



万和國際教育學院

Manwa International Education Institute

Guidelines For Application

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1、Enrollment period

Enrollment period	April semester	October semester
	2 year	1 year 6 month

2、Eligibility for applicants

- Those have completed at least 12 years of schooling in their home country, or have an equivalent educational background, when enrolling in our institute.
- Those have studied Japanese for 150 hours or more and have Japanese language ability equivalent to that of Japanese Language Proficiency Test N5.
- Those who have sufficient financial ability by their financial supporter to learn and live during the period of stay in Japan.

3、Application Submission Documents

※Notes on Submission of Documents

- 1) Please fill in the application form, resume and expense payment document form designated by our institute.
- 2) Please submit the original documents such as graduation certificate that are issued only once, not copies.
- 3) Other than the above, the original certificate that can be issued several times must be submitted within three months of submission.
- 4) For documents written in other languages than Japanese, please attach a Japanese translation.
- 5) As a general rule, documents other than ones issued only once, such as certificates, cannot be returned. If there are any documents that need to be returned, please let us know in advance.
- 6) If you have applied for a certificate of eligibility in the past (including applications for visas other than study visas), please let us know.
- 7) Please fill in all the information about the applicant and the expense payer without leaving any blank space.

• Personal documents

Applications for admission※	<p>Please write your name exactly as it appears on your passport.</p> <p>If your birth address and current address are different, please write both of them.</p> <p>Please write down your educational background, from elementary school to your last educational background, and the year and month you entered and graduated.</p> <p>If you have previous work experience, be sure to include all details accurately. If there is a blank period of more than 6 months in your education and work experience, please prepare and submit a written explanation on a separate sheet.</p>
Reasons for the application※	<p>As for the reason for the application, please fill in the purpose of studying Japanese, the purpose of studying in Japan, the plan after graduation and so on.</p> <p>Please write your signature and date in your own handwriting.</p>
Graduation certificate for final education	<p>Please submit the original certificate or certificate.</p> <p>If your final educational background is junior college or vocational school, please submit a certificate of high school graduation.</p>
Certificate of academic achievement by final academic background	<p>Please submit something that can confirm the result of your final academic background while you are in school.</p> <p>If your final academic background is a junior college or a vocational school, please submit your transcript of high school.</p>
Enrollment certificate.	<p>Only those who are currently enrolled in the school should submit the form with the date of enrollment, major, period of enrollment, and expected time of graduation.</p>
Japanese language certificate	<p>Please submit a document that states when you started learning Japanese and the learning time (150 hours of learning time or more) at the time of issuance.</p>
Certificate of Japanese language ability.	<p>Please submit a certificate of passing the Japanese Language Proficiency Test, JTEST, and NATTEST.</p>
Passport	<p>Please submit a copy of the page with your name and face photo, along with a copy of the page stamped with your embarkation/disembarkation history if you have a history of entering or leaving Japan.</p> <p>If you don't have a passport, please submit a copy of an identification card with a face photo issued by a public institution.</p>
6 face photos (4cm × 3cm)	<p>Please take a picture within 3 months from the time of submission, and submit the one with no hat taken from the front.</p>

• Sponsor

Expense payment document※	Expense payment document should be made by the person who pays the expense. In addition, a person who pays the expense should also write his/her signature.
Certificate of deposit balance.	The one issued in the name of the expense payer within three months from the submission.
Evidence of fund formation	Copies of bank books for the past three years, etc.
Certificate of Tenure of expense payer	If he/she is self-employed, please submit a business registration permit, a certified copy of registry, etc.
Certificate of income.	A proof of annual income for the past 3 years.
Applicant and the expense payer Relationship Certificate	Please submit official documents such as a family register book that describes the relationship between the applicant and the expense payer. In addition, if the applicant has a family member or a person living with the applicant, submit documents that can prove all relationships, if possible.

4、 Application and entrance fees

Entrance examination fee : 22,000 yen (consumption tax included)

*Please submit all the materials and pay the examination fee. Please note that we will not refund you if you cancel after submitting the documents.

Other Cost:

In case of payment for 6 months

Admission fee	Tuition fee	Facilities and activities fee	Teaching materials	Total (tax excluded)	Consumption tax (10%)	Total (Tax included)
50,000yen	312,000yen	10,000yen	15,000yen	387,000yen	38,700yen	425,700yen

In case of payment for 1 year

Admission fee	Tuition fee	Facilities and activities fee	Teaching materials	Total (tax excluded)	Consumption tax (10%)	Total (Tax included)
50,000yen	624,000yen	20,000yen	30,000yen	724,000yen	72,400yen	796,400yen

*After paying the mentioned above, you will have to pay for your tuition, facilities and activities, and teaching materials every six months during your study period.

*After the issuance of the certificate of eligibility, please transfer to the designated bank account according to the invoice issued by our institute.

*Please make sure that the name of the applicant must be confirmed in the name of the transfer, and the remittance fee must be paid by the applicant.

*After the issuance of the certificate of eligibility, if you pay the initial fee and cancel it before the class starts, we will refund the tuition fee, facilities and equipments fee, and teaching materials fee except for the admission fee. In that case, please pay the remittance fee by yourself.

*Regarding the refund of tuition fees after the class starts.

If you cancel the contract within 6 months after the start of the class, we will not refund the tuition fee. Also, be aware of the fact that you can't cancel or get a refund in the middle of the semester every 6 months.

5、 Payment Method

Please make a payment using one of the methods below by the specified date shown on the bills.

[Payment method 1: Flywire (recommended)]

- Flywire is an easy and secure payment procedure, which is advisable for payments made from overseas for tuition
- You can trace your payments via email notification or on your My Page.
- Various ways to pay from each country are available (credit card, bank transfer, etc.)
- 24-hour multilingual customer support is available.
- Please make a payment for the tuition fee with manwa-education.flywire.com. You can access the site by scanning the QR code below.

QR code:



銀行名 (Beneficiary Bank)	三菱 UFJ 銀行 信濃橋支店 MUFG Bank, LTD. Shinanobashi Branch
SWIFT code	BOTKJPJT
Bank Address	2-3-10, Nishihonmachi, Nishi-ku, Osaka-shi, Osaka, Japan
Account No	普通 FUTSU 036-0229435
口座名義 Account name	株式会社万和教育グループ Manwa Kyoiku Group Inc.
Beneficiary Address	1-5-17, Nishihonmachi, Nishi-ku, Osaka-shi, Osaka, Japan

6、Adress

〒550-0005

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