

VISA APPLICATION FORM TO ENTER JAPAN

Directions:

*If highlighted in yellow (#1 and #7), please leave blank.
For more tips, please view this [sample form](#) by the Japanese Embassy in DC.

Official use only

(Paste photo here)
45mm x 35mm
or 2in x 1.4in

1

2 Surname (as shown in passport)
Given and middle names (as shown in passport)
Other names (including any other names you are or have been known by)

3 Date of birth (Day/Month/Year) Place of birth (City) (State or Province) (Country)
Sex: Male Female Marital status: Single Married Widowed Divorced
Nationality or citizenship
Former and/or other nationalities or citizenships

4 ID No. issued to you by your government

5 Passport type: Diplomatic Official Ordinary Other Passport No. _____
Place of issue _____ Date of issue (Day/Month/Year) _____
Issuing authority _____ Date of expiry (Day/Month/Year) _____

6

7 Certificate of Eligibility No. _____
Purpose of visit to Japan/Status of residence Studying at the Japan Center for Michigan Universities

8 Intended length of stay in Japan _____ Date of arrival in Japan _____
Port of entry into Japan _____ Name of ship or airline _____
Names and addresses of hotels or persons with whom applicant intends to stay
Name Japan Center for Michigan Universities (JCMU) Tel. 0749-26-3400
Address 1435-86 Matsubara-cho, Hikone City, Shiga Prefecture, JAPAN 522-0002

9 Dates and duration of previous stays in Japan
Your current residential address (if you have more than one address, please list them all)
Address _____
Tel. _____ Mobile No. _____
E-Mail _____
Current profession or occupation and position University Student

10 Name and address of employer
Name _____ Tel. _____
Address _____

11 (Note) Partner's profession/occupation (or that of parents, if applicant is a minor):
Name _____ Tel. _____
Address _____

12 Guarantor or reference in Japan (Please provide details of the guarantor or the person to be visited in Japan)
Name Mr. Benjamin McCracken Tel. 0749-26-3400
Address 1435-86 Matsubara-cho, Hikone City, Shiga Prefecture, JAPAN 522-0002
Date of birth 27 / 09 / 1977 Sex: Male Female
Relationship to applicant Resident Director
Profession or occupation and position JCMU Employee, Resident Director
Nationality and immigration status USA
Inviter in Japan (Please write "same as above" if the inviting person and the guarantor are the same)
Name Same as above Tel. Same as above
Address Same as above
Date of birth Same as above Sex: Male Female
Relationship to applicant Same as above
Profession or occupation and position Same as above
Nationality and immigration status Same as above

(Note) Remarks/Special circumstances, if any N/A

13 Have you ever:
● been convicted of a crime or offence in any country? Yes No
● been sentenced to imprisonment for 1 year or more in any country? (Note 2) Yes No
● been deported or removed from Japan or any country for overstaying your visa or violating any law or regulation? Yes No
● been convicted and sentenced for a drug offence in any country in violation of law concerning narcotics, marijuana, opium, stimulants or psychotropic substances? (Note 2) Yes No
● engaged in prostitution, or in the intermediation or solicitation of a prostitute for other persons, or in the provision of a place for prostitution, or any other activity directly connected to prostitution? Yes No
● committed trafficking in persons or incited or aided another to commit such an offence? (Note 2) Please tick "Yes" if you have received any sentence, even if the sentence was suspended. Yes No
If you answered "Yes" to any of the above questions, please provide relevant details.

"I hereby declare that the statement given above is true and correct. I understand that immigration status and period of stay to be granted are decided by the Japanese immigration authorities upon my arrival. I understand that possession of a visa does not entitle the bearer to enter Japan upon arrival at port of entry if he or she is found inadmissible."
"I hereby consent to the provision of my personal information (by an accredited travel agent, within its capacity of representing my visa application) to the Japanese embassy/consulate-general and (entrust the agent with) the payment of my visa fee to the Japanese embassy/consulate-general, when such payment is necessary."

14 Date of application (Day/Month/Year) _____ Signature of applicant _____
(Note) It is not mandatory to complete these items.

- Photo:** You do NOT need to attach a photo. The East Lansing office will attach the printed photo you already sent us.
- Name:** Please write your surname (last name), given (first name) and middle name(s) exactly as written in your passport. Write N/A if you have not been known by other names (i.e. have never officially changed your name, etc.).
- Other Personal Info:** Again, this information should match what is written in your passport. Please write N/A if you do not hold any other nationalities or citizenships.
- ID No. issued by government:** Some countries, such as China, issue an ID Number. This does NOT apply for US passport holders, so please put N/A.
- Passport type:** Most of you will have an "ordinary" passport.
- Passport Info:** Please write exactly as shown in your passport. For US passports, it does not list a "place of issue" anymore. If you applied for your passport in the US, the place of issue is US or USA (this applies to most students). If you applied for your US passport while in another country, the place of issue is the US Consulate or Embassy you applied at. The issuing authority is as stated in your passport, United States Department of State (either located to the right of date of issue, or for newer passports it is now listed on the last line under date of expiration). If your passport says something different, always write what is in your passport! Passports from other countries, please state what is written in your passport.
- Certificate of Eligibility No:** Please leave blank. The East Lansing office will fill this in when we receive your CoEs.
- Flight Info:** If you have not booked your flight yet, you can give your intended plans. If you already booked your flight, use the details on your ticket to fill in this section. Port of entry is the first airport you land at in Japan. Length of stay should match your program length, which is ~15 weeks for a semester, ~23 weeks for Kalamazoo Internship, and ~33 weeks for the academic year.
- Previous stays in Japan:** If this is your first time traveling to Japan, write N/A. If you have traveled to Japan before write the dates and how long you stayed (check the landing permit stamps in your passport to find the exact dates of previous trips to Japan). If you have been to Japan many times and it doesn't fit, you can attach an additional sheet and write "Please see attached sheet".
- Residential address:** Your address in the US that you currently reside at. This can be your home address/parents' address.
- Name and address of employer:** Fill this section out using your home institution information (generally found at the bottom of your university or college home page website or do a quick google search). Name = university/college name. Tel. = general phone number. Address = university/college general address.
- Partner's profession:** Please write N/A.
- Have you ever:** Please mark Yes or No for each of these questions. If you mark Yes, provide more details in the box. If you mark No for ALL of them, write N/A in the box.
- Sign and Date:** The last step is to sign and date in pen. If you typed in the above information, FIRST print it out, THEN sign and date in black ink pen. The Consulate does NOT accept digital or typed signatures (as stated on their [website under 2.b](#)).

Any personal information filled in this application form as well as additional personal information submitted for the visa application (hereinafter referred to as "Retained Personal Information") will be handled appropriately by the Ministry of Foreign Affairs of Japan (including Japanese overseas establishments) in accordance with the Act on the Protection of Personal Information (Act No. 57 of 2003, hereinafter, "the Act"). Retained Personal Information will only be used to the extent necessary for the purpose of processing the visa application (including providing personal information to the transportation company which you are going to travel with, or the alternative transportation company which you are going to travel with due to unforeseen circumstances), immigration control, international cooperation and for other purposes in compliance with Article 69 of the Act.