

募集要項

APPLICATION REQUIREMENTS

学校法人 龍澤学館 MCL 盛岡情報ビジネス&デザイン専門学校 日本語学科

Tatsuzawa Education Group

MCL Morioka Information Business & Design College

Japanese Language Course (Morioka Japanese Language School)

I. ENTRANCE REQUIREMENTS

1. Applicants must have a 12-year course of education in a foreign country.
2. Applicants must have JLPT N5 or higher.
3. Applicants must have the ability to pay the cost of school and living expenses to study in Japan.

II. COURSES

Course	Capacity	Course Period	Course Hours	Course Weeks	Entrance Month	Deadline for Application
Course A	30	2 Years	1,600 hours	80 wks	April	The end of October (Preceding year)
Course B	30	1 Year & 6 Months	1,200 hours	60 wks	October	The end of April

III. APPLICATION FORM

NOTES

- For all documents which are not designated “copy” the original should be submitted.
- Copies should be printed single-sided.
- All of the application documents should be submitted within 3 months of issue.
- Write as clearly and carefully as possible.
- Do not use correction liquid or other corrective methods.
- Fill in all of the necessary items completely.
- All documents to be filled in by an applicant must be filled in by himself/herself.
- All documents to be filled in by a sponsor must be filled in by himself/herself.
- Other documents may be asked to be presented if necessary.
- We do not return documents we received (except for diplomas and academic transcripts).
- We do not refund the application fee and admission fee you have paid.
- When documents are found to be false, entrance permission can be revoked even after entrance procedures have started taking place.
- Documents in a foreign language must have Japanese translations attached.

A. DOCUMENTS FOR THE APPLICANT TO PREPARE

1. Application for Admission (Form A)
2. Statement of Purpose (Form B)
3. Japanese Language Ability Certificate issued by your Japanese language school.
If you have taken JLPT, NAT-TEST or J.TEST, the original certificate needs to be submitted. (We will return the original after examination)
If the applicant has studied Japanese at an educational institution, the transcripts or report card including the attendance period and grades should be attached.
4. Oath (Form C)
5. Family register certificate (Korean, Taiwanese only)
6. Photos
6 photographs sized 4cm × 3cm
Submitted photographs should be taken within the past 3 months, and should be clear, showing front, upper body with bare head and no background.
Write your nationality and full name on the back side of photographs.
7. Diploma
Applicants currently in school should submit a “graduation letter” and “school certificate” to show that they are currently in a program and intend to graduate.
Chinese bachelor applicants should also submit documents that testify that the diploma is an authentic document and CHSI or CDGDC certificate
8. Academic Transcripts
Chinese nationals should also submit documents that testify that the transcript is an authentic document
9. Certificate of Employment (For those currently employed)
10. Copy of Passport Identification page (If applicant has one.)

B. DOCUMENTS FOR SPONSOR TO PREPARE

B-1. IN THE CASE THAT THE APPLICANT’S RELATIVE WILL REMIT SCHOOL AND LIVING EXPENSES FROM THE APPLICANT’S NATIVE COUNTRY / OVERSEAS

The sponsor should have regular work and be able to pay for the applicant's expenses.

1. Guarantor Form (Form D)

2. Statement of Financial Sponsorship (Designated Form E - should be hand-written in native language)
3. Certificate of relationship between sponsor and applicant
 - Chinese ⇒ Family relation authentication document
 - Korean and Taiwanese ⇒ family register
 - Vietnamese ⇒ Birth certificate, family register and national ID card of applicant and sponsor
 - Other countries ⇒ Birth certificate, etc.
4. Certificate of bank balance and bank statement for the last 3 years
 - It should be a currency which can be remitted to Japan
 - 《Note》 A "balance certificate" published by the sponsor's bank showing the account balance in Japanese yen or U.S. dollars is desirable
5. Certificate of Employment
 - A document issued by the company (specifying the name and location of the company, job tenure and job content) should be submitted
 - In the case that the sponsor is a business manager or owner, a document, such as a "certified copy of register", showing that the sponsor is the manager or owner of the business should be submitted
6. Certificate of income for the last 3 years)
 - A document proving ability to cover expenses, such as a document showing the annual income of the previous year, issued by the sponsor's work place, should be submitted
 - In the case that the sponsor is a business manager or owner a tax document which indicates the annual income is necessary
 - If the sponsor has assets other than the bank deposits a document should be attached to prove this
7. Certificate of tax payment for the last 3 years

B-2. IN THE CASE THAT THE GUARANTOR OR SPONSOR IS LIVING IN JAPAN AND WILL PAY SCHOOL AND LIVING EXPENSES

1. Guarantor Form (Form D)
2. Statement of Financial Sponsorship (Form E- should be hand-written in native language)
3. Certificate of bank balance and bank statement for the last 3 years

4. Tax certificate of sponsor - One of the following documents confirming annual income
 - "Tax Certificate No.1, No.2" issued by tax office
 - "Taxation Certificate" issued by city/ward office

5. Work certificate of sponsor

- "Certificate of Employment" issued by work place
- If self-employed submit "Final Return" (Office copy)
- If a company executive submit "Certified Copy of Company Registration"

6. Sponsor's certificate of residence

A document with all residents in the household listed should be submitted.

In the case that the sponsor is not Japanese, a copy of both sides of Residence card.

B-3. IN THE CASE THAT THE APPLICANT WILL PAY SCHOOL AND LIVING EXPENSES BY HIMSELF / HERSELF

1. Applicant's certificate of bank balance and bank statement

It should be a currency which can be remitted to Japan.

A "balance certificate" published by the applicant's bank showing the account balance in Japanese yen or U.S. dollars is desirable.

2. Certificate of employment if currently employed

A document issued by the applicant's work place (specifying the name and location of the company, job tenure and job content) should be submitted.

3. Certificate indicating receipt of a scholarship (unnecessary when not receiving a scholarship)

IV. HOW TO APPLY

Mail or bring the application to the school in person.

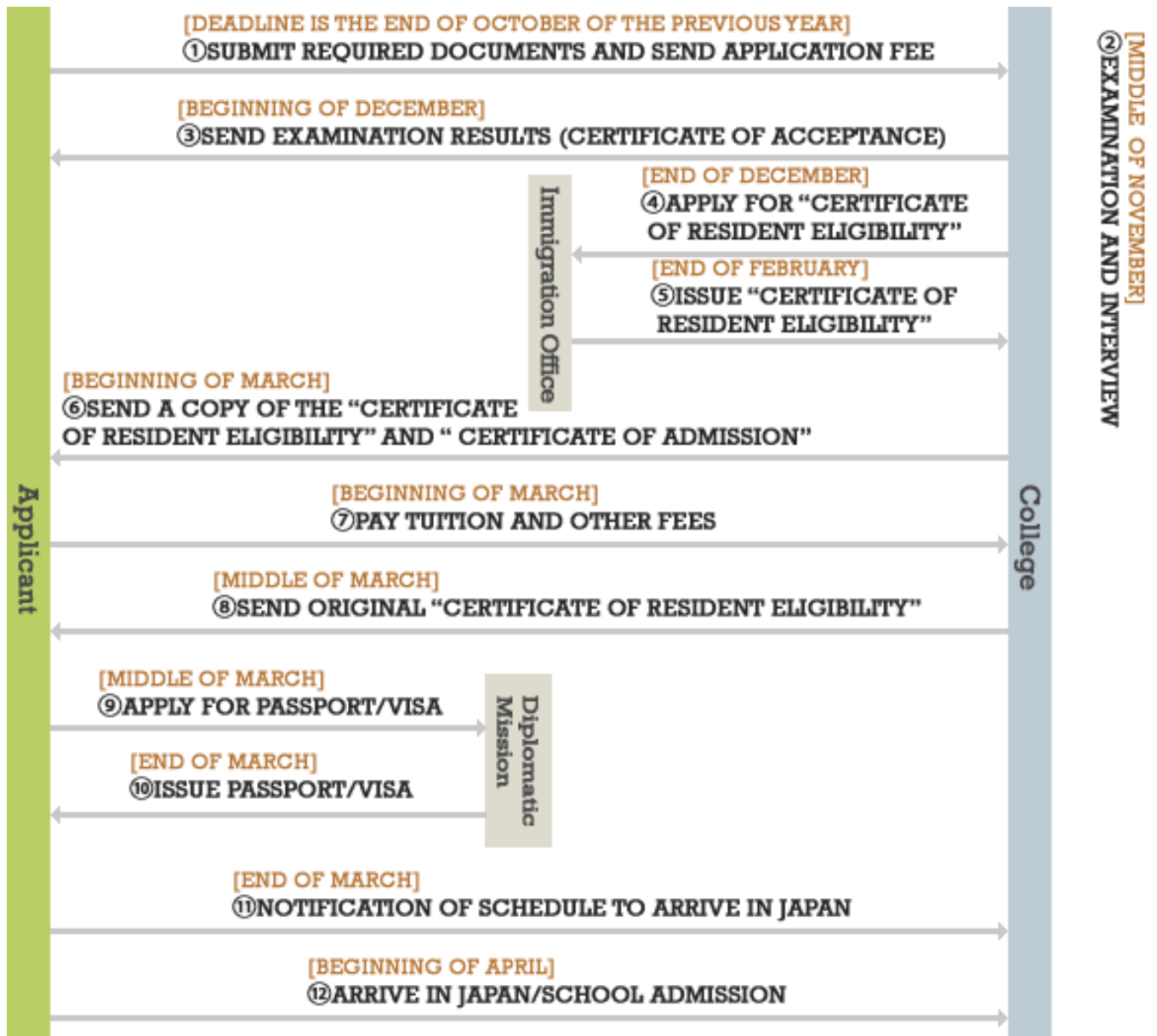
Address and contact information:

Morioka Japanese Language School (MCL Morioka Information Business & Design College)
3-4-1 Osakawara, Morioka, Iwate 020-0025 JAPAN
TEL: +81-19-651-5530 / FAX: +81-19-651-5553
Email: nihongo@mclmjls.com

V. SELECTION SYSTEM

Written exam, Interview test

VI. FLOW CHART FOR SCHOOL ENTRANCE



*The above schedule is for Course A.

Course B begins 6 months later than Course A, so add 6 months to calculate the timeline.

VII. SCHOOL EXPENSES AND TRANSFER DETAILS *from October 2023 students

ITEMS	COURSE A (2 YEARS)		COURSE B (1 YEAR AND 6 MONTHS)	
	1 st year	2 nd year	1 st year	2 nd year
APPLICATION FEE	¥20,000	0	¥20,000	0
ADMISSION FEE	¥80,000	0	¥80,000	0
TUITION	¥550,000	¥550,000	¥550,000	¥275,000
EQUIPMENT MAINTENANCE COST	¥50,000	¥50,000	¥50,000	¥25,000
TEXTBOOKS FEE	¥30,000	¥30,000	¥30,000	¥15,000
EXTRA-CURRICULAR COST	¥10,000	¥10,000	¥10,000	¥5,000
ACCIDENT INSURANCE	¥10,000	¥10,000	¥10,000	¥5,000
SUBTOTAL	¥750,000	¥650,000	¥750,000	¥325,000
TOTAL	¥1,400,000		¥1,075,000	

- Tuition for a year is paid in advance of entrance into the school. Remit payment in yen.
- When the Japanese embassy refuses to issue a visa, or in case of withdrawal or declination, payments except for the application fee and the admission fee will be returned according to our rules.
- After arriving in Japan, if the student decides to leave school, as a rule the tuition cannot be returned.

Wire-transfer Payment Details

Name of Bank: KITA NIPPON BANK	
Branch name: HONCHOU BRANCH	Branch code: 003
SWIFT code: KNBJPJT	
Account Number: 7052862	
Account Holder: TATSUZAWA GAKKAN EDUCATIONAL FOUNDATION	
CHAIRMAN NAOTAKA TATSUZAWA	

VIII. LIVING EXPENSES

- About 50,000 yen per month is required for living expenses in addition to tuition.
- To cover all living expenses with a part-time job will make studying difficult. Please prepare sufficient funds beforehand.

IX. OTHER ITEMS

Part-time Job

Students with a "Student Visa", can have a part-time job up to 28 hours per week to the extent that it does not cause trouble with their studies.

Living Place

Student dormitories are available. Dormitory expenses are 22,000 to 35,000 yen per month. (Utilities and meal costs are not included)

Health Management

International students join the National Health Insurance program in case of emergency illness or injury and to help them lead a secure life. After joining the National Health Insurance, 70% of patients' medical fees are covered when receiving care at medical facilities. (Patients are responsible for 30%) (This insurance fee will be paid separately after the student enters Japan)