

**Beppu Mizobe Gakuen College**

**Application Information  
for  
International Students**

**2019 April Entrance**

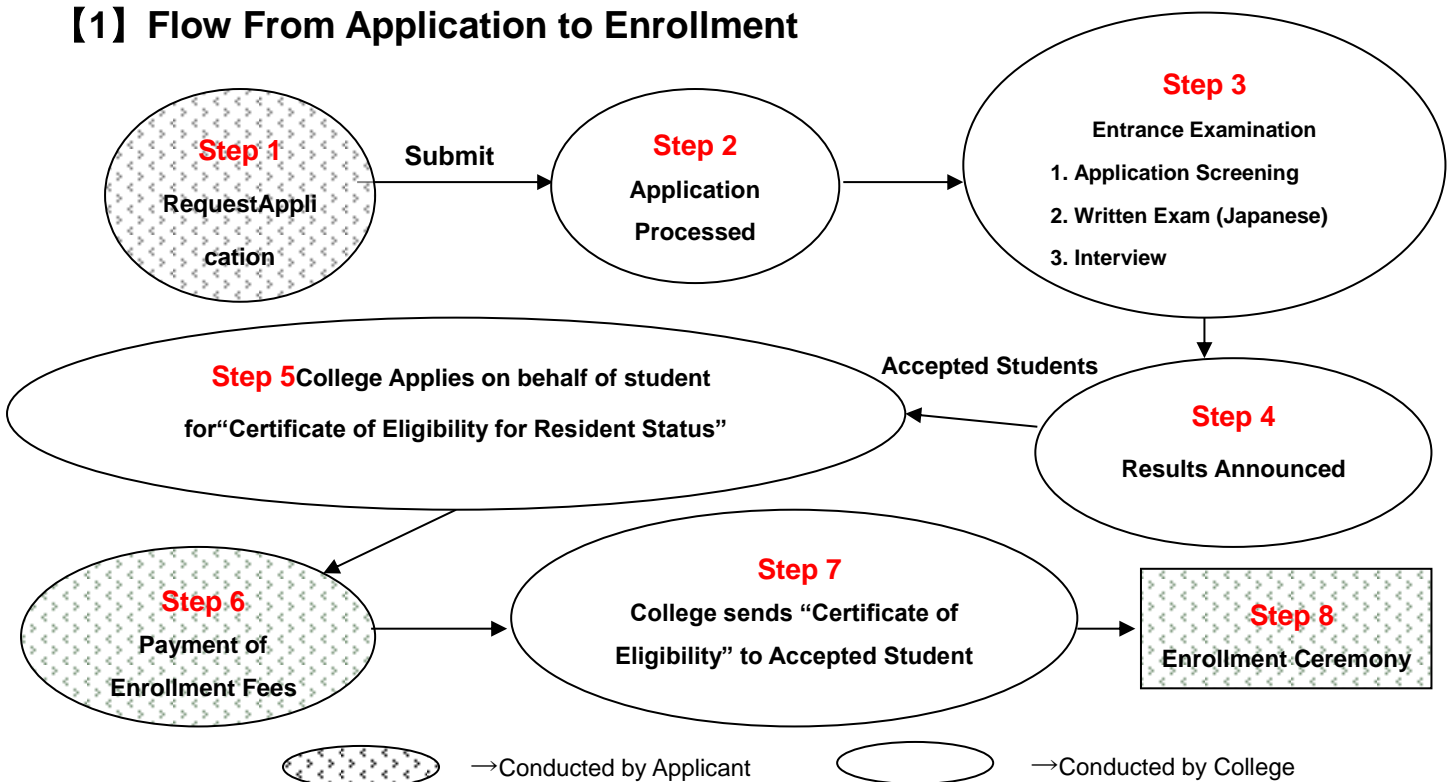


**別府溝部学園短期大学**

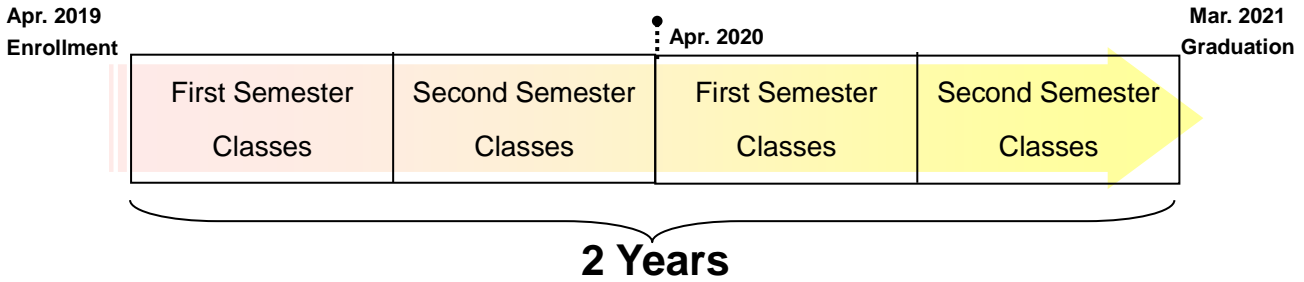
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## 【1】 Flow From Application to Enrollment



## 【2】 Course Structure



## 【3】 Recruiting Departments and Student Capacity

Department	Course	Capacity	Japanese Level Reference
Department of Contemporary Life Design	Japanese Language Course	25	Japanese Language Proficiency Test N3 Level
	International Business and Management Course	15	Japanese Language Proficiency Test N2 Level
Department of Food and Nutrition	International Student Course	10	Japanese Language Proficiency Test N3 Level
Department of Certified Care Worker		10	Japanese Language Proficiency Test N2 Level

## 【4】 Entrance Examination Schedule

Details will be told

## 【5】 Application Eligibility

- (1) Applicants must have completed 12 years or more of a standard school education.
- (2) In principle, applicants must be 18 years of age or older.

## 【6】 Application Procedures

\* Please be aware that the College will not return any of the documents to be submitted listed in 【6】 Application Procedures and 【8】 Enrollment Procedures.

(1) **Documents Submitted by the Applicant-** Please send the completed application form (Item

① below) to [exrmizobe@bm.mizobe.ac.jp](mailto:exrmizobe@bm.mizobe.ac.jp) by email attachment. All other documents should be sent by post along with those listed in (2) on the following page.

- ① Application Forms (Download from the College homepage)
- ② Certification of Japanese Study (A Japanese translation must be attached)
- ③ Health Certificate (Download from the College homepage)
- ④ “Certificate of Graduation” (or “Certificate of Scheduled Graduation” if you have not graduated yet) from the last school attended (Must be an original document issued by the school / A Japanese translation must be attached)

\* Do not send your official graduation diploma as it could get lost in the mail.

- ⑤ Official transcripts from the last school attended (A Japanese translation must be attached) (Must be an official document issued by the school)

- ⑥ Five identification photographs (Must have been taken within the last three months and be 4 cm high by 3 cm wide. Please write your name on the back of each photo.)
- ⑦ Passport Copy (For applicants who already possess a passport)  
\*Applicants who have previously been to Japan before should also submit a copy of the pages in their passports that show the applicant's embarkation/disembarkation stamps.
- ⑧ Applicants with work experience should submit an original "Employment Certificate." (Please attach a Japanese translation.)
- ⑨ Copy of the applicant's Family Register (all pages)

**(2) Documents Submitted by the Guarantor and Financial Supporter**

- ① Letter of Guarantee (A form given by the College)  
 ※This must be filled out by the individual serving as the Guarantor.
- ② Financial Support Statement (A form given by the College)  
 ※This must be filled out by the individual serving as the Financial Supporter. A Japanese translation must be attached.

\* Guarantor and Financial Supporter

- a. In principle, one of the applicant's parents should serve as both the Guarantor and Financial Supporter.
- b. The Guarantor must be an individual who is able to fulfill his/her responsibility to ensure that the applicant follows the College's rules during the student's period of enrollment.
- c. The Financial Supporter must be an individual who is able to cover all of the applicant's fees during the period of enrollment.

**【7】 Entrance Examination**

<b>Screening Methods</b>	Screening of submitted application documents, written examination (Japanese), and interview
<b>Exam Venue</b>	Details will be told

**【8】 Enrollment Procedures**

- (1) An acceptance letter will be sent to accepted students.
- (2) Accepted students must prepare the documents listed in (3) on the following page as quickly as possible and mail them back to the College by the designated deadline.

**(3) Documents to Be Submitted by the Financial Supporter**

- ① Financial Supporter's Bank Account Balance Statement (copies are accepted)  
 \*A "Tax Payment Certificate" will be necessary in the case that the Financial Supporter is of Japanese nationality.

- ② Financial Supporter's "Certificate of Employment" or documentation that shows that the Financial Supporter runs his/her own business if that is the case (Attach a Japanese translation to the original certificates)
  - \* Submit a "Certificate of Residence" in the case that the Financial Supporter's place of employment is located in Japan
- ③ Documentation that shows the Financial Supporter's income (Attach a Japanese translation)
- ④ Documentation that shows the relationship between the accepted student and the Financial Supporter (Attach a Japanese translation)
  - \* The document that shows the relationship between the accepted student and the Financial Supporter should be issued and notarized by a government organization.

(4) **Bank Information(Payment Transfer Information)**(SWIFT Code: OITAJPJT)

Accepted students must bear all additional processing fees incurred when wiring/transferring payments.

Bank Name	Oita Bank Kamegawa Branch
Bank Address	18-18 KamegawaShinoyu-Machi, BeppuCity, Oita Pref. Japan
Account Number	636732
Recipient	(Gaku)Mizobegakuen

(5) Notes and Cautions Regarding Enrollment Procedures

- ① Beppu Mizobe Gakuen College will apply at the Fukuoka Branch of Japan's Immigration Office on behalf of accepted students for their "Certificate of Eligibility for Residence Status" which is necessary when entering Japan.
- ② The College will send accepted students their "Certificate of Eligibility for Residence Status" after payment of the Enrollment Fees has been confirmed.
- ③ Enrollment Fees will be returned to accepted students who were refused a "Student Visa" to Japan upon application at the Japanese Embassy in your own country. However, the student will be responsible for bearing any bank processing fees incurred upon reimbursement of the Enrollment Fee payment.
- ④ The Enrollment Fee and Examination Fee will not be returned to accepted students in the case that they decide to not enroll due to personal reasons.
- ⑤ Accepted students who do not pay the Enrollment Fee by the College's designated deadline will be considered as having declined enrollment.

## 【9】 Fee Structure

	Department of Contemporary Life Design Department of Food and Nutrition		
Fee	1 <sup>st</sup> Year Apr. 2019~ Mar. 2020	2 <sup>nd</sup> Year Apr. 2020~ Mar. 2021	
Entrance Exam Fee	10,000 Yen	0	
Enrollment Fee	100,000 Yen	0	
Tuition Fees (Able to be paid on a semester-basis)	520,000 Yen	520,000 Yen	
		1 <sup>st</sup> Sem. 260,000 Yen	2 <sup>nd</sup> Sem. 260,000 Yen
* Study Materials	50,000 Yen	50,000 Yen	
Bank Processing Fees (Only charged for overseas wire remittance)	5,000 Yen	0	
Subtotal	Annual Amount 685,000 Yen	Annual Amount 570,000 Yen	
		1 <sup>st</sup> Sem. 310,000 Yen	2 <sup>nd</sup> Sem. 260,000 Yen

Note \* 1) The actual amount of Study Materials that were used will be calculated at the end of each academic year and before graduation. The student will need to pay additional fees if the amount used exceeded the original amount paid. Please be aware that stipulations in the Japanese version of the application information will adhere to students who are placed in the same course as Japanese students.

Fee	Department of Certified Care Worker		
	1 <sup>st</sup> Year Apr. 2019~ Mar. 2020	2 <sup>nd</sup> Year Apr. 2020~ Mar. 2021	
Entrance Exam Fee	10,000 Yen	0	
Enrollment Fee	100,000 Yen	0	
Tuition Fees (Able to be paid on a semester-basis)	520,000 Yen	520,000 Yen	
		1 <sup>st</sup> Sem. 260,000 Yen	2 <sup>nd</sup> Sem. 260,000 Yen
* Study Materials	70,500 Yen	70,000 Yen	
Practical Training Fee	8,000 Yen	7,500 Yen	
Training clothes	38,500 Yen	0	
Graduation/Research/ Register Fee	0	15,000 Yen	
Registration of License Fee	0	19,000 Yen	
Bank Processing Fees (Only charged for overseas wire remittance)	5,000 Yen	0	
Subtotal	Annual Amount 752,000 Yen	Annual Amount 632,000 Yen	
		1 <sup>st</sup> Sem. 338,000 Yen	2 <sup>nd</sup> Sem. 294,000 Yen

Note \*1) The actual amount of Study Materials that were used will be calculated at the end of each academic year and before graduation. The student will need to pay additional fees if the amount used exceeded the original amount paid. Please be aware that stipulations in the Japanese version of the application information will adhere to students who are placed in the same course as Japanese students.

## 【10】 Scholarships

Accepted students are able to apply for the following scholarships. Scholarship recipients will be selected based on an internal/external screening after application.

These scholarship amounts are based on amounts from the past academic year and are subject to change.

- ① Rotary Yoneyama Memorial Undergraduate Course Scholarship - 70,000 Yen Monthly  
(Limited Scholarships)
- ② Japan Student Services Organization (JASSO) Scholarship - 48,000 Yen Monthly  
(Limited Scholarships)
- ③ Oita Prefectural Government International Student Scholarship - 30,000 Yen Monthly  
(Limited Scholarships)
- ④ Suzaki Ikuei foundation Scholarship – 10,000 Yen Monthly (Limited Scholarships)

## **【11】 International Student Dormitory Use**

One of the merits of living in the dormitory is its convenience. Both male and female dormitories are located on-campus and just a 2 minute walk to the classroom buildings. Living in the dormitory is also a considerably cheaper alternative compared to private housing costs. The dormitories are equipped with living necessities (to be used communally) so that students will be able to make a smooth transition after arriving in Japan. International students are encouraged to live in the dormitory especially for their first year as the environment is suited for students to become accustomed to life in a foreign country.

### **Dormitory Related Expenses**

#### (1) Dormitory Fees

<b>Fee</b>	<b>Amount</b>	<b>Payment Method</b>
Security Deposit	50,000 Yen	The Security Deposit and 6 months' worth of dormitory fees are to be paid in one installment at the time of enrollment. <b>Total: 140,000 Yen</b> Students will pay dormitory fees monthly from April.
Dormitory Fee	15,000 Yen (Monthly)	

#### (2) Additional Utility Fees (Electricity, Water, Gas, etc.)

Men's Dorm	8,000 Yen (Electricity, Water, and Gas)	<b>Paid Monthly</b>
Women's Dorm	The total amount for electricity and gas fees will be split evenly among the dormitory residents. Residents will pay 500 yen per month for water.	

- (3) All of the electrical appliances provided by the College are to be used communally by dormitory residents.
- (4) The dormitory kitchen, toilets, and shower room are for communal use. Dormitory residents will be in charge of cleaning these facilities.
- (5) An individual resident who causes damage to dormitory facilities in addition to damage or loss of dormitory equipment or fixtures will bear full financial responsibility. All dormitory residents will be responsible in the case of damage/loss of goods that were used communally.
- (6) Security Deposit fees will be adjusted when students move out of the dormitory.
- (7) Students are not allowed to move out of the dormitory during the middle of the semester. The Security Deposit will not be returned to students who move out of the dormitory due to personal reasons in addition to those who are asked to leave.

Students may be allowed to live in the dormitory (as share a room / two or more students) during their 2<sup>nd</sup> year if rooms are available. Students will be selected via a lottery system.



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MIZOBE  
BEPPU MIZOBE GAKUEN COLLEGE

別府溝部学園短期大学

**BEPPU MIZOBE GAKUEN  
COLLEGE**

MIZOBE  
BEPPU MIZOBE GAKUEN COLLEGE

**Address**

Postal Code: 874-8567

29-1 Okamegawa-chuomachi, Beppu-city, Oita-Prefecture, Japan

BeppuMizobeGakuen College

International Students Office

Direct phone number: 81-977-67-7974

( Mr.Fuchigami / Miss Matsuura )

FAX Number: 81-977-66-8120

HP: <http://www.mizobe.ac.jp/top.html>

MAIL: [exrmizobe@bm.mizobe.ac.jp](mailto:exrmizobe@bm.mizobe.ac.jp) (申請書類提出)