

OSAKA FOREIGN LANGUAGE SCHOOL

STUDENT APPLICATION GUIDELINES

(Enrolling Month: April, July, October, January)

OSAKA FOREIGN LANGUAGE SCHOOL RECRUITING OFFICE

KOKUSAI KORYU CENTER BLD., 2-6-14 KITAKYUHOJI-MACHI
CHUO-KU, OSAKA CITY, OSAKA 541-0057, JAPAN

TEL: 06-6241-6677

FAX: 06-6258-1010

URL: <http://osaka-gaigo.jp>

E-MAIL: info@osaka-gaigo.jp

1. APPLICATIONS FOR ADMISSION

	Course	Term	The submission Period
GENERAL	April(spring)	2 years	May. 15 to Oct. 30
GENERAL	July(summer)	1 year & 9 months	Dec. 15 to Feb. 20
GENERAL	October (fall)	1 year	Jan. 1 to April 30
GENERAL	January(winter)	1 year & 3 months	March 15 to Aug. 30

2. ELIGIBILITIES FOR ADMISSION

- A. Student must be 18 years old or older, must have completed school at least 12 years or more of school.
- B. Applicant must be honest, diligent and have strong desire to study.

3. NECESSARY DOCUMENTS FOR ADMISSION

[NOTICE]

- A. Student or his/her sponsor must write documents by him/herself
- B. Student must write a new form once more if he/she makes mistakes in writing. Don't use a correction pen or so on.
- C. Student must hand in all documents made in his/her language and translated into Japanese.

[NECESSARY DOCUMENTS]

- A. Application for admission, prepared by our school. (A student must write by him/herself.)
- B. Career sheet, prepared by our school. (A student must write by him/herself.)
- C. Sheet about the reason why the student wants to study Japanese. (Self-introduction, reason for studying Japanese, any specific plan after graduating school and abilities for aiding of his/her sponsor.)
- D. Student's photo. (4cm ×3cm The photo should be taken within the last three months. Write his/her name on the back.) 8 photos please.
- E. Copy of his/her passport.
*In case the student has been to Japan before, the student must hand in a copy of the page in his/her passport. Photo and page of record of entry to and exit from Japan.
- F. Certificate of graduation of last school.
*Student who graduated from high school or university : Certificate of graduation
- G. Statement of financial commitment.
*You have to pay 30,000 yen when you apply for the admission.
- H. Certificate of his/her guarantor's bank balance. (It needs to be more than ¥3,000,000 in Japanese yen.
*Depending on his/her nationality, we may ask additional documents about his/her sponsor.

4. FEE FOR LONG STAYING STUDENTS

Tuition

Application fee	¥ 30000
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	First 6 Month (Fee for 6 months)	Second 6 Month (Fee for 6 months)
Entrance fee	¥50,000	0
Tuition	¥290,000	¥290,000
Fee for facility	¥ 30,000	¥ 30,000
Fee for materials	Actual expenses	Actual expenses
Subtotal	¥370,000	¥320,000
Total Amount of one year	¥720000	

Room and board fee per month

	Entrance fee	Cleaning fee	Monthly rate	Key
Single	40000	19500	46300	10000
Two for one	40000	19500	28300	10000
Three for one	40000	19500	21300	10000
*Entrance fee, cleaning fee, key pay only one time. (no refundable) *utility/gas rate is actual expenses. *Additional Fee: Water 1500/mon, Wi-Fi 700/mon, Maintenance Fee 2200/mon.				

- *Refrigerator, TV, washing machine and so on are already installed.
- * School expenses must be paid in advance one year as a rule. (It can be paid on installment plan.)
- *New student must move into our dormitory for the first 6 months as a rule, and the fee must be paid at the same time of school expenses.

5. BANK ACCOUNT

BANK	THE SHOKO CHUKIN BANK, LTD. International Division
MAILING ADDRESS	1-7-13 Awaza, nishi-ku, Osaka JAPAN
BANK ACCOUNT NUMBER	1081268 An ordinary account
SWIFT Code	SKCKJPJT
NAME	OSAKA FOREIGN LANGUAGE SCHOOL

6. WITHDRAWAL FROM ADMISSION

When you can't enter to Japan or cancel the admission on your own reason, you need to submit the statement of withdrawal from Admission as soon as possible. Only on this occasion, we will refund the application fee and administration fee (20 % of the total amount) you 've paid within 50 days.