

Procedure for Obtaining a Certificate of Eligibility (COE) and Student Visa

To enroll at Toho University as an international student, it is essential to obtain "Student" resident status. The University assists students in applying for a Certificate of Eligibility (COE) by acting as their representative and submitting the application to the Tokyo Immigration Bureau.

Required Documents

1. Completed COE Application Form (Designated Form).

2. Financial Documents

All documents must be submitted in the original in either Japanese or English. If the documents are written in another language, a certified translation must be attached. Certificates must be issued within three months prior to submission.

- Bank Balance Certificate of the financial supporter
- Scholarship Award Certificate (for applicable students only)

*The total of the bank balance or the annual scholarship amount must cover the amount required for one year's tuition and living expenses, excluding the enrollment fee:

- 2.3 million yen for master's programs.
- 2.6 million yen for doctoral programs.

Additional Documents (if the financial supporter is not the applicant)

- Financial Support Statement (Designated Form)
- Proof of relationship between the applicant and the financial supporter (e.g., notarized documents, birth certificates).

Submission Deadline

For April enrollment: December 18, 2024.

Important Notes

- If the required documents are not submitted by the deadline, the University will not process the application.
- The Immigration Bureau may request additional documents.
- The Immigration Bureau has the final decision on issuing the COE, and the Japanese embassy or consulate in your home country decides on issuing the student visa. University is not responsible for any refusal to issue the COE or visa.
- If the Student Visa has not been obtained by the deadline (March 31, 2025, 3:00 PM), enrollment will be canceled.
- There will be no reduction in the tuition fee or special measures for enrollment procedures in the event of the applicant's arrival in Japan being delayed after the Student Visa has been obtained.