

Visas for Work, Study & Long Term Stay (COE Holders)

Applicants should submit the following documents. Additional documents may be requested during the course of review.

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| <input type="checkbox"/> 1. An application form . (Sample) - Completed and signed in “wet ink” (no electronic signatures). |
| <input type="checkbox"/> 2. A valid passport (original). - With sufficient space for a visa. - Submit a copy of the identification page as well. |
| <input type="checkbox"/> 3. A passport-sized photograph. - 2 X 1.4 inch. - On glossy photo paper. - Taken within the last 6 months. - With plain background. - Glue to the entered application form (not stapled, not taped). |
| <input type="checkbox"/> 4. A Green Card or valid I-94 and US resident visa to re-enter US (only for non-US citizens). - F or J visa holders must include an I-20 or DS-2019 with the valid signature of an appropriate official in order for re-entry. - Copies are acceptable. - Applications from B-1 and B-2 visa holders are NOT accepted. |
| <input type="checkbox"/> 5. A “Certificate of Eligibility”. - A document issued before a visa application by a regional immigration authority under the jurisdiction of the Ministry of Justice, Japan. Click here for details. They started to issue a COE via email. Click here for details. - A copy is acceptable. |
| <input type="checkbox"/> 6. Proof of address (a copy of driver license, state ID, utility bill or lease agreement). - Only applications from residents of our jurisdiction* are accepted. Applicants need to show that they reside in our jurisdiction. <i>*New York State, Delaware, New Jersey, Pennsylvania, Puerto Rico, the U.S. Virgin Islands, West Virginia and Connecticut (Fairfield County only)</i> |
| <input type="checkbox"/> 7. A parental consent form (only for applications by applicants under the age of 18 who are not accompanied by a parent or guardian). |
| <input type="checkbox"/> 8. A letter of authorization (only for applications by proxies). |