

### ADDITIONAL DOCUMENTS and SPECIAL NOTES

1. A CERTIFICATE of ADMISSION from an elementary school principal.  
( If an applicant entered school before 5 years old or after 8 years old. )
2. A CETRTIFICATE of an applicant's GRADUATION AGE or BIRTHDATE from a principal of the last school. ( If diploma does not mention the dates or if the graduation age is different from an actual one. )
3. When you fill in an APPLICATION FORM of Tokyo Riverside School and a PERSONAL RECORD, write your address, educational record and occupational experience correctly and officially in the printed style.
4. When you make a mistake, draw double lines on it and write your signature beside it. (Double-written and whiteout is prohibited.)
5. If a sponsor is an applicant himself/herself or an applicant's family member, a business or company license of sponsor's workplace, and a certificate of occupation and income issued by his/her company executive should be submitted. This certificate should have a company and executive's seal.  
If a sponsor is a company's executive or an owner of an individual business, submit a business license, certificate of income and tax payment from tax office.
6. Personal History  
Section 9 – Purpose of Studying Japanese:  
Write your purpose concretely and mention that you will go to school without any absence and delay, and that you plan to go to a university after graduate.

7. Fill in a document of PAYING EXPENSES as an example below  
( A sponsor should fill in all )

[ Example ]

To: The Minister of Justice

Nationality: Student's Nationality

Name: Student's Name

Because I answer as a sponsor -----(partly omitted)-----

2. Contents of payment

I Sponsor's Name \* (two names are necessary

Sponsor's Name \* when a student has two sponsors)

pledge that I will pay expenses as follows. ----partly omitted----etc.

- (1) School fees: Monthly / biannually / yearly 769,000 yen

- Circle an applicable duration, and write the amount of tuition fees, teaching-material fees and maintenance fees.

- (2) Living fees: Monthly 70,000 yen

- (3) Method of payment (proof of payment)

I will make a remittance of school fee to school bank account, and remit living expenses to his/her bank account in Japan.

After a few months, obeying Japanese law, the student will have a part-time job so that he/she could turn his/her efforts to studying.

Sponsor:

Name and (Signature) :①. \_\_\_\_\_

Name and (Signature) :②. \_\_\_\_\_

Relationship with the student: Parents

\* If an applicant's both parents are sponsors, each of them needs to sign and seal a document by him/herself.