

Please check the following guideline first. Then, press the “Start applying” button at the end of the guideline.



The information of your application will be used for

- **SIT acceptance process**
- **Scholarship selection**
- **Certificate of Eligibility (COE)**
Issued by JAPANESE GOVERNMENT*

*Only who will stay in Japan more than 90 days.

**ALL INFORMATION ON APPLICATION FORM
MUST BE COMPLETELY ACCURATE**, otherwise, you
may not allowed to enter Japan or accepted by SIT

Certificate of Eligibility

【Things to Keep in Mind When Filling out the Application Form】

1 Meet the Application Deadline

2 YOU CAN NOT CHANGE your information after submission

3 USE ONLY English characters

(A-Z, a-z, 0-9, hyphen(-), period(.), curly braces({ }), comma(,), semicolon(;), and apostrophe(').)

*In the case of your name, address (including city name) and home university name with special characters, please transliterate them into the Basic Latin letter equivalent.

Ex) François → FRANCOIS Nguyễn → NGUYEN

Ex) São Paulo → Sao Paolo Hồ Chí Minh → Ho Chi Minh

4 Click THE "SUBMIT" BUTTON after you complete the form

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【Common Mistakes】

✘ Incomplete home Address

Please write a detailed home address including the postal code.

✘ Shortage of your Living cost

For living cost in Japan, all students **need at least 80,000 JPY* per month.** *JPY=Japanese Yen

✘ Incorrect Exchange Rate and Date

Please write as 1JPY= XXX (currency) and **the date of that rate.**

✘ Submit an unacceptable Photo

Please check the following site before you submit the photo.

http://www.immi-moj.go.jp/english/tetuduki/zairyuu/photo_info.html

 **For Student who have a     Nationality,
Chinese, Vietnamese, Hong Kong's, Taiwanese**

1) When you fill in your first name, write in one phrase.

Good Ex.) LI SHIBAURA / LI SHIBA-URA

Bad Ex.) LI SHIBA URA

2) When you fill in “your home address” and “the place you born”,
please write **country, province, (district,) and city name** in English.

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【How to send a nomination request to your nominator】

When you fill in the application, you will be asked to send a nomination request to your nominator.

Click the “Send request button” so that your nominator can continue the nomination process.

Also, the required number of recommenders is one.

Therefore, please ignore the part of the maximum number of recommenders listed as two.


Nomination

 Send Request

Requirements

Position of Recommenders	Nominator from applicant's home university (International office) / Nominator from applicant's home university (Other section besides the international office)
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Required Number of Recommenders	1
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 Maximum Number of Recommenders	2
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For the details of nomination, please check below.

[How to nominate your students\(for nominator\)](#)

PLEASE GO TO APPLICATION GUIDELINE

【 How to apply for SIT exchange programs 】

Here is the information how to apply SIT.

Application Guideline

—User Manual Of The Admissions Office (TAO) —



[Click Here!](#)

Next Step!



Start applying