

## **Confirmation Note of Application for “Certificate of Eligibility” by proxy**

Ritsumeikan Asia Pacific University (APU) will apply by proxy for the “Certificate of Eligibility for Status of Residence” at the request of accepted students who meet the following conditions and are considered suitable by APU.

Applications who wish to apply for a “College Student Visa” to Japan and have not requested an institution other than APU to act as a proxy for the application of their “Certificate of Eligibility for Status of Residence.”

Applicants who have paid all payments necessary before the designated payment deadline. The fees include the Registration Fee, Tuition A Fee, AP House Fee and Student Comprehensive Renter’s Insurance Fee.

Applicants who have submitted all necessary documents for the application of the “Certificate of Eligibility for Status of Residence” by application deadline.

Applicants who have proved they have sufficient financial support while they are residing in Japan.

### **【NOTES】**

If any fake document or false information is found in the submitted documents, your admission to APU will be revoked, even after enrollment.

The Registration Fee and AP House Moving-in Fee will not be refunded under any circumstances.

APU will apply for the “Certificate of Eligibility for Status of Residence” on behalf of the student at the request of that student. Before applying for the “Certificate of Eligibility for Status of Residence,” APU must confirm payment of AP House and insurance fees as the student’s intention to enroll in APU.

Accepted applicants must carefully plan their finances which should be sufficient during their stay at APU. APU will only apply for the “Certificate of Eligibility for Status of Residence” on behalf of those individuals who have shown sufficient financial support for their period of studies in Japan.

The Japanese Immigration Bureau is the issuing body of the “Certificate of Eligibility for Status of Residence.” Please note that there may be cases that the Immigration Bureau will not issue the certificate to applicants. However, APU will not be responsible for any non-issuance of the certificate.

If the individual currently possess a “Pre-College Student” or “College Student” visa, or currently resides in Japan, he/she must apply to change the current visa to a “College Student” visa or extend the visa. (In these cases, the students have to change/extend the visa themselves.) In addition, if the individual intends to enter Japan on a visa other than a “College Student” visa (e.g. dependent visa, spouse visa, etc.), they must complete all the respective procedures by themselves. (APU will not complete the necessary procedures on behalf of the individual).

**I agree with the above conditions and upon meeting all the requirements, I request Ritsumeikan Asia Pacific University (APU) to apply by proxy for my “Certificate of Eligibility for Status of Residence” at the Japanese Immigration Bureau.**

**Date :** \_\_\_\_\_

**Name :** \_\_\_\_\_ **Signature :** \_\_\_\_\_