

B. Those who currently have a mid to long-term status in Japan except as a student resident status

Application for Change of Status of Residence

Foreign nationals who currently have a mid to long-term status in Japan except as a student and wish to change the status of residence to student are required to apply for Change of Status of Residence at their regional immigration bureau.

* Most of the scholarships for international students inside and outside of AGU require a student status of residence.

Application at the International Center – 3 months to 1 month before your visa expires

Application Period – 3 months before your visa expires

Application Documents for the Immigration Bureau

(1)	Application for Change of Status of Residence (For applicant, pages 1-3) Please download the format from the link below. https://www.moj.go.jp/isa/applications/procedures/16-2-1.html
(2)	The form for affiliated institution pages 1-2 issued by the International Center
(3)	photographs (4 cm high, 3 cm wide) *Please bring 1 extra to the immigration bureau as a spare copy.
(4)	Reason for your application (handwritten, in any format) *Please write the reason you are applying for the Change of Status of Residence
(5)	Original copy of graduation certificate or certificate of expected graduation from the institution you previously attended before enrolling at AGU (Japanese language school, vocational school, etc.)
(6)	Original copy of attendance certificate/transcript from the institution you previously attended before enrolling at AGU (Japanese language school, vocational school, etc.) * In case of poor performance and/or insufficient attendance rate of the institution (Japanese language school, vocational school, etc.) where you were enrolled prior to entering AGU, please provide a statement of reason to explain the reason (in any format).
(7)	Letter of Admission issued by AGU
(8)	Documents certifying the ability to pay for expenses (submit at least one of each, [Certificate of Employment] and [Certificate of Annual Income]) Letter of Financial Support [Certificate of Employment] A proof-of-employment letter from your place of employment (If self-employed, a business registration certificate is required)

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	[Certificate of Annual Income] Tax Statement (Gensen Choshu Hyo) (if the applicant is paying expenses and is working a part-time job) A statement of the supporter's deposit balance and income A document to verify overseas remittance, or a photocopy of your bank passbook which verifies the remittance.
(9)	A photocopy of your passport ID Page
(10)	A photocopy of your residence card
(11)	Health Insurance Card (No photocopy necessary, just need to show them)
(12)	4,000yen Revenue Stamp (you may purchase this stamp if your application is accepted)

*You may be asked by the immigration bureau to submit additional documents. If you are asked for additional documents, please submit them to the Immigration Bureau of Japan promptly.