks, loss, or alteration.
- The Students may request disclosure, correction, or deletion of their personal information by applying at the school office.
- For details on the School's personal information protection policy, please refer to the website: <https://www.isi-education.com/privacy-policy>

Application Documents

Enrollment with a Student Visa (Long-Term Course) Part 1

Application for a Certificate of Eligibility for a Student Visa

List of documents to be submitted

Caution

- With the exception of non-reissuable certificates (for example, a graduation diploma), documents must be issued within 3 months of the date of application to the immigration and visa office, both in Japan and abroad, and only original documents are valid. This 3-month rule applies to documents (certificates) that can be reissued. A certificate is a document that can be issued as many times as you apply for it. (e.g., proof of graduation, notarized certificates, balance certificates, etc.)
- If the document is written in a language other than Japanese, please be sure to attach a Japanese translation. (In that case, please submit both the translation and the original. Submission of only a translation will not be accepted.)
- Please note that documents submitted to the Immigration and Residence Office will not be returned except for non-reissuable certificates. If you wish to have your documents returned, please inform the school at the time of application.
- Signatures must be handwritten in ballpoint pen by the applicant. No correction fluid may be used on any application documents.
- Additional information is required if you have previously applied for (or withdrawn) a COE for study abroad, employment, technical internship, etc. Please be sure to inform us at the time of application.
- The following documents must be submitted by the application deadline for each school.

Documents in red are required documents. Other documents and requirements may vary depending on the applicant's citizenship, region, and history of application to the Immigration Control and Refugee Recognition Agency.

Please use international courier services such as FEDEX/DHL/OCS/EMS to send the original documents and inform us of the tracking number.

Application documents are based on the policies of the Immigration and Residency Office as of May 31, 2025. The contents may be subject to change due to policy changes.

In such cases, the school will contact you. Those seeking employment in Japan are required to submit separate documents for employment assistance.

Check	Documents to be prepared by the applicant	Details
☐	School Application Form (form provided by ISI)	- Applicants must fill in all the necessary information required in the forms. - Do not leave any blanks, especially supporter's occupation or workplace information. - The name must be the same as shown in the applicant's passport.
☐	Personal history, Objectives for studying, Plans after graduation. (form provided by ISI)	- It must be completed by the applicant. It must be dated and signed by the applicant. (Stamp is acceptable) - Please list everything that can be considered as your educational background from the time you entered elementary school to the time you graduated from your most recent school/university. - For the location of the local Japanese language institution, please fill out the full address. - If there have been periods of time without studying or working, please write down the reason on a different paper. *If you have had irregular school or work records, please, submit the certificates to prove it.
☐	Health Status Declaration (form provided by ISI)	Please fill in the information regarding your current health condition.
☐	2 ID photos (size 4x3 cm) *Certificate photos can be submitted as data	- The photograph must have been taken within the last six months. - Clear, no hat, no background, facing front *Color copies not acceptable
☐	Passport (copy) * Other ID cards for those who have not obtained it *If you are in the process of renewing your passport, you can use a photo of your old passport.	- Those who have not yet obtained a passport must submit an ID card or other documents issued by a public institution. - If you have a history of entering and leaving Japan, please also prepare a copy of all the passport pages containing your immigration records. - If you have a resident card, please also submit a copy of your resident card (both sides).
☐	Graduation Diploma or Certificate of final academic background (copy)	- If you are currently enrolled in school at the time of application, you are not required to submit these documents. - Only copies of the original diploma are accepted (no copies of copies are accepted). - If you are currently enrolled (on leave of absence) in a university, junior college, or vocational school, or if you have dropped out of school, please submit a high school diploma in addition to proof of enrollment in the school.
☐	Proof of Enrollment or Certificate of expected graduation (copy) (Only for applicants who are currently enrolled in school at the time of application)	Please ask your current school to issue a document specifying the date of admission, major, and expected graduation date.
☐	JLPT Certificate (copy) (Only if applicable)	- Applicants who have passed the following applicable Japanese language tests are required to submit a copy of the certificate. - JLPT, BJT Business Japanese Proficiency Test, J.TEST, NAT-TEST, Standard Test of Business Japanese, TOPJ Practical Japanese Proficiency Test, J-cert Seikatsu, JLCT Japanese Language Proficiency Test for Foreigners, Practical Japanese Communication Test, JPT Japanese Proficiency Test, JPT Elementary
☐	Japanese Language Study Certificate (Only if applicable)	- If you have attended a Japanese language school before, please submit a certificate of attendance and grades from that time. - Please submit a certificate of Japanese language study with a minimum of 150 hours of class time. - In addition to the address and contact information of the educational institution, please submit a certificate that clearly states (1) length of study, (2) weekly study hours, (3) daily study hours, (4) days off, including holidays, (5) hours and days of previous study to date, (6) attendance rate, (7) course content, (8) course title, (9) target level of completion for the course, and (10) names of course materials used.

Check	Documents to be prepared by the financial sponsor	Details
☐	Written Proof of Supporter (form provided ISI)	- Please submit a copy personally handwritten or signed by the person responsible for paying the expenses. - If the sponsor is not the applicant or the applicant's parents, please explain why the supporter (sponsor) accepted the sponsorship on behalf of the applicant and why the applicant's parents are unable to cover the expenses.
☐	Income Certificate	- Please submit a certificate from your employer or a public institution confirming your annual income for the last year. - In the case of a certificate of bank balance, please make sure that it is in the name of the financial sponsor, issued within the last three months, and that the bank balance is sufficient to cover the period of study.

Check	If the sponsor resides in Japan	Details
☐	Documents that prove the relationship between the sponsor and the applicant	- Please submit a copy of your residence certificate (for all household members). - If you are preparing a certificate of residence, an original copy of the certificate of residence (as it was issued at the city hall, etc.) is required.
☐	Certificate of bank balance and one year's transaction statement (copy of bank passbook)	- Must be in the name of the person paying the expenses and issued within the last three months. - Please make sure that your deposit balance is sufficient for the duration of your study.
☐	Certificate of Occupation	If you are a company employee, please submit the original proof of employment issued by your employer or a public institution.
☐	Income tax certificate and tax payment certificate for the most recent year	Please apply at the city (ward) office of the municipality where you live as of January 1 of the year of application.
☐	Residence card (copies of both sides).	

Application Documents

Enrollment with a Student Visa (Long-term course/Countries subject to careful screening) Part 2-1

Application for a Certificate of Eligibility for a Student Visa

List of documents to be submitted

Caution

- With the exception of non-reissuable certificates (for example, a graduation diploma), documents must be issued within 3 months of the date of application to the immigration and visa office, both in Japan and abroad, and only original documents are valid.
This 3-month rule applies to documents (certificates) that can be reissued. A certificate is a document that can be issued as many times as you apply for it. (e.g., proof of graduation, notarized certificates, balance certificates, etc.)
* The certificate must include the issuer's title and name, the location of the issuing institution and contact information (telephone and fax numbers), and be signed or stamped by the issuer.
- If the document is written in a language other than Japanese, please be sure to attach a Japanese translation. (Include the wording on the bank deposit/withdrawal certificate.) (In that case, please submit both the translation and the original. Submission of only a translation will not be accepted.)
- Please note that documents submitted to the Immigration and Residence Office will not be returned except for non-reissuable certificates. If you wish to have your documents returned, please inform the school at the time of application.
- Signatures must be handwritten in ballpoint pen by the applicant. No correction fluid may be used on any application documents.
- Additional information is required if you have previously applied for (or withdrawn) a COE for study abroad, employment, technical internship, etc. Please be sure to inform us at the time of application.
- The following documents must be submitted by the application deadline for each school.

Documents in red are required documents. Other documents and requirements may vary depending on the applicant's citizenship, region, and history of application to the Immigration Control and Refugee Recognition Agency.

Please use international courier services such as FEDEX/DHL/OCS/EMS to send the original documents and inform us of the tracking number.

Application documents are based on the policies of the Immigration and Residency Office as of May 31, 2025. The contents may be subject to change due to policy changes.

In such cases, the school will contact you. Those seeking employment in Japan are required to submit separate documents for employment assistance.

Check	Documents to be prepared by the applicant	Details
☐	School Application Form (form provided by ISI)	- Please fill out all the required information in full by the applicant himself/herself. - Please make sure that there are no blanks, such as the occupation of the financial supporter or information on the employer. - Please enter your name as it appears on your passport.
☐	Personal history, Objectives for studying, Plans after graduation. (form provided by ISI)	- The document must be filled by the applicant. It must also be dated and signed by the applicant. (Seal stamps are acceptable). - Please list all education from the start of elementary school up to the last school graduation that can be considered education. - In the educational background and location of the local Japanese language institution, please fill out the full address. - If there is a gap of more than 6 months in your education or employment history, please specify the reason on a separate sheet of paper. *If your education or employment history is irregular, you will also need to provide documentation of this.
☐	Health Status Declaration (form provided by ISI)	Please provide as much detail as possible about your health condition.
☐	2 ID photos (size 4x3 cm) *Digital formats are acceptable	- The photograph must have been taken within the last six months. - Clear, no hat, no background, facing front *Color copies not acceptable
☐	Passport (copy) *Other ID cards for those who have not obtained it *If you are in the process of renewing your passport, you can use a photo of your old passport.	- Those who have not yet obtained a passport must submit an ID card or other documents issued by a public institution. - If you have a history of entering and leaving Japan, please also prepare a copy of all the passport pages containing your immigration records. - If you have a resident card, please also submit a copy of your resident card (both sides).
☐	Graduation Diploma or Certificate of final academic background (original)	- If you are currently enrolled in school at the time of application, you are not required to submit these documents. - Please submit the original diploma (certificate of graduation) of the last school attended. - The original diploma will be returned after examination by the Immigration and Immigration Control Agency. - If you are currently enrolled (on leave of absence) in a university, junior college, or vocational school, or if you have dropped out of school, please submit a high school diploma in addition to proof of enrollment in the school.
☐	Proof of Enrollment or Certificate of expected graduation (original) (Only for applicants who are currently enrolled in school at the time of application)	Please ask your current school to issue a document specifying the date of admission, major, and expected graduation date.
☐	JLPT Certificate (copy) (Only if applicable)	- Applicants who have passed the following applicable Japanese language tests must submit a copy of the certificate. - JLPT, BJT Business Japanese Proficiency Test, J.TEST, NAT-TEST, Standard Test of Business Japanese, TOPJ Practical Japanese Proficiency Test, J-cert Seikatsu, JLCT Japanese Language Proficiency Test for Foreigners, Practical Japanese Communication Test, JPT Japanese Proficiency Test, JPT Elementary. - If the results are not known until the application date, a copy of the examination voucher and transcript documents must be submitted by the specified deadline. - Documents printed from the screen of the test results on the website of the test management organization are not acceptable. It is not acceptable as a document.
☐	Japanese Language Study Certificate (If you have graduated from a higher education institution such as a foreign university, junior college, or vocational school, you do not need to submit your diploma)	- If you have attended a Japanese language school before, please submit a certificate of attendance and grades from the school. - Please submit a certificate of Japanese language study with a minimum of 150 hours of class time. - In addition to the address and contact information of the educational institution, please submit a certificate that clearly states (1) length of study, (2) weekly study hours, (3) daily study hours, (4) days off, including holidays, (5) hours and days of previous study to date, (6) attendance rate, (7) course content, (8) course title, (9) target level of completion for the course, and (10) names of course materials used.
☐	Tuberculosis non-active disease certificate (for applicable individuals only)	- This applies to individuals residing in countries or regions designated by the Japanese government. * Reference: Japan Ministry of Health, Labour and Welfare Tuberculosis Screening https://jpets.mhlw.go.jp/jp/ (As of June 2025: Nepal, Vietnam, Philippines) - The list of target countries and regions is subject to change or addition in the future. - The Tuberculosis Non-Active Disease Certificate must be issued by a medical institution outside Japan designated by the Japanese government (designated screening medical institution). The certificate is generally valid for 180 days from the date of the tuberculosis screening (chest X-ray date). - The Tuberculosis Free Certificate must be valid at the time of application for the Certificate of Eligibility.

Continued on next page

Application Documents

Enrollment with a Student Visa (Long-term course / Countries subject to careful screening) Part 2-2

Application for a Certificate of Eligibility for a Student Visa

List of documents to be submitted

Check	Documents to be prepared by the sponsor	Details
☐	Written Proof of Supporter (form provided ISI)	- Please submit a copy personally handwritten or signed by the person responsible for paying the expenses. - If the sponsor is not the applicant or the applicant's parents, please explain why the applicant's parents accepted the sponsorship on behalf of the applicant and why the applicant's parents are unable to cover the expenses.
☐	Documents that prove the relationship between the sponsor and the applicant	- Original certificates of parent-child relationship, kinship, etc., as verified by a public institution (e.g., birth certificate or notarized certificate of kinship) - In the case of a family register, please submit a photocopy of the page containing the household address and the identity and occupation of all members of the household. (This must be a primary copy only.)
☐	Certificate of bank balance [original].	- Must be in the name of the person paying the expenses and issued within the last three months. - Please make sure that your deposit balance is sufficient for the duration of your study.
☐	Certificate of Occupation [original].	- If you are a company employee, please submit the original proof of employment issued by your employer or a public institution. - If you operate a business, please submit a copy of your business license or business registration certificate. (e.g., self-employed, farmer, etc.) - Please make sure that the certificate of employment includes the name and contact information, length of employment, job description, position held, and any other noteworthy information.
☐	Proof of earnings for the past 1 year	- Please submit a copy of your passbook or deposit / withdrawal statement as a document to prove the process of forming funds described in the bank balance certificate. - Please make sure that the passbook is a primary copy and contains the details of the transaction (transaction date, amount and balance), the name of the depositor, the name of the financial institution, and the savings account number. - Please submit the original withdrawal statement, and if there is a noteworthy history or supplementary items, please explain in the reason statement (optional formula). - If the deposit / withdrawal statement is less than one year, it may not be accepted
☐	Income certificate for the past 1 year (original) Taxation payment (taxation certificate) for the past 1 year (original)	- Please submit the documents issued by the agency having jurisdiction over personal income tax. If you are unable to issue the document, please provide an explanation from a public institution. (Please also explain why the agency with jurisdiction over personal income tax cannot issue the document.) - If the certificate issued by the institution that has jurisdiction over personal income tax shows the amount of income and personal income tax, you do not need to submit a tax payment certificate.

Check	If the sponsor resides in Japan	Details
☐	Documents proving the relationship between applicant and the financial supporter	- Please submit certificate of residence (for all members of your household). - If you submit certificate of residence, you will need the original copy issued by the city hall.
☐	Certificate of bank balance and one year's transaction statement (copy of bank passbook)	- Must be in the name of the financial supporter and issued within the last 3 months. - The amount stated at the balance must be sufficient for the period of stay.
☐	Supporter's Proof of Employment	If you are a company employee, please submit an original copy of your proof of employment issued by your employer or a public institution.
☐	Income tax certificate and tax payment certificate for the most recent year	Please apply at the city (ward) office of the municipality where you live as of January 1 of the year you wish to apply.
☐	Residence Card (copy of Front and Back Side)	

Other

Check	Other documents	Details
☐	Statement of reasons (optional form)	- Please submit a statement of reasons or substantiating documents that dispel the reasons for the rejection or denial. - Please explain the reasons why you withdrew your application in the past and the circumstances under which those reasons have been resolved in this application.
☐	Applicant's certificate of employment (document proving the applicant's occupation)	Please submit this form if you have completed "Technical Intern Training" and have been employed in your home country since returning from Japan.