

Changing Your Status of Residence

1. Working Visas

International students who intend to work in Japan are required to change their status of residence from an “exchange student visa” to a “working visa.” The process takes time so you must receive your job offer at least 1 month in advance before your student visa expires. Always keep your visa in mind when you are doing job hunting.

For the international students who have received their job offers, you must then go to your local Immigration Bureau to apply to have your status of residence changed. Once again, as the process takes time, apply at least one month in advance before your visa expires. However, for Fall graduates who are starting in April, in order for companies to apply on your behalf, you would need to start preparations much earlier. Refer to p. 72, 73 and 90.

Please check the Career Office website for details on the required documents and processes: “Job Hunting Guide” → “Change of Status of Residence” (<http://www.apu.ac.jp/careers/>).

2. Designated Activities Visa (for continuing job hunting after graduation)

International students who have been job hunting while enrolled at APU and would like to continue after graduation will need to then change their status of residence from “exchange student visa” to “designated activities for the purpose of job hunting” (valid for 6 months). You will need to apply at the Immigration Bureau and require a recommendation letter from APU.

There is an application process in order to receive recommendation letters from APU to apply for the “designated activities” visa. The official period of submitting applications is around 2~3 months prior to graduation (which will be announced on Campus Terminal). No applications are accepted outside of the official application period. The decision on whether or not the recommendation letter will be issued will be made by the Career Office after you have submitted the required documents and undergone an interview. For more details on eligibility, deadlines, etc., please refer to the Career Office website: “Job Hunting Guide” → “Change of Status of Residence” (<http://www.apu.ac.jp/careers/>).

If the Immigration Bureau accepts your application and your status has successfully changed into a “designated activities” visa, then you may then separately apply for permission to undertake up to 28 hours/week of activities not permitted under the original status of residence.

*The application to change status of residence is handled by the Immigration Bureau responsible for the region in which your current registered address lies (the address shown on your resident card).

*You may not continue your job hunting and other activities after graduation under your original status of residence, even if it is still valid.

[NOTE]

- * To change your visa status you must visit the closest Immigration Bureau in person.
- * A guidance on changing the status of residence after graduation will be held every January and June for those who are about to graduate. International students who require visa changes are urged to attend this and understand the process well.

Fukuoka Regional Immigration Bureau Oita Branch Office

Address: 1st floor of the Ministry of Justice Building of Oita 7-5 Niagemachi, Oita City, Oita Prefecture, 870-8521, Japan

Tel: 097-536-5006

Open hours: 9:00 – 12:00, 13:00 – 16:00 (except Sat, Sun and holidays)

URL: <http://www.immi-moj.go.jp/soshiki/index.html>

<http://www.immi-moj.go.jp/english/soshiki/kikou/address/08.html> (English)