

Revised Visa Application Procedure

[General information for Border enforcement and quarantine measures to prevent the spread of COVID-19](#)

Who Can Apply for a Visa? (Must qualify under one of the following 7 conditions)

U.S. citizens, or Non-U.S. citizens who are staying in the US with a green card and any visa except B1/B2 visas, who reside within our jurisdiction (Illinois, Indiana, Wisconsin, Missouri, Kansas, Minnesota, Nebraska, North Dakota, South Dakota or Iowa), and fall into one of the following six categories:

- (1) Foreign nationals who departed from Japan with a re-entry permit before August 31, 2020 and who were not permitted to re-enter Japan because the validity period of the re-entry permission expired after the country/region of stay was designated an area subject to denial of landing: Please obtain a new Certificate of Eligibility at the regional immigration bureau of Japan and contact us.
- (2) Spouse or child of a Japanese national/permanent resident
[Stay of less than 90 days as Temporary visitor]: See Annex 1 for Visa required documents.
[Stay of more than 91 days]: Please obtain a Certificate of Eligibility. See Annex 2 for Visa required documents.
- (3) Spouse or child of a foreign national who has the Status of Residence of "Long-Term Resident" whose family is staying in Japan and who has been separated from the family: Please check your Status as Long-Term Resident on your Residence card and contact us.
- (4) A foreign national (and their dependents, if applicable) who has or is going to acquire the status of "Instructor" or "Professor" and who needs to enter Japan to fill a vacancy at the educational institution she/he belongs to or will belong to, of which vacancy results in the suspension of the educational activities at the above-mentioned educational institution. See Annex 3 for required documents.
- (5) A foreign national who is about to acquire the Status of "Medical Services", and who contributes to the strengthening Japanese medical systems: Please obtain a Certificate of Eligibility and contact us.
- (6) A foreign national who has a Certificate of Eligibility other than those mentioned above (2)~(5): See Annex 4
- (7) Business purposes (stay of less than 90 days): See Annex 5

How to Apply

In person: No appointment needed. You can apply in person any time during Visa section hours (Mon-Fri, 10:00-12:15 and 13:15-15:00).

By mail: Applicants who reside outside of Cook County, Lake County, McHenry County, Kane County, Du Page County, Will County, Kendall County in Illinois and Lake County in Indiana are eligible to apply by mail. You can choose any mail carrier to send your application.

Proxy: If you ask someone to apply for your visa on your behalf, you must submit a completed Authorization form. Additionally, the authorized person must bring their identification (Passport, Driver's license, State ID card).

Visa Fee and Visa Fee Exemption: No fee for US citizens. For all other nationalities, please check [here](#) (Refer to #11 and #12).

Please note that The Consulate-General of Japan in Chicago is not liable for any mailing incidents such as loss, damage, delay, etc. If you would like to avoid any mailing incidents, you must apply and pick up in person. However, if you choose to use mail, we encourage you to keep relevant tracking numbers. Do not contact us to check mailing status.

[Current Quarantine Measurements information](#) by Ministry of health, labor and welfare

Please contact the Ministry of health labor and welfare (Tel # +81-3-3595-2176) or your [port of entry Quarantine station](#) for current quarantine information, including: Proof of negative COVID-19 test within 72 hours prior to departure, written pledge, smart phone apps, health questionnaire, transportation restriction, self-quarantine, etc.

Annex 1

Required Visa Documents for the Spouse or child of a Japanese national/permanent resident

For a stay of less than 90 days (as a Temporary visitor)

- Valid Passport: Properly signed by bearer, must have at least two unused blank visa pages.
- Completed Visa Application Form [[For Typing](#)] [[For Handwriting](#)]: The applicant must complete the visa application form. You can fill out the form with a ball-point pen or by typing. Do not use pencil. Signature must be original. On the application form, if there is a field that is not applicable, please write "N/A" or "None".
- One Passport Size Photograph: 2X2 inches, color. Photograph must be taken within the last six months. Please write your name on the backside of the photograph in print and attach it to the visa application form. Do not use staples.
- FLIGHT Itinerary / Reservation: Please submit if you already possess flight tickets to Japan. You can apply for a visa without this if necessary.
- Schedule of Stay [[English](#)] [[日本語](#)]: Describe day by day (from the arrival date to the departure date) your detailed activity plan in Japan, especially the first 14 days such as transportation method from the airport to your self-quarantine place and the address of your self-quarantine place. Use multiple forms if you can't fit your schedule on one page.
- Your Most Recent Monthly Bank Statement: Bank statement must be issued by a bank in the U.S. under your name and current address.
- Reason for Invitation Form [[English](#)] [[日本語](#)]: The form must be completed by someone who currently resides in Japan, addressed to the Consul-General of Japan in Chicago. State the purposes of entry in detail to explain activities planned in Japan. (Describe specific activities, instead of vague references such as "visiting" or "meeting"). In the column for an inviting person, be sure to specify the address, his/her full name and the phone number.
- Proof of Relationship between Visa Applicant and Spouse or child of Japanese, or Spouse or child of a permanent resident status holder:
 - [For spouse of Japanese] :Your Japanese spouse's Family Register (called KO-SE-KI 戸籍謄本) issued within the last 3 months.
 - [For child of Japanese] : Your Japanese parent's Family Register (called KO-SE-KI 戸籍謄本) and your original or certified birth certificate issued by the birth country's authority.
 - [Former Japanese national as child of Japanese national] : Your Family Register (called KO-SE-KI 戸籍謄本). Make sure that your naturalization information is indicated on your Family Register. If you haven't reported about your naturalization, please submit KOKUSEKI-SOSHITU-TODOKE (国籍喪失届) before applying for a visa.
 - [For spouse of a permanent resident status holder] : Original or certified Marriage certificate, your spouse's Certificate of residency (JYU-MIN-HYO 住民票) issued within the last 3 months by their city hall in Japan, and a copy of their Residence card.
 - [For child of a permanent resident status holder] :Original or certified Birth certificate and your parent's Certificate of residency (JYU-MIN-HYO 住民票) issued within the last 3 months by their city hall in Japan, and a copy of their Residence card.
- Proof of emergency: If you have humanitarian emergency reasons, please submit a personal statement and proof of the humanitarian emergency reasons (example; a letter from medical doctor etc.). You don't need this item if you don't have a humanitarian emergency.
- [Authorization Form](#): This is mandatory if someone else is applying or/and picking up on your behalf.
- Proof of Your U.S. Immigration Status: (this item is not needed for U.S. citizens)
 - [U.S. Permanent Resident] : Copy of your Valid Permanent Resident card (Green card). Do not submit the original card.
 - [Visa holder] : Copy of your visa and I-94. In addition, F visa holders must submit a copy of their I-20, J visa holders must submit a copy of their DS-2019

In order to obtain an electric I-94, please see the [U.S. Customs and Border Protection website](#).
- VISA FEE: No visa fee for U.S. citizens. Other nationalities, please check [here](#). (Column #11)
- FedEx or UPS [pre-paid](#) self-addressed return shipping label and envelope (Minimum size: 12.5X9.5 inch) or U.S. Postal Service Express or Priority Mail pre-paid self-addressed return shipping label/stamps and envelope (Minimum size: 12.5X9.5 inch) and completed [Release of Liability form](#).

Annex 2

**Required Visa Documents for the Spouse or child of a Japanese national/permanent resident
for a stay of more than 91 days**

- Valid Passport: Properly signed by bearer, must have at least two unused blank visa pages.
- Completed Visa Application Form [[For Typing](#)] [[For Handwriting](#)]: The applicant must complete the visa application form. You can fill out the form with a ball-point pen or by typing. Do not use pencil. Signature must be original. On the application form, if there is a field that is not applicable, please write "N/A" or "None".
- One Passport Size Photograph: 2X2 inches, color. Photograph must be taken within the last six months. Please write your name on the backside of the photograph in print and attach it to the visa application form. Do not use staples.
- FLIGHT Itinerary / Reservation: Please submit if you already possess flight tickets to Japan. You can apply for a visa without this if necessary.
- [Certificate of Eligibility](#): Please submit your original Certificate of Eligibility. If you are unable to receive your original Certificate of eligibility due to mail delay, please submit a clear scanned copy, both front and backside. You must return your original Certificate of eligibility to the immigration bureau after you are admitted to Japan. If your Certificate of eligibility was issued more than 3 months ago, you must complete and submit [this form](#) for a visa as the Spouse/child of a Japanese national or permanent resident, or [this form](#) for other visas other than as the Spouse/child of a Japanese national or permanent resident.
- Proof of Relationship between Visa Applicant and Spouse or child of Japanese, or Spouse or child of a permanent resident status holder:
 - [For spouse of Japanese] :Your Japanese spouse's Family Register (called KO-SE-KI 戸籍謄本) issued within the last 3 months.
 - [For child of Japanese] : Your Japanese parent's Family Register (called KO-SE-KI 戸籍謄本) and your original or certified birth certificate issued by the birth country's authority.
 - [Former Japanese national applying as the child of a Japanese national] : Your Family Register (called KO-SE-KI 戸籍謄本). Make sure that your naturalization information is indicated on your Family Register. If you haven't reported about your naturalization, please submit KOKUSEKI-SOSHITU-TODOKE (国籍喪失届) before applying for a visa.
 - [For spouse of a permanent resident status holder] : Original or certified Marriage certificate, your spouse's Certificate of residency (JYU-MIN-HYO 住民票) issued within the last 3 months by their city hall in Japan, and a copy of their Residence card.
 - [For child of a permanent resident status holder] :Original or certified Birth certificate and your parent's Certificate of residency (JYU-MIN-HYO 住民票) issued within the last 3 months by their city hall in Japan, and a copy of their Residence card.
- Proof of emergency: If you have humanitarian emergency reasons, please submit a personal statement and proof of the humanitarian emergency reasons (example; a letter from medical doctor etc.). You don't need this item if you don't have a humanitarian emergency.
- [Authorization Form](#): This is mandatory if someone else is applying or/and picking up on your behalf.
- Proof of Your U.S. Immigration Status: (this item is not needed for U.S. citizens)
 - [U.S. Permanent Resident] : Copy of your Valid Permanent Resident card (Green card). Do not submit the original card.
 - [Visa holder] : Copy of your visa and I-94. In addition, F visa holders must submit a copy of their I-20, J visa holders must submit a copy of their DS-2019

In order to obtain an electric I-94, please see the [U.S. Customs and Border Protection website](#).
- VISA FEE: No visa fee for U.S. citizens. Other nationalities, please check [here](#). (Column #11)
- FedEx or UPS pre-paid self-addressed return shipping label and envelope (Minimum size: 12.5X9.5 inch) or U.S. Postal Service Express or Priority Mail pre-paid self-addressed return shipping label/stamps and envelope (Minimum size: 12.5X9.5 inch) and completed [Release of Liability form](#).

Annex 3

Required documents for "Instructor" or "Professor" visas

- Valid Passport: Properly signed by bearer, must have at least two unused blank visa pages.
- Completed Visa Application Form [[For Typing](#)] [[For Handwriting](#)]: The applicant must complete the visa application form. You can fill out the form with a ball-point pen or by typing. Do not use pencil. Signature must be original. On the application form, if there is a field that is not applicable, please write "N/A" or "None".
- One Passport Size Photograph: 2X2 inches, color. Photograph must be taken within the last six months. Please write your name on the backside of the photograph in print and attach it to the visa application form. Do not use staples.
- FLIGHT Itinerary / Reservation: Please submit if you already possess flight tickets to Japan. You can apply for a visa without this if necessary.
- [Certificate of Eligibility](#): Please submit your original Certificate of Eligibility. If you are unable to receive your original Certificate of eligibility due to mail delay, please submit a clear scanned copy, both front and backside. You must return your original Certificate of eligibility to the immigration bureau after you are admitted to Japan. If your Certificate of eligibility was issued more than 3 months ago, you must complete and submit [this form](#) for a visa as the Spouse/child of a Japanese national or permanent resident, or [this form](#) for other visas other than as the Spouse/child of a Japanese national or permanent resident.
- A letter from your employer (educational institution) stating that they need you to enter Japan in order to fill a vacancy at the educational institution you belong to or will belong to, wherein the continued vacancy will result in the suspension of educational activities. (This letter is not needed for dependents)
- [Authorization Form](#): This is mandatory if someone else is applying or/and picking up on your behalf.
- Proof of Your U.S. Immigration Status: (this item is not needed for U.S. citizens)
 - [U.S. Permanent Resident] : Copy of your Valid Permanent Resident card (Green card). Do not submit the original card.
 - [Visa holder] : Copy of your visa and I-94. In addition, F visa holders must submit a copy of their I-20, J visa holders must submit a copy of their DS-2019

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Annex 4

Required documents for visa other than (2)~(5)

- Valid Passport: Properly signed by bearer, must have at least two unused blank visa pages.
- Completed Visa Application Form [[For Typing](#)] [[For Handwriting](#)]: The applicant must complete the visa application form. You can fill out the form with a ball-point pen or by typing. Do not use pencil. Signature must be original. On the application form, if there is a field that is not applicable, please write "N/A" or "None".
- One Passport Size Photograph: 2X2 inches, color. Photograph must be taken within the last six months. Please write your name on the backside of the photograph in print and attach it to the visa application form. Do not use staples.
- FLIGHT Itinerary / Reservation: Please submit if you already possess flight tickets to Japan. You can apply for a visa without this if necessary.
- [Certificate of Eligibility](#): Please submit the original Certificate of Eligibility. If you are unable to receive the original Certificate of eligibility due to mail delay, please submit a clear scanned copy, both front and backside. You must return the original Certificate of eligibility to the immigration bureau after you are admitted to Japan. If your Certificate of eligibility was issued more than 3 months ago, you must submit [this form](#), completed by the primary visa applicant.
- For Dependent visa applicants only: Copies of the primary visa holder's passport, visa, stay permit, and residence card.
- A copy of the screening certificate from the appropriate ministry/agency
The inviting organization in Japan (school, business, religious organization, etc.) must contact the appropriate ministry/agency in the Japanese government (MOFA, MEXT, MHLW, etc.) to request an initial screening of the applicant. The appropriate ministry/agency will vary depending on the purpose of visit. They will issue a screening certificate, which must be included in the visa application. (Detail about this, please inquire to Ministry of Health, Labour and Welfare (Phone number 81-3-3595-2176)).
- [Authorization Form](#): This is mandatory if someone else is applying or/and picking up on your behalf.
- Proof of Your U.S. Immigration Status: (this item is not needed for U.S. citizens)
[U.S. Permanent Resident] : Copy of your Valid Permanent Resident card (Green card). Do not submit the original card.
[Visa holder] : Copy of your visa and I-94. In addition, F visa holders must submit a copy of their I-20, J visa holders must submit a copy of their DS-2019
In order to obtain an electric I-94, please see the [U.S. Customs and Border Protection website](#).
- VISA FEE: No visa fee for U.S. citizens. Other nationalities, please check [here](#). (Column #11)
- FedEx or UPS pre-paid self-addressed return shipping label and envelope (Minimum size: 12.5X9.5 inch) or U.S. Postal Service Express or Priority Mail pre-paid self-addressed return shipping label/stamps and envelope (Minimum size: 12.5X9.5 inch) and completed [Release of Liability form](#).

Annex 5

Required documents for Business (Temporary visitor visa for less than 90 days)

- Valid Passport: Properly signed by bearer, must have at least two unused blank visa pages.
- Completed Visa Application Form [[For Typing](#)] [[For Handwriting](#)]: The applicant must complete the visa application form. You can fill out the form with a ball-point pen or by typing. Do not use pencil. Signature must be original. On the application form, if there is a field that is not applicable, please write "N/A" or "None".
- One Passport Size Photograph: 2X2 inches, color. Photograph must be taken within the last six months. Please write your name on the backside of the photograph in print and attach it to the visa application form. Do not use staples.
- FLIGHT Itinerary / Reservation: Please submit if you already possess flight tickets to Japan. You can apply visa without this requirements.
- HOTEL RESERVATION: Hotel reservation must be issued by a Hotel or a travel agency under your name. Hotel reservation must cover your entire stay in Japan.
- SCHEDULE OF STAY [[English](#)] [[日本語](#)]: Describe a day by day detailed activity plan of your time in Japan. If you are traveling with someone, please list all travelers' names on the form.
- REASON FOR INVITATION FORM [[English](#)] [[日本語](#)]: Completed by the inviting party IN JAPAN. The form must be addressed to the Consulate-General of Japan in Chicago. State the purposes of the trip in detail and explain activities planned in Japan. (Describe specific activities, instead of vague references such as "visiting company" or "meeting.") The inviting person must specify their address, his/her full name and the phone number. Write the full name of an applicant in English rather than in Japanese.
- A BUSINESS LETTER FROM THE APPLICANT'S COMPANY IN THE U.S.
Use company letter head with an appropriate signature by a manager or higher. The letter must describe the following in Japanese or English: (1) Company name, (2) Company address and phone number, (3) Applicant's name, title and position, (4) Length of employment, (5) Detailed Purpose of visit, (6) Length of stay in Japan, (7) Guarantee of financial responsibility for the applicant (if applicable). Photocopies are not acceptable.
- A copy of the screening certificate from the appropriate ministry/agency
The inviting organization in Japan (school, business, religious organization, etc.) must contact the appropriate ministry/agency in the Japanese government (MOFA, MEXT, MHLW, etc.) to request an initial screening of the applicant. The appropriate ministry/agency will vary depending on the purpose of visit. They will issue a screening certificate, which must be included in the visa application. (Detail about this, please inquire to Ministry of Health, Labour and Welfare (Phone number +81-3-3595-2176)).
- Proof of Your U.S. Immigration Status: (this item is not needed for U.S. citizens)
[U.S. Permanent Resident] : Copy of your Valid Permanent Resident card (Green card). Do not submit the original card.
[Visa holder] : Copy of your visa and I-94. In addition, F visa holders must submit a copy of their I-20, J visa holders must submit a copy of their DS-2019
In order to obtain an electric I-94, please see the [U.S. Customs and Border Protection website](#).
- PASSPORT OR VISA OR CLEARANCE FROM COUNTRY THAT YOU INTEND TO ENTER AFTER JAPAN:
 - ▶ If you intend to enter your own country after Japan→ Your valid passport
 - ▶ If you are intend to enter third country after Japan (If visa necessary) → Valid visa or Clearance
 - ▶ If you intend to enter a third country after Japan (If visa is not necessary)→ Proof that you are visa exempt to enter that country. (Example; Print out Embassy or Consulate or Immigration website that shows your nationals are visa exempt)
- VISA FEE: No visa fee for U.S. citizens. Other nationalities, please check [here](#). (Column #11)
- AUTHORIZATION FORM**: This is mandatory if someone else applies or/and picks up on your behalf. You don't need to submit this form if you are applying by mail or in person.
- FedEx or UPS pre-paid self-addressed return shipping label and envelope (Minimum size: 12.5X9.5 inch) or U.S. Postal Service Express or Priority Mail pre-paid self-addressed return shipping label/stamps and envelope (Minimum size: 12.5X9.5 inch) and completed [Release of Liability form](#).