



万和国际教育学院

Manwa International Education Institute

Guidelines For Application

1、Enrollment period

2、Eligibility for applicants

3、Application Submission Documents

4、Procedures from application to enrollment

5、Notes on admission

6、Application and entrance fees

7、Payment method

8、School address

9、School overview

1、 Enrollment period

Enrollment period	April	July	October	January
Advancement for higher education Course period	2 year	1 year 9months	1year 6months	1year 3months

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.

※Those who wish to enroll in January, only can apply with Japanese language proficiency equivalent to JLPT N4.

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.

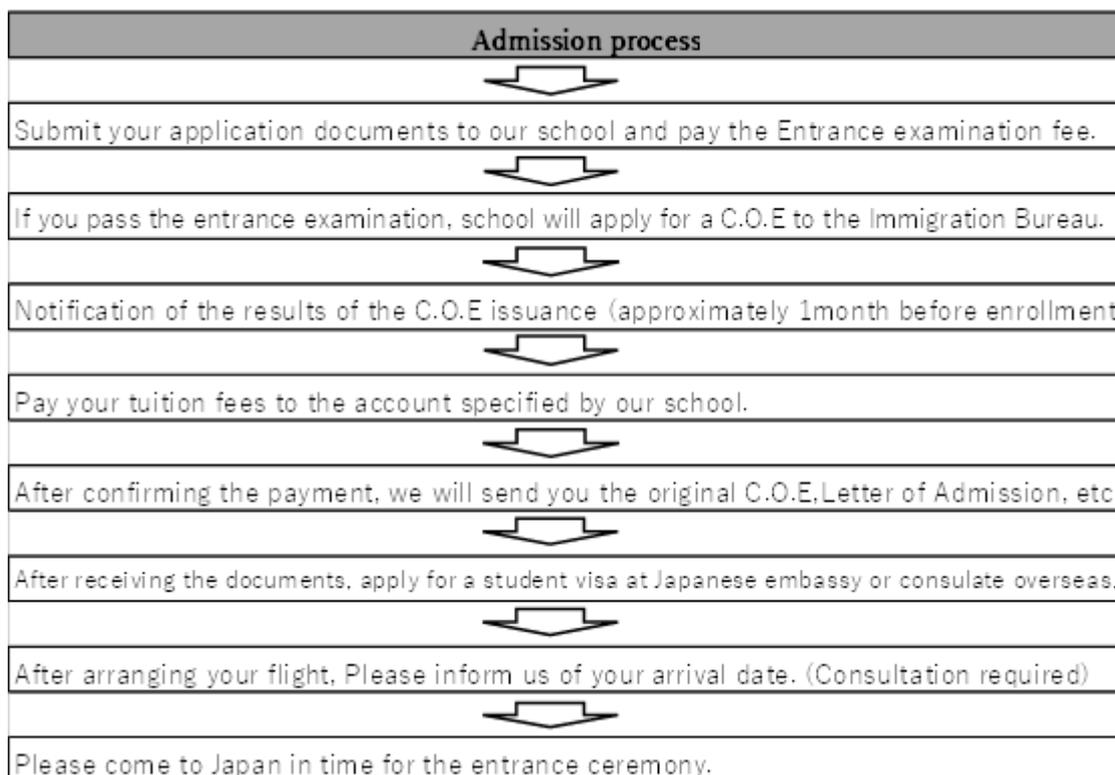
• Personal documents

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. 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>
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 (JLPT), J.TEST, and NAT-TEST, etc. (Equivalent to N5 level ~)</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 1 year, statement of account, 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 1 year.
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、 Procedures from application to enrollment



(※C.O.E : Certificate Of Eligibility for Residence)

5、 Notes on admission

- ①Please comply with Japanese laws and school regulations during your enrollment.
- ② International students must enroll in the National Health Insurance and pay their own insurance premiums.
- ③Smoking is prohibited in and around the school
- ④International students are permitted to work up to 28 hours per week upon obtaining a “Permission to engage in activities other than permitted under the status of residence”.
During long vacations designated by their school (spring, summer, autumn, and winter breaks), the working hours are limited to up to 8 hours per day.
However, exceeding the stipulated working hours or engaging in part-time work without permission is punishable under the Immigration Control and Refugee Recognition Act.
- ⑤Please submit all reports requested by the school within the specified deadlines.

6、 Application and entrance fees

Entrance examination fee : **33,000** yen (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.

Total cost for each course (tax included):

Total Costs (Tax in)		2year Course	1year 9months Course	1year 6months Course	1year 3months Course
		(April admission)	(July admission)	(October admission)	(January admission)
1st year	Admission Fee	66,000Yen	66,000Yen	66,000Yen	66,000Yen
	Tuition Fee (1year)	686,400Yen	686,400Yen	686,400Yen	686,400Yen
	Facilities and Activities Fee	44,000Yen	44,000Yen	44,000Yen	44,000Yen
	Teaching Materials	33,000Yen	33,000Yen	33,000Yen	33,000Yen
	Sub Total	829,400Yen	829,400Yen	829,400Yen	829,400Yen
2nd year	Tuition Fee (1year)	686,400Yen	514,800Yen	343,200Yen	171,600Yen
	Facilities and Activities Fee	44,000Yen	33,000Yen	22,000Yen	11,000Yen
	Teaching Materials	33,000Yen	24,750Yen	16,500Yen	8,250Yen
	Sub Total	763,400Yen	572,550Yen	381,700Yen	190,850Yen
Total		1,592,800Yen	1,401,950Yen	1,211,100Yen	1,020,250Yen

※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 equipment fee, and teaching materials fee except for the entrance examination fee and admission fee. In that case, please pay the remittance fee by yourself.

※Regarding the payment of tuition fees after the class starts

Please pay the tuition fee for each two semesters (subtotal 381,700 yen) by the date specified by our school. About the 1year 9months and the 1year 3months course for advancement for higher education, if the remaining payment period is 3 months, you will be required to pay the tuition fee for one semester (subtotal 190,850 yen).

※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. If you have been enrolled for more than 6 months and withdraw due to reasons such as going to higher education or getting a job, we will refund the tuition fees you have already paid for the semesters that have not yet started.

7、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
- Please make a payment for the tuition fee with manwa-education.flywire.com.

You can access the site by scanning the QR code below.



[Payment Method 2: Transfer from domestic or overseas financial institutions]

Please transfer the amount to the bank account specified by our school, which is listed on the invoice, so that the amount arrives in the account by the due date. Please note that the transfer fee will be borne by the payer.

●designated payment account

銀行名 (Beneficiary Bank)	りそな銀行 北浜支店 Resona Bank,Ltd. KITAHAMA BRANCH
SWIFT code	DIWAJPJT
国名 (Country)	JAPAN
銀行住所 (Bank Address)	4-1-2 Hiranomachi Chuo Ward, Osaka, 541-0046
口座番号 Account No	0244188
口座名義 Account name	株式会社万和教育グループ MANWA EDUCATION GROUP,INC.
受取人住所 Beneficiary Address	1-5-17, Nishihonmachi, Nishi Ward, Osaka, Japan

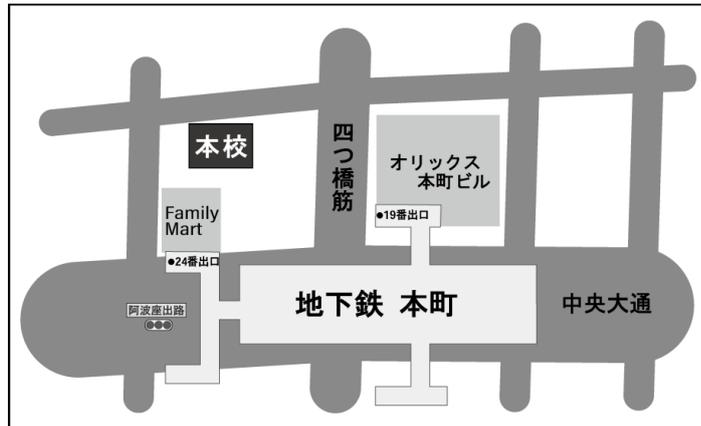
8、Adress

〒550-0005

大阪府大阪市西区西本町 1-5-17 1-5-17, Nishihonmachi, Nishi-ku, Osaka-shi, Osaka, Japan

TEL : +81 (0) 6-6616-9086

E-mail : info@manwa-education.com



9、School overview

School Name	万和国际教育学院
(English name)	MANWA INTERNATIONAL EDUCATION INSTITUTE
Corporate name	株式会社万和教育グループ / Manwa Education Group, Inc.
Founded	July 2018
Opening	April 2020
Capacity	200 People
Location	〒550-0005 1-5-17, Nishihonmachi, Nishi-ku, Osaka-shi, Osaka, Japan