VISA SUPPORT REQUEST FORM

for Applicants OF TMU SUMMER/Winter Programs

If you need to obtain a “short-stay visa” to participate in the TMU Summer/Winter Programs, please submit this request form along with the other application documents.

***Step1:*** *Check out if you need to obtain visas.*

Nationals and citizens of countries and regions listed on the link are not required to obtain visas to enter Japan when their visits are tourism, commerce, conference and visiting relatives / acquaintances. If your nationality is not on the list, you need to apply for a short-stay visa to participate in our program. Even though your nationality is on the list, students from Brunei, Indonesia, and Thailand need to obtain visas because the period of stay granted at the time of the landing permission will be "15 days" that is shorter than the duration of TMU Summer/Winter programs.

<http://www.mofa.go.jp/j_info/visit/visa/short/novisa.html>

⇒If you don’t need a visa, you don’t have to submit this visa request form. If you need a visa, go on to ***Step2****.*

***Step2:*** *Submit this request form.*

※You can find the Japanese Embassy or Consulates-General that covers the area of your residence from the link below.

<http://www.mofa.go.jp/about/emb_cons/mofaserv.html>

Also, please visit the URLs below according to your nationality.

1. Nationals of China <https://www.mofa.go.jp/ca/fna/page23e_000539.html>
2. Nationals of Russian <https://www.mofa.go.jp/j_info/visit/visa/short/russia.html>
3. Nationals of CIS countries, Ukraine and Georgia <https://www.mofa.go.jp/ca/fna/page25e_000136.html>
4. Nationals of Philippines <http://www.mofa.go.jp/j_info/visit/visa/short/philippine.html>
5. Nationals of Viet Nam <https://www.mofa.go.jp/ca/fna/page23e_000538.html>
6. Other Nationals than a)b)c)d) <http://www.mofa.go.jp/j_info/visit/visa/short/other_visa.html>

***Step3:*** *Contact the Japanese Embassy or Consulates-General*

You should know what kind of documents to be submitted at the time of application for a short-stay visa into Japan *well in advance.* TMU issues a letter of guarantee, a letter of reason for invitation, a schedule of the stay and English brochure instead of an overview of the company. **Documents other than the above 4 must be prepared on your side.**

***Step4:*** *Receive visa related documents from TMU and Apply for a short-stay visa into Japan*

TMU will send visa-related documents by email to you and your university as soon as your payment of the program fee has been confirmed. Once the documents arrive, **please apply for a visa by yourself or via visa company** immediately.

|  |  |
| --- | --- |
| VISA SUPPORT REQUEST FORM | |
| Name (in English alphabets) |  |
| Name (in *Kanji* if any) |  |
| Date of Birth | (Year)/ (Month)/ (Day) |
| Nationality |  |
| Name of Home University |  |
| Name of Japanese Embassy or Consulates-General where you will apply for a visa |  |

International Center/International Affairs Office of TMU