



How to Obtain a Student Visa

1. In person at the Consulate	<i>or</i>	2. Via traceable mail
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Certificates of Eligibility and other Documents: You must receive your Certificate of Eligibility and other documents from our office in Japan via e-mail to apply for your visa. Please check your email daily for any updates. These will be e-mailed by:

August 15th for Fall Semester entry / March 1st for Spring Semester entry

Spring semester students: Due to tight time constraints, we strongly suggest that you go in person to the nearest Japanese Consulate to apply after calling to make sure of office hours and holiday schedules.

Non-U.S. Citizens/international students: If you are an international student at home for the summer, apply for the visa within your home country. If in the USA or another country, you will apply at the nearest Japanese Consulate *closest to your home address*. Contact the Japanese Consulate where you will apply to ask about additional documents, fees, and/or additional photos.

***Note on applying in-person:** We strongly recommend applying in person. Visas take approximately 4-7 days to process. If you live within driving distance of the Embassy/Consulate, we suggest you go in-person to avoid mail delays. Please also note that if your home address is within a certain distance from your Embassy/Consulate, you may be *required* to apply in-person. Call your Embassy/Consulate to confirm. Also, if your documents arrive with little time to apply by mail, you must apply in person.

Documents to Mail or Take to the Consulate

DOCUMENT	INFORMATION
Visa Application	Signed & dated in ink with photo attached. http://www.mofa.go.jp/j_info/visit/visa/index.html <i>Note:</i> Some Consulates require multiple copies of the application.
Certificate of Eligibility (COE)	The name on your passport, COE and plane ticket must be identical.
Passport	Signed inside and valid until at least two months after the end of the program. If you do not have a valid passport, call our office immediately.
Flight Itinerary	A copy that shows the details of your departure and return (if applicable).
Certificate of Admission (COA)	An Official Certificate of student admission to Waseda.
Official Student Guarantee Letter	This letter is from our office and guarantees resources as well as confirming participation.
*If mailing: Pre-paid airbill (label) & 12x9" envelope	Call your Consulate to confirm which shipping service they use (USPS, FedEx, etc.) Send your documents via this service and include a pre-paid airbill (label) and 12x9" envelope for them to return your passport. Consulates do <u>not</u> pay for return mailing, so you must include a pre-paid return airbill (label) with your current address, <u>addressed to the student</u> (not parents, etc.)
*If mailing: Letter of Release	A short letter stating that you are applying for your visa, would like the passport returned via the enclosed pre-paid airbill and envelope, and that you release the Consulate from liability for any lost mail. Sign and date this letter.
*If mailing: Copy of your State ID or Driver's license	Make a color copy and send with your documents.

****MAKE A COPY OF ALL OF THESE DOCUMENTS BEFORE YOU MAIL THEM****

Non-United States Citizens/International Students

ONLY APPLICABLE TO U.S. PERMANENT RESIDENTS (GREEN CARD HOLDERS) AND OTHER VISA HOLDERS. NOT APPLICABLE TO US CITIZENS.

Contact the Japanese Consulate where you will be applying to ask about additional documents, special fees, and/or additional photo requirements. If applying in the United States at a Japanese Consulate, send:

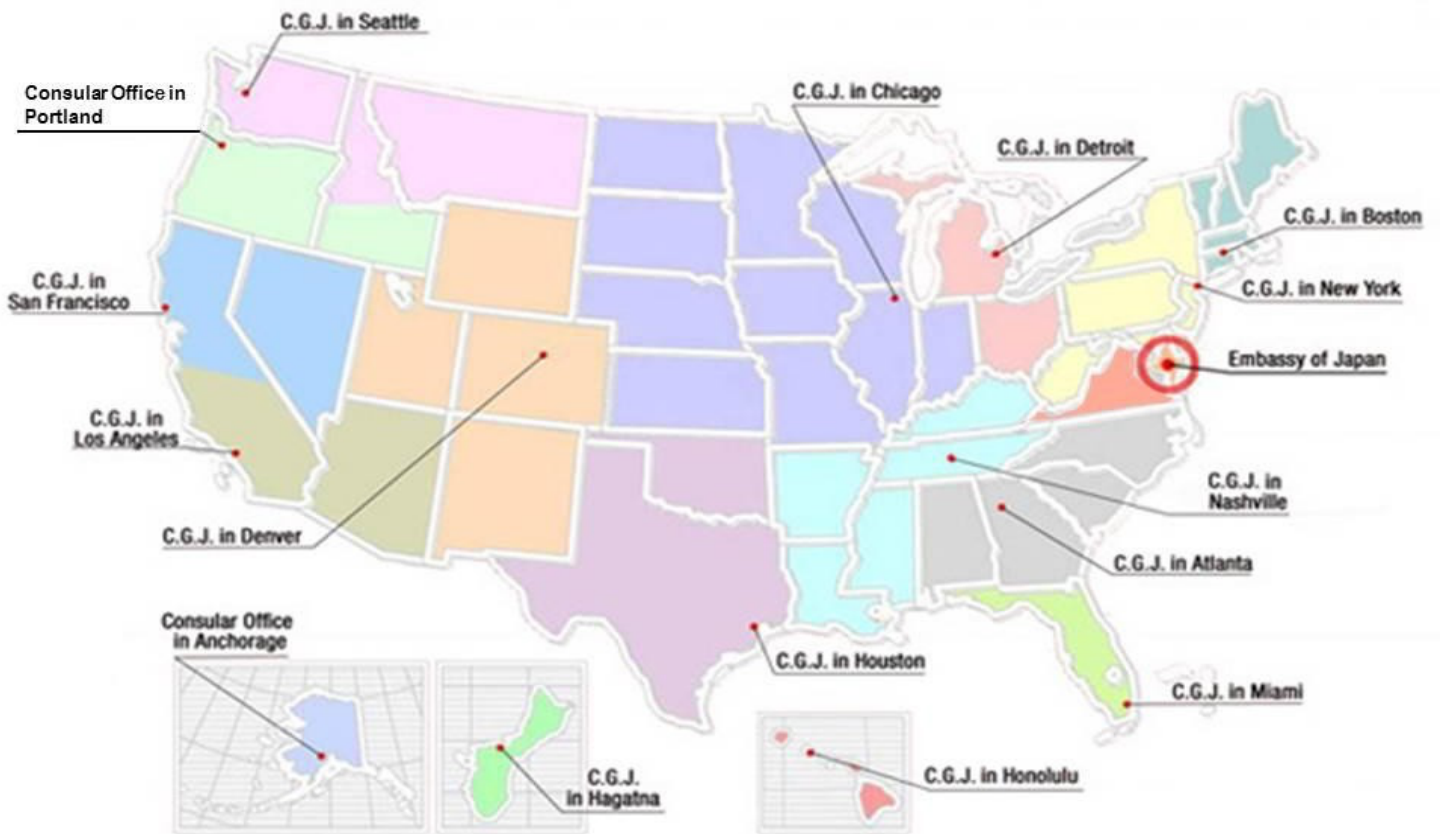
DOCUMENT	INFORMATION
Proof of U.S. Immigration Status	<ul style="list-style-type: none">• U.S. Permanent Resident: Copy of your Valid Permanent Resident card (Green Card). Do not submit the original card.• <u>ALL</u> visa holders: Copy of your visa and I-94. F visa holders: Copy of your I-20 J visa holders: Copy of your DS-2019
Visa Fee	Varies depending on nationality. Not applicable for U.S. citizens and several other countries.

ADDITIONAL NOTES FOR ALL STUDENTS

- The above information is subject to change. Call your regional Consulate for specific mailing instructions, required documents, and hours of operation.
- Your passport will be returned to you with your student visa inside. U.S passport holders typically receive a "multiple-entry" visa. Non-U.S. passport holders may receive a "single- entry" visa. *In either case, students who travel outside of Japan during Japan Study must complete the appropriate paperwork before traveling outside of Japan during the program.*
- Visas are stamped with a period of validity. This is specified period (typically 3 months) during which you must enter Japan. It does NOT mean your visa will expire in 3 months.
- It is each student's responsibility to obtain a transit visa *if necessary*. Transit visas are needed for citizens of certain countries when flying internationally and laying over in a 3rd country. For this reason, we recommend flying either directly from your home country to Japan or from the USA to Japan.

For a list of consulates: http://www.mofa.go.jp/about/emb_cons/over/index.html For visa information: https://www.mofa.go.jp/j_info/visit/visa/index.html

Consulates-General and Consular Offices of Japan



- [Anchorage, AK](#) 
- [Atlanta, GA](#) 
- [Boston, MA](#) 
- [Denver, CO](#) 
- [Detroit, MI](#) 
- [Honolulu, HI](#) 
- [Houston, TX](#) 
- [Los Angeles, CA](#) 
- [Miami, FL](#) 
- [Nashville, TN](#) 
- [New York, NY](#) 
- [Portland, OR](#) 
- [San Francisco, CA](#) 
- [Seattle, WA](#) 
- [Hagåtña, Guam](#) 