

## Fiscal 2017 – KUIS Japanese Language Course Admission Application Form

Do not write in fields marked with an asterisk.

			Candidate Test No.	*	
Name in alphabet			Sex	Male / Female	<b>Photo to be attached</b> [size: 4×3cm (H×W)] 1. Name must be written on the back of the photo prior to attachment with glue. 2. Photograph must have been taken within the last three months. 3. Head and shoulders only.
Name in kana			Marital status	Married / Single	
Name in kanji	Surname / Family name	Given (first and middle) names	Age on last birthday	— years old	
Date of birth	/ / [DD/MM/YY]				
Place of birth			Nationality		
Current address	Postal code:				
	Tel. No.	( )			
	E-mail	@			
Address in home country					
	Tel. No.	( )			
	E-mail	@			

### Academic record: Describe educational institutions attended from elementary school in chronological order

School type	School name	Address	Attendance period (from admission to graduation) (use MM/YY–MM/YY format)
Elementary school			/ – /
Junior high school			/ – /
Senior high school			/ – /
University			/ – /
Others ( )			/ – /
Others ( )			/ – /
Others ( )			/ – /

### Japanese language study experience

School name	Address	Study period (from admission to graduation) (use MM/YY–MM/YY format)	Length of time
		/ – /	years months
		/ – /	years months
		/ – /	years months

Note: Attach copies of your test certificates or grade reports, etc. for each of the above.

### Foreign language proficiency (Circle your proficiency level in any language other than Japanese, if applicable)

Language	Level	Learning period (use MM/YY–MM/YY format)
	Fluent   Good   Fair   Beginner	/ – /
	Fluent   Good   Fair   Beginner	/ – /

Note: Attach copies of your test certificates or grade reports, etc. for each of the above.

**Employment record**

Employer	Address	Job type	Employment period (from joining to resignation)	Length of time
			/ - /	years months
			/ - /	years months
			/ - /	years months

**Service in the military**

Yes	No	If "Yes", indicate period of service.	/ - /
-----	----	---------------------------------------	-------

**Preferred career option after graduation:** Check (✓) the applicable box.

Employment    Further studies    Return to home country    Other (Details: \_\_\_\_\_ )

**Family structure**

	Family member name	Relationship	Age	Occupation	Address
Family living in home country					
Family living in Japan					

**Passport**

Passport No.	Validity
	/ / - / / (DD/MM/YY-DD/MM/YY)

Note: Attach a copy of the passport.

**Scheduled place to apply for visa**

--

**Record of visits to Japan**

Embarkation / Disembarkation date (use DD/MM/YY format)	Period of stay (use DD/MM/YY-DD/MM/YY format)	Residential Status	Purpose of visit
/ /	/ / - / /		
/ /	/ / - / /		
/ /	/ / - / /		

Note: Attach an additional sheet if the above space is not enough.

**Date of application:** \_\_\_\_\_ / \_\_\_\_\_ / 20\_\_\_\_\_

**Applicant's signature:** \_\_\_\_\_



# Letter of Commitment

## To: President of KUIS

I hereby pledge to make every effort to understand the KUIS philosophy, follow the educational policy, comply with KUIS rules and regulations, and commit to the following in the performance of a student's duties in the event that I am accepted for admission to KUIS.

1. I acknowledge that payments made to KUIS are not refundable for any reason unless the prescribed procedure has been completed by the notification date for declining admission, and will not request such refund from KUIS.
2. I acknowledge that academic fees, such as the course fee for the applicable fiscal year is decided annually in accordance with any change in prices during the previous fiscal year, and I do not oppose KUIS's right to increase the fees. I also acknowledge that academic fees, such as course fees, should be paid in advance, and accept the right of KUIS to expel students who have not paid their academic fees, including course fees, and the consequent forfeiture of any study-related visa.
3. I will endeavor to study in compliance with KUIS rules and regulations, and commensurate with Japanese law.
4. If seeking paid work, I will first acquire Permission to Engage in Activity other than that Permitted under the Status of Residence Previously Granted from the Immigration Bureau of Japan to work part-time within the legally specified range.
5. If residing in accommodation introduced by KUIS, I will comply with the terms of contract concluded prior to moving in. If ordered to vacate the property by the landlord due to non-payment of rent or other breach of contract, I will comply without opposition.
6. I understand and accept that students may be expelled if their class participation in terms of number of days per term is less than 70% without legitimate reason.
7. I undertake to follow any other KUIS instructions, and will not oppose any punishment in the event of any violation of this commitment.
8. I acknowledge that I do not have the right to reject the terms of this agreement based on any inability on my part to understand the Japanese text or any other reason.

Dated: \_\_\_\_\_ / \_\_\_\_\_ 20\_\_\_\_\_

Address : \_\_\_\_\_

Applicant's name: \_\_\_\_\_ (Seal)

Guarantor's name: \_\_\_\_\_ (Seal)

# Statement of Financial Support

(for completion by the sponsor)

**To: President of KUIS**

(Applicant details)

Nationality : \_\_\_\_\_

Name : \_\_\_\_\_

Date of birth :        /        /        (Male / Female)

I hereby confirm that I pledge to sponsor the above person for the duration of their stay in Japan, and I hereby describe why I have accepted to be a sponsor as follows, while certifying any payment for expenses.

## Details

1. Background to acceptance as a sponsor:

(Please describe why you have agreed to sponsor the applicant, and your relationship to the applicant.)

---



---



---



---

2. Payment of expenses (Amount to be paid, and monthly remittance)

I, \_\_\_\_\_, hereby confirm my agreement to pay the following expense for the afore-named applicant during his/her stay in Japan. In the event that the above applicant applies for an extension to their period of stay, I will submit additional documents attesting to such payments for overseas study, such as remittance certificate or a copy of my bankbook (in which such remittance and payment of expense details are recorded).

- (1) Academic fees: (including admission fees and other miscellaneous expenses) when required for the admission procedure, and then twice a year
- (2) Living expenses: \_\_\_\_\_ yen per month
- (3) Payment method (please indicate the payment method, such as cash remittance or bank transfer)

---



---



---



---

Dated: \_\_\_\_\_ / \_\_\_\_\_ / 20\_\_\_\_\_

## Sponsor

Name : \_\_\_\_\_ (Seal)

Date of birth : \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ ( Male Female ) Age: \_\_\_\_\_ years old

Address : \_\_\_\_\_

Tel. No. : \_\_\_\_\_ Occupation: \_\_\_\_\_

Relationship to applicant: \_\_\_\_\_

# Letter of Guarantee

## To: President of KUIS

(To be completed by the applicant in person)

Student name: \_\_\_\_\_ (Seal)

Student's date of birth: \_\_\_\_/\_\_\_\_ / \_\_\_\_

1. I will counsel the above applicant to sincerely fulfill his/her undertakings to KUIS, and fully guarantee their personal matters.
2. I will counsel the above person to comply with Japanese laws and KUIS rules, etc., and guarantee he/she will not cause any problem for KUIS.
3. I hereby guarantee to KUIS to assume responsibility for all expenses while the above applicant is studying in Japan, such as their academic fees and living expenses.

(To be completed by the personal guarantor)

Guarantor's name: \_\_\_\_\_ (Seal)

Guarantor's address: \_\_\_\_\_  
\_\_\_\_\_

Guarantor's Tel. No.: \_\_\_\_\_

Guarantor's occupation: \_\_\_\_\_

Name of Guarantor's employer: \_\_\_\_\_

Address of Guarantor's employer: \_\_\_\_\_  
\_\_\_\_\_

Guarantor's work Tel. No.: \_\_\_\_\_

Relationship between student and guarantor: \_\_\_\_\_

Dated: \_\_\_\_ / \_\_\_\_ / 20 \_\_\_\_



## Fiscal 2017– Screening of KUIS Japanese Language Course Students

**Certificate of Japanese Proficiency**

Do not write in fields marked with an asterisk.

Applicant's name		Candidate Test No.	*
------------------	--	--------------------	---

This form is to be completed by a person who is competent to certify Japanese language proficiency, e.g. Japanese language teacher.

Please circle the applicable level for each skill.

<b>Comprehension</b>	Excellent	Good	Fair	Poor
<b>Writing</b>	Excellent	Good	Fair	Poor
<b>Aural</b>	Excellent	Good	Fair	Poor
<b>Oral</b>	Excellent	Good	Fair	Poor

Evaluation method for the above

---

Pedagogy

---

Textbooks used

---

Remarks

---



---



---

Professional affiliation and title:

---

Name:

---

Current address:

---

Date: \_\_\_\_\_ / \_\_\_\_\_ / 20\_\_\_\_

Signature of the evaluator: \_\_\_\_\_



## Notification of Contact Address

**To: President of KUIS**

(To be completed by the applicant in person)

Name: \_\_\_\_\_  
(Signature)

Date of birth: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Please send all information from the KUIS Office for Japanese Language Course (including the admission test results) to the following address:

Address: \* Please write non-Japanese addresses in English.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name of addressee: \_\_\_\_\_

Relationship to applicant: \_\_\_\_\_

Tel. No.: \_\_\_\_\_

E-mail: \_\_\_\_\_

Dated: \_\_\_\_ / \_\_\_\_ 20 \_\_\_\_

\* Note:

- (1) Please ensure you provide an address that all documents can safely and securely be delivered to.
- (2) Please include your national code with the telephone number.