

LIST OF REQUIRED DOCUMENTS

Document	Original	Copy
1) Application Form	1	2
2) Self-Report of Medical Conditions	1	2
3) Certified Academic Record/Transcript - Inclusive of all college/university courses. - If a physical copy is not provided by your institution, a printed copy of the digital version must be submitted.	1	2
4) Essay (Statement of Purpose) Typed, single-sided, double-spaced on A4 paper (210mm x 297mm) or letter-sized paper (8.5in x 11in), not exceeding two pages. This page limit must be strictly observed.	1	2
5) Certificate of Graduation - If you have not graduated yet, you must submit a certificate of expected date of graduation. - If a physical copy is not provided by your institution, a printed copy of the digital version must be submitted.	1	2
6) Letters of Reference - References written in either Japanese or English must be submitted. - If you have not graduated yet, one of the referees must be someone related to your university.	2	2 each
7) Teaching or language proficiency qualifications (TEFL/TESL/TESOL/JLPT) (*Only for applicants with these types of qualifications)	0	3
8) Document which shows your nationality (passport, etc.)	0	3
9) Criminal Record (*Only for applicants with a criminal history, or applicants who indicate on their application an interest in an April/Early Arrival) - In the case the applicant is unable to obtain their Criminal Record by the time of application, a document proving you have applied will be accepted. In this instance, the Criminal Record itself must then be submitted by January 9, 2026. - Please see 6. (1) in regard to obtaining a Criminal Record.	1	0
10) Certificate of Health (*Only for applicants who indicate on their application an interest in an April/Early Arrival) Please have a physician fill in the designated form provided in either Japanese or English.	1	0