

[Important Notice] Documents Requirement for Certificate of Eligibility (COE) Applications

Following a notice from the Immigration Services Agency of Japan, the requirements below have been added for documents submitted with applications for a Certificate of Eligibility for the status of residence of “Student.” Applicants to whom these requirements apply should prepare the necessary documents.

Important Notes

- This notice concerns documents to be submitted **during enrollment procedures**. At the time of application, please follow the instructions in the admissions guidelines.
- Even after admission, you will not be able to apply for the status of residence of “Student” if you cannot submit documents that meet the requirements below.
- Detailed procedures and submission instructions for the documents required for the COE (Certificate of Eligibility) application will be provided again to successful applicants after the admission results are announced.

Details

1. Document Issue Dates

Documents must have been issued on or after the date specified below for the relevant admission period.

- April admission: September 25 or later in the year of COE application
- September admission: March 25 or later in the year of COE application

2. Date of Passing a Japanese Language Test

The Immigration Services Agency of Japan has stated regarding Japanese language test that “a certificate may be deemed invalid as supporting documentation if a considerable number of years has elapsed since the date the examination was passed.” Since no specific period has been indicated, if you believe that a considerable number of years has elapsed, please retake the examination to obtain a new certificate.

* Even if you contact us regarding the number of years, we cannot provide an answer because the determination is made by the Immigration Services Agency.

* Please use the flowchart below to determine whether you are required to submit a Japanese test certificate.

https://www.waseda.jp/inst/cjl/assets/uploads/2026/06/JLP_document-for_student_visa.pdf

3. Japanese Translations of Documents Written in Foreign Languages

For each document written in a foreign language, including English, please submit both the document in the original language and a Japanese translation.

- ☐ Proper nouns such as personal names, organization names, and addresses may be written in English (using the Roman alphabet).
- ☐ The translation does not need to be prepared by a translation company or bear a notarization seal. You may prepare it yourself.
- ☐ Mistranslations may affect the outcome of the review, so please check the content carefully.

4. Applicants Who Have Previously Resided in Japan with “Student” Status

Please submit the following documents.

* If you attended more than one institution, documents from every institution are required.

* For certificate issue dates, please refer to “1. Document Issue Dates.”

- ☐ Certificate of attendance
- ☐ Academic transcript
- ☐ Document certifying the period of enrollment
- ☐ Document certifying graduation or withdrawal

If your attendance rate is **below 80%**, you must also submit a written explanation of the reason for the low attendance rate and supporting documentation substantiating that reason.

Reference: The notice of “Change of Application Documents for the “Student” Status of Residence” issued on June 9, 2026 is available here >> [Notice-of-changes-to-application-documents-for-Student-visa-EN.pdf](#)