

APPLY VISA WITH CERTIFICATE OF ELIGIBILITY

【Definition】 A foreign citizen traveling to Japan for work, study as student or to live.

【Term of Stay】 Up to 5 years.

【Validity of Visa】 In general, a visa is only valid for one entry. A visa is valid for 3 months from the day of issuance. Therefore, entry into Japan should occur within this time frame. A Multiple entry visa is valid for 1 to 5 years. Multiple entry visas can be issued to citizens of countries that Japan has bilateral agreements.

REQUIREMENTS

- VALID PASSPORT:** Properly signed by bearer, must have at least two un-used blank visa pages.
 - COMPLETED VISA APPLICATION FORM:** The applicant must complete the visa application form. You can fill out the form by wet ink pen or typing. Do not use pencil. Signature must be written by hand (no e-signature). On the application form, if there is a field not applicable, please write "N/A" or "None".
 - ONE PASSPORT SIZE PHOTOGRAPH:** Please write your name on the backside of the photograph in print. Submit 2X2 inches or 2x1.4inches, color photo, taken in last 6 months. Use a clear image of your face. Do not use filters commonly used on social media. Have someone else take your photo. No selfies. Take off your eyeglasses for your photo. Use a white or off-white background without shadows, texture, or lines. Most of selfie and self-printed photos are rejected due to lack of quality.
 - CERTIFICATE OF ELIGIBILITY (Issued by Immigration Bureau in Japan):**
 - In person application (Paper-based COE) →Submit original or copy of the Certificate of eligibility both front and back side.
 - In person application (Email-based COE) →Show us the email or bring printed email at the time of application.
 - Mail application (Paper-based COE) →Submit original or copy of the Certificate of eligibility both front and back side.
 - Mail application (Email-based COE) →Submit printed email of the Certificate of eligibility
- Validity of the Certificate of Eligibility is 3 months from date of issue. Therefore, please beware that you must obtain the Japan visa and enter Japan within 3 months from the date of issue of the Certificate of Eligibility. If you have any question about requirements, processing time, etc of the Certificate of Eligibility, please inquire to your proxy or Immigration bureau in Japan.
- Copy of primary's Passport, Japan visa, landing permission and Residence card:** Only for Dependent visa applicant, if primary visa holder is already residing in Japan.
 - AUTHORIZATION FORM:** This is mandatory if someone else apply or/and pickup behalf of you. You don't need submit this form if you are applying by mail or in person.
 - PROOF OF YOUR U.S. IMMIGRATION STATUS:**
 - U.S. Permanent Resident→ Copy of your Valid Permanent Resident card (Green card). Do not submit original card.
 - F Visa holder→ Copy of F visa, I-20 with valid travel endorsement and valid I-94 (Electric version is acceptable). Do not submit original I-20.
 - J Visa holder→ Copy of your J visa, DS-2019 with valid travel endorsement and valid I-94(Electric version is acceptable). Do not submit original DS-2019.
 - Other U.S. visa holder→ Copy of your U.S. Visa and valid I-94 (Electric version is acceptable).
- In order to obtain electric I-94, please see the [U.S. Customs and Border Protection website.](#)
- PROOF OF YOUR CURRENT RESIDENTIAL ADDRESS:** Copy of valid driver's license or copy of valid State ID or copy of your most recent utility bill.
 - VISA FEE: No visa fee for U.S. citizen.** Payment method; we accept only exact amount of CASH (No change). We don't accept any cards, Cashier's check, Certified check, Personal check, Company check and Money order.
 - U.S. POSTAL SERVICE EXPRESS MAIL, PRIORITY MAIL, UPS or FEDEX PRE-PAID SELF-ADDRESSED RETURN ENVELOPE (Size: 12.5X9.5 inch) and COMPLETED RELEASE OF LIABILITY:** This is mandatory for applicants who apply via mail. If you are applying in person and wish to receive your processed passport (Visa) by mail, you must submit a Pre-paid self-addressed return envelope when you are applying the Visa. Pre-paid return envelope recipient's name and address must match the Visa application form applicant's name and residential address.