

INSTRUCTIONS

To Applicants of Certificate of Eligibility:

Admissions Office
Graduate School of Asia-Pacific Studies
WASEDA University

Congratulations on entering the Graduate School of Asia-Pacific Studies Waseda University.

First of all, please confirm that all information on Certificate of Eligibility (COE) / Certificate of Admission (COA) is accurate (spelling of your name, date of birth, etc.), after receiving them. If there are any errors, please contact the GSAPS Admissions Office immediately.

In order to obtain your student visa, you must submit your COE/COA and passport to a Japanese embassy or consulate near your residence. Visas are generally issued within 1 to 2 weeks. Therefore, please submit your visa application immediately, as the COE is valid only for 3 months. (Within this time period, you must obtain a student visa AND enter Japan.) For more details regarding visa application, please contact your nearest Japanese embassy or consulate.

Upon entering Japan, you must submit your COE to the immigration inspector at the airport. You are also required to have your COA with you at this time. Please be sure to also keep “Residence Card” which will be issued at the airport, as it is a very important one to certify your identity/status in Japan.

After entering Japan, please register your address and get it listed on the back of your “Residence Card” at your nearest city/ward hall. “Registration Card” is given at the airport. Please submit “Resident Certificate” or “Status of Residence Notification Form” on which a photocopy of “Residence Card” (both sides of the card) is pasted to the GSAPS Admissions Office by Tuesday, March 31.

If, for any reasons, you will not enter our graduate school, you must submit a statement of explanation and return the COE to the GSAPS Admissions Office soon.

As “Certificate of Eligibility” and “Certificate of Admission” cannot be re-issued, please make and keep a photocopy if necessary. If you have any questions, please do not hesitate to contact us at any time.

We are looking forward to meeting you in Waseda.

Thank you.

*Privacy Policy

The Certificate of Eligibility is copied, all personal information written on the Certificate of Eligibility will be strictly kept and managed by Waseda University, and will not be used for any purposes outside of management of international students' status of residence at Waseda University.