

**JAPANESE DEPARTMENT**

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**ENTRANCE APPLICATION**

KAWAHARA GAKUEN SCHOOL CORPORATION  
KAWAHARA E-BUSINESS COLLEGE

April 2020

# KAWAHARA GAKUEN SCHOOL CORPORATION

## KAWAHARA E-BUSINESS COLLEGE

### JAPANESE DEPARTMENT

Since Japanese Department of KAWAHARA E-BUSINESS COLLEGE was established in 2000, we have offered University/Vocational College preparation courses to foreign students.



Our school is located in Matsuyama City, Ehime Prefecture, where is surrounded by the beautiful and peaceful Setouchi Inland Sea on one side and mountains on the other. Setouchi inland sea provides an abundance of seafood which supplies fresh fish to cook delicious seafood dishes for the people of Matsuyama. Matsuyama Castle stands in the middle of the city, and the oldest hot spring in Japan, Dogo Onsen (spa) is also located in the city. Matsuyama is a historic city filled with warm hospitality.



Matsuyama Castle

Here, you can feel the history of the castle town and the warmth of local people while touching the seasonal beauty of Japan. Our school provides an environment where students can concentrate to study under the best conditions for learning Japanese.

Please refer to the ease of living in Matsuyama by comparing "transportation expenses" and "housing expenses" between Matsuyama and Tokyo below.

Transportation expenses (a person)		Housing expenses (a person)	
<b>Matsuyama</b> ¥0/ month  (Within walking distance from the College to their dormitory)		<b>Matsuyama</b> ¥20,000/ month	
<b>Tokyo</b> ¥5,000/ month 		<b>Tokyo</b> ¥57,000/ month	

**EDUCATIONAL PURPOSE**

The purpose of our course is to acquire the four Japanese skills (reading, writing, listening and speaking), open the way to Japanese universities, in addition, deepen understanding of Japanese culture and customs.

Furthermore, the purpose is to contribute to the development of international exchange by fostering many excellent human resources with an international perspective.

**COURSE**

	1 - year course	1.5 - year course	2 - year course
<b>Enrollment date</b>	<b>April</b>	<b>October</b>	<b>April</b>
<b>Class hours</b>	800 hours / 40 weeks	1200 hours / 60 weeks	1600 hours / 80 weeks
<b>Student capacity</b>	180 persons		
<b>Hours</b>	Morning class 9:20~12:30    Afternoon class 13:20~16:30		
<b>No class days &amp; Holidays</b>	Saturday, Sunday, Public holidays, Summer · Winter · Spring Holidays.		
<b>Approximate Application Deadline</b>	10 <sup>th</sup> of September of the previous year	the end of March of the year	10 <sup>th</sup> of September of the previous year
<b>Issuance of Certificate of Eligibility</b>	Late-February	Late-August	Late-February
<b>Apply to visa at Embassy/Consulate</b>	Mid-March	Mid-September	Mid-March
<b>Payment</b>	Late-March	Late-September	Late-March

**LEVEL & ACHIVEMENT GOALS**

LEVEL	FOCUS and ACHIVEMENT GOALS
<b>Beginner 6 months</b>	Acquisition of N4 level Japanese basic skills. Daily life conversation. Reading and writing of simple sentences. Kanji (350 characters)
<b>Beginner/ Intermediate 6 months</b>	N3 level daily conversation, reading and writing. Kanji (700 characters)
<b>Intermediate 6 months</b>	Acquisition of N2 level general Japanese comprehension (newspaper, news, etc.). Strengthen Japanese operational skills such as presentations. Kanji (1000 - 1300 characters)
<b>Advanced 6 months</b>	Acquisition of N1 level advanced and comprehensive Japanese skills. Enhance Japanese operational skills such as discussion. Kanji (2000 characters)

## □ **QUARIFICATION**

- ① Those who have completed at least 12 years of school education or equivalent. (Including those who are expected to complete by the time of entering our school)
- ② Those who have Japanese language ability equivalent to or higher than JLPT N5 (or more than 150 class hours)
- ③ Those who are allowed or are likely to be allowed to enter Japan by legitimate procedures.
- ④ Those who have a reliable financial supporter / guarantor.
- ⑤ Those who are healthy both physically and mentally, and comply with Japanese laws and regulations.

## □ **GUARANTEE OF PAYMENT**

The guarantor will be responsible for the payment of all school fee and living expenses while the student studies at KBC.

## □ **GUARANTOR IDENTIFICATION CERTIFICATE**

Guarantor identification accepts financial responsibility for the student while the student studies at KBC.

## □ **FEES**

- ① Application fee: 20,000 JPY To be paid when you submit your application.
- ② Enrollment fee: 80,000 JPY
- ③ Accident Insurance: (Full payment)  
1-year course : 10,000 JPY    1.5-year course : 15,000 JPY    2-year course : 20,000 JPY

- ④ Housing expense:

Housing expense will be paid to the Lessor for the first 6 months in advance, please pay 180,000 JPY before entrance.

Rent fee: about 17,000~23,000 JPY / month

Utility including electric, gas and water: about 5,000 JPY / month

### **Notice**

Housing expense 180,000 JPY includes a) and b) below.

- a) Rent fee (20,000 JPY / month) and utility costs (5,000 JPY / month) for the first 6 months
- b) Cost of bedding, appliance etc. (30,000 JPY)

Rent fee and utility costs depend on the room.

Before you leave the room, you shall pay a cleaning fee of about 25,000 - 50,000 JPY depending on the room condition.

## ⑤ Tuition

(JPY)

Course	Term	Deadline	Course fee	Facility and equipment fee	Maintenance fee	Auxiliary activity costs	Total
1-year (April Enrollment)	First year 1st payment	Enrollment	400,000	50,000	100,000	50,000	600,000
1.5-year (October Enrollment)	First year 1st payment	Enrollment	400,000	50,000	100,000	50,000	600,000
	Second year 1st payment	First Year September 30	200,000	25,000	50,000	25,000	300,000
2-year (April Enrollment)	First year 1st payment	Enrollment	400,000	50,000	100,000	50,000	600,000
	First year 2nd payment	First Year March 31	200,000	25,000	50,000	25,000	300,000
	Second year 1st payment	Second Year September 30	200,000	25,000	50,000	25,000	300,000

\* Auxiliary activity costs includes textbooks, materials, and extracurricular activities etc.

\* Notice: It may be asked for more fees, maximum ¥20,000, as unscheduled events might occur.

## ⑥ Bank Transfer

Please transferrer the fees to the following bank (the remittance fee is borne by the sender).

Name of Account : Kawahara Gakuen Corporation  
Director, Seiki Kawahara

Address : 3-31 Yanaimachi 3-chome, Matsuyama-shi, Ehime, JAPAN

Name of Bank : Iyo Bank

Name of Bank Branch : Minatomachi Branch

Account Number : 1 9 1 2 9 7 3

Type of Account : Saving deposit

SWIFT Code : IYOBJPJT

## ⑦ IMPORTANT

- The fees are not refundable under any circumstances.
- However, if the applicant is not granted a visa by the overseas Japanese Embassy or Consulate, the entrance fee, course fee, accident Insurance fee and housing expense will be refunded. The application fee will not be refunded. Under these circumstances, the original copy of "Certificate of Eligibility" and "Admission Permit" must be returned to KBC before refund.
- If the applicant declines admission after receiving "Certificate of Eligibility", the paid tuition (application fee, entrance fee, course fee, accident Insurance fee and housing expense) will not be refunded.
- The remittance fee for returning tuition will be borne by the recipient.

**PROCEDURE**

Steps from Application to Enrollment.

※ KBC stands for Kawahara E-Business College

- STEP1. Applicant sends application documents to KBC by PDF, pay application fee 20,000 JPY. (Bank account is above ⑥)
- STEP2. Screening test (documentary elimination, Skype interviews).
- STEP3. Applicant mails the original application documents to KBC per post.
- STEP4. KBC sends a "Letter of Acceptance" of the screening test to the applicant.
- STEP5. KBC submits "Application for Certificate of Eligibility" to the Immigration Bureau on behalf of the applicant.
- STEP6. KBC receives the results of grant / non-grant of the "Certificate of Eligibility" from the Immigration Bureau.
- STEP7. KBC mails the applicant with "Certificate of Eligibility", "Admission Permit", "Invoice for the school fees", etc.
- STEP8. Applicant applies for "Student Visa" at Japanese Embassy/Consulate with "Certificate of Eligibility".
- STEP9. Payment (bank transfer) of enrollment fee, accident insurance fee, housing expense, tuition fees. (1st payment of the first year)
- STEP10. After booking ticket, please inform KBC of arrival date and flight at least one week before arrival.
- STEP11. Arrival in Japan
- STEP12. Entrance ceremony, Orientation, Intensive Course (manners training, traffic safety workshop etc.), Placement Test, Start of Classes

**LIST OF NECESSARY DOCUMENTS**

**Documents relating to the Applicant**

<input type="checkbox"/> 1.	Application form (Form 1)	
<input type="checkbox"/> 2.	Resume (Form 3)	Please write detailed explanations of reason and purpose of studying Japanese and plans after graduation.
<input type="checkbox"/> 3.	Original graduation certificate from the last school	Original copy of a certificate of graduation from the last school that is at least higher than high school (12 years education). And/or a student registration certificate and a graduation prospect certificate also needed if you are still a student.
<input type="checkbox"/> 4.	Original transcript of academic record from the last school	Original copy of a transcript from the last school that is at least higher than high school (12 years education).

<input type="checkbox"/> 5.	Japanese proficiency certificate	A certificate equivalent to the Japanese Language Proficiency Test N5 or higher, or a study certificate issued by a Japanese language institution for a total of 150 hours or more.
<input type="checkbox"/> 6.	Certificate of employment	Only applicants who are currently working or have worked.
<input type="checkbox"/> 7.	Copy of official identification	
<input type="checkbox"/> 8.	Copy of passport	Passport holders only. If you have ever entered Japan before, attach pages with Japanese immigration stamps.
<input type="checkbox"/> 9.	Health Certificate (Form 2)	Issued within three months of application.
<input type="checkbox"/> 10.	Certificate of Sponsorship (Form 6)	
<input type="checkbox"/> 11.	Letter of Commitment (Form 7)	
<input type="checkbox"/> 12.	Letter of Agreement (Form 8)	
<input type="checkbox"/> 13.	Six photos	3 cm horizontally, 4 cm vertically, taken within three months, write your name on the back.
<input type="checkbox"/> 14.	Application fee 20,000 JPY	Please send a copy of the "Remittance Application Form" issued by the bank.

#### **Documents relating to the Financial supporter**

##### **• In case the parent/relative in your country bears the expense**

<input type="checkbox"/> 1.	Letter of Paying Expenses (Form 10)	
<input type="checkbox"/> 2.	Certificate of income	For the last 3 years
<input type="checkbox"/> 3.	Certificate of employment	The date of entry, job description, company address, telephone number, etc. Copies of the corporate registry, business license in the case of company management or self-employment.
<input type="checkbox"/> 4.	Certificate of tax paid	For the last 3 years.
<input type="checkbox"/> 5.	Certificate of bank balance	
<input type="checkbox"/> 6.	Copy of bank deposit book	For the last 3 years.
<input type="checkbox"/> 7.	Documents certifying relationship to applicant	Family register (all family members) or other official document.

##### **• In case the applicant bears the expense**

<input type="checkbox"/> 1.	Letter of Paying Expenses (Form 10)	
<input type="checkbox"/> 2.	Certificate of income	For the last 3 years.
<input type="checkbox"/> 3.	Certificate of employment	The date of entry, job description, company address, telephone number, etc. Copies of the corporate registry, business license in the case of company management or self-employment.
<input type="checkbox"/> 4.	Certificate of tax paid	For the last 3 years.
<input type="checkbox"/> 5.	Certificate of bank balance	
<input type="checkbox"/> 6.	Copy of bank deposit book	For the last 3 years.

● **In case the relative living in Japan bears the expense**

<input type="checkbox"/> 1. Letter of Paying Expenses (Form 10)	
<input type="checkbox"/> 2. Certificate of income	For the last 3 years.
<input type="checkbox"/> 3. Certificate of employment	The date of entry, job description, company address, telephone number, etc. Copies of the corporate registry, business license, in the case of company management or self-employment.
<input type="checkbox"/> 4. Certificate of tax paid	Resident tax or income tax for the last 3 years. Copies of the tax return forms for the last 3 years in the case of self-employment.
<input type="checkbox"/> 5. Certificate of bank balance	
<input type="checkbox"/> 6. Copy of bank deposit book	For the last 3 years.
<input type="checkbox"/> 7. Documents certifying relationship to applicant	Family register (all family members) or other official document.
<input type="checkbox"/> 8. Residence registry	All family members.
<input type="checkbox"/> 9. Copy of residence card	

**NOTES ON COMPLETING APPLICATION DOCUMENTS**

- ① Letter of Paying Expenses must be completed, signed or stamped by the financial supporter by him/herself.
- ② Certificate of Sponsorship must be completed, signed or stamped by the guarantor by him/herself.
- ③ If the documents are issued and submitted in a foreign language (other than Japanese), Japanese translations must be attached.

**OTHERS**

Please confirm the following before applying.

- ① If the class attendance rate is low, it may be difficult to enter further education and extend the period of your stay in Japan.
- ② After enrollment, students must take out Accident Insurance and National Health Insurance.
- ③ Please check the contents of "Agreement" Form carefully.

**CONTACT**

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