

# LIC International College Tokyo Bayside Japanese School Admission Brochure

## ■COURSE

Course	2 years course	1 year and 9 months course	1 year and 6 months course	1 year and 3 months course
Starting Time	April	July	October	January

## ■Application Requirements

- ◎ Those who graduated from high school or completed the course equivalent to that, or expected graduation.
- ◎ Those who passed or appropriated JLPT N4.
- ◎ Those who has the capability to pay all the costs in a studying-abroad period.

## ■Required documents

### ◎ Documents about the person

1. 40 mm x 30 mm photographs ten sheets (taken within one month and specify your name and nationality in the reverse sides of them)
2. An application form (specified format)
3. Resume (specified format, entire resume without missing period)
4. Last school education diploma original
5. Academic transcript original
6. Certification of Japanese ability
7. Documentation to prove that your Japanese level is more than Japanese Language Proficiency Test Level 4

### ◎ Documents about payment

1. Cost payment document (specified format, truly written, and then put the thumb print)
2. Kinship authentication document original (data proving relation between applicant and cost payment person)
3. Payment person's occupation proof
4. Balance certification (Effective Length of getting the status of residence's certificate) the business license document or corporation copy of a company. Data
5. Data which support fund formation processes.
6. Documents related to the following

If the cost payment person is not in Japan	proof material that can proved the relationship between the students and the cost payment person. (Full Copies of the registered permanent residence )
	Income proof (if the sponsor is a company employee, income certificate of the past three years is needed.)
	proof of annual income tax for three years (In the case of an individual entrepreneur or Legal Representative of a company)
If the cost payment person is in Japan	A certificate of resident (The whole family)
	Tax certificates (Personal income tax certificate that shows the annual income of three years)

※ Please attach a Japanese translation of all documents above.

# LIC International College and Tokyo Bayside Japanese School Fee list

## ■Application fee (excluding tax)

20,000 yen

## ■Tuition and other fees (excluding tax)

### ◆April entrance, 2 years course

Time of Payment	Entrance time	2nd year February
Entering fee	50,000yen	—
Tuition	600,000yen	600,000yen
Textbook fee	20,000yen	20,000yen
Activities fee	20,000yen	20,000yen
Facility Fee	10,000yen	10,000yen
Subtotal	700,000yen	650,000yen
Total	1,350,000yen	

### ◆ July entrance, 1 year and 9 months course

Time of Payment	Entrance time	2nd year May
Entering fee	50,000yen	—
Tuition	600,000yen	450,000yen
Textbook fee	20,000yen	15,000yen
Activities fee	20,000yen	15,000yen
Facility Fee	10,000yen	7,500yen
Subtotal	700,000yen	487,500yen
Total	1,187,500yen	

### ◆ October entrance, 1 year and 6 months course

Time of Payment	Entrance time	2nd year August
Entering fee	50,000yen	—
Tuition	600,000yen	300,000yen
Textbook fee	20,000yen	10,000yen
Activities fee	20,000yen	10,000yen
Facility Fee	10,000yen	5,000yen
Subtotal	700,000yen	325,000yen
Total	1,025,000yen	

### ◆ January entrance, 1 year and 3 months course

Time of Payment	Entrance time	2nd year November
Entering fee	50,000yen	—
Tuition	600,000yen	150,000yen
Textbook fee	20,000yen	5,000yen
Activities fee	20,000yen	5,000yen
Facility Fee	10,000yen	2,500yen
Subtotal	700,000yen	162,500yen
Total	862,500yen	

- The textbook fee does not include the JLPT and EJU's exam fee and the dictionary, etc.
- Extracurricular activities are done as part of the class, so it can't be refunded even in non-participation for personal reasons.
- If the payment of tuition is not confirmed by the given deadline, the admission may be canceled.
- After obtaining a Certificate of Eligibility, if you can't enroll in the cause of irresistible factors, you need to return to school the Letter of Acceptance, submit the proof materials and instructions, we will minus the remittance charge, admissions fees and application fees refund you the rest. If you can't enroll in the cause of your personal reason and not return to school the original "Certificate of Eligibility", we will not return the cost.
- In all other cases, even before admission, will not be returned any tuition that is delivered once.
- After admission, we will not refund any fees for any reason.

## ■Remittance account

### LIC International College remittance account

<b>Name of bank</b>	: THE HIGASHI-NIPPON BANK, LIMITED INTERNATIONAL DEPARTMENT (HNPBJPJT)
<b>Branch name</b>	: HIRAI BRANCH (Branch No. 113)
<b>Account number</b>	: 414624
<b>Account name</b>	: LIC kokusai gakuin

### Tokyo Bayside Japanese School remittance account

<b>Name of bank</b>	: THE HIGASHI-NIPPON BANK, LIMITED INTERNATIONAL DEPARTMENT (HNPBJPJT)
<b>Branch name</b>	: HIRAI BRANCH (Branch No. 113)
<b>Account number</b>	: 433141
<b>Account name</b>	: Tokyo Bayside Japanese School

Please specify the number of the "Certificate of Eligibility" and the student's name in the remarks column upon remittance.

The original document will mail as soon as payment is confirmed.

## ■Coming to Japan

- Clearly marked in the remarks column when the student's name and number in the Status-of-residence authorization document.

Before come to Japan, please notice us the following information.

- |                                     |
|-------------------------------------|
| 1. Time for coming to Japan         |
| 2. The flight number you take       |
| 3. Take off and landing time, place |
| 4. Student name                     |
| 5. numbers of people                |

- Please avoid the flight of Saturday and Sunday when come to Japan.
- Students in the same area should come to Japan together. Our staff will pick up you at the airport.
  - ◇ If you are coming to Japan on the date specified by us , the pick-up is free
  - ◇ If you are coming to Japan other than the day specified by us, the pick-up fee is 10,000 yen .

School officials will meet students who move into the dorm, so students' relatives in Japan needn't to pick up them.

If relatives come to the airport, you must follow the instructions of the school staff and complete dormitory procedures on that very day.

It is strongly discouraged that relatives meet students in Japan on the day of arrival, please meet with the students at the weekend as possible.

Contact information (Tokyo Bayside Japanese School)	
TEL: +81-3-5628-5658	FAX: +81-3-5628-5659

# Dormitory 「STEP」

## ■About “STEP”

Our school's student dormitories are called “STEP”. In order to make the students feel at home, We are taking into account a number of things, such as safety and convenience. The dormitories are full equipped with bed, quilt, table, TV, refrigerator, lights, curtains, inter net, and others in needed.

## ■Dormitory fee

shared by 4 people

Total fee when entrance			fee when entrance dorm(6 months)	fee per month
fee when entrance dorm	Deposit	Dormitory fee		
35,000yen	35,000yen	20,000yen	190,000yen	20,000yen

※Internet usage charge is fixed at 1,000 yen per month.

### 4 people room

Total fee when entrance			fee when entrance dorm(6 months)	fee per month
fee when entrance dorm	Deposit	Dormitory fee		
35,000yen	35,000yen	25,000yen	220,000yen	25,000yen

※Internet usage charge is fixed at 1,000 yen per month.

### shared by 2 people

Total fee when entrance			fee when entrance dorm(6 months)	fee per month
fee when entrance dorm	Deposit	Dormitory fee		
35,000yen	35,000yen	28,000yen	238,000yen	28,000yen

※Internet usage charge is fixed at 1,000 yen per month.

### 2 people room

Total fee when entrance			fee when entrance dorm(6 months)	fee per month
fee when entrance dorm	Deposit	Dormitory fee		
35,000yen	35,000yen	38,000yen	298,000yen	38,000yen

※Internet usage charge is fixed at 1,000 yen per month.

## ■Note

1. All students must stay in student dorms except the one school allowed.
2. Newly enrolled students must stay in student dorms in principle six months.
3. Check date from the beginning of each month, not by the day student come.
4. If you want to quit the dorm, please apply to school in one month, the necessary procedures required by the permit after finishing the corresponding procedures.
5. Do not follow the procedures were relegated to the school regulations, deposit not be refunded.
6. Deposit will be refunded in case of no equipment are damaged.  
(In case of shortage will be surcharged),check-out date are the end of each month.