



University of Tsukuba

1-1-1 Tennodai, Tsukuba, Ibaraki
305-8577 Japan

Dear Exchange Student,

When you receive the documents from us, please find enclosed your Certificate of Eligibility issued by the Tokyo Immigration Bureau. The Certificate is to be shown at the Japanese Embassy or Consulate General in your country.

When you apply for your visa, you need to bring the above Certificate, your passport, and the visa application forms (available at the Embassy or Consulate). We recommend you to contact the Embassy or Consulate beforehand to confirm what documents are requested.

For information about the procedures when entering Japan, please also refer to the enclosed material.

We are looking forward to seeing you soon in Tsukuba.

Sincerely yours,

Division of Student Exchange
University of Tsukuba

Important Notice:

Regarding the "Certificate of Eligibility," you must return it to us if you are refused admission. If you do not return it to us, your next visa application will be denied.

Mailing Address:

CoE Desk, Division of Student Exchange, Department of Student Affairs,
University of Tsukuba, 1-1-1 Tennodai, Tsukuba, Ibaraki, 305-8577 JAPAN

入国時の手続きについて

Procedures When Entering Japan

- **空港で在留カードが交付されます**

成田空港、羽田空港、中部空港及び関西空港では、パスポートに上陸許可証印が押印されるとともに、上陸許可によって中長期在留者になった方に在留カードが交付されます。

なお、成田空港等、これら4空港には、在留カードの交付のための専用レーンが設置されています。

- **A resident card will be issued at the airport**

At Narita International Airport, Haneda Airport, Central Japan International Airport, and Kansai International Airport, besides having a seal of landing verification stamped in their passports, mid- to long-term residents will be issued a resident card. At Narita International Airport and the other three airports, there are special lanes dedicated only to those waiting for their residence cards to be issued.

【重要】 資格外活動許可について

留学生がアルバイトを行うためには、入国管理局からの資格外活動許可が必要です。

空港で在留カードが交付される際に、資格外活動許可の申請が可能ですが、勉学や研究を本務とする留学生がアルバイトを行うことは推奨されません。

資格外活動許可の申請は、学習や研究の計画を指導教員とよく相談し、指導教員の許可を得てから行ってください。

【Important Notice】 Permission to Engage in Activity other than that Permitted under the Status of Residence Previously Granted

In order for international students to work part-time, it is necessary to have the Permission to Engage in Activity other than that Permitted under the Status of Residence Previously Granted.

During the issuance of the resident card at the airport, it is possible to apply for the Permission to Engage in Activity other than that Permitted under the Status of Residence Previously Granted. However, working part-time is NOT recommended for international students whose first duty is to study or carry out research.

Those who are newly-arrived in Japan, should consult with their academic advisor about the study or research program after enrollment. Then after getting permission from your academic advisor, you can consider applying for the Permission to Engage in Activity other than that Permitted under the Status of Residence Previously Granted.