

Student Visa Information

Student Office

Be aware. Be responsible.

- ▶ Have proper understanding of your student visa
- ▶ Know Japanese immigration laws
- ▶ Be aware that there are restrictions on the years you can stay at APU as well as hours you can work in a part time job
- ▶ No visa, no fun

If you don't follow the rules, you will be ...

- ▶ Unable to renew your visa
- ▶ Unable to receive a work permit
- ▶ Forced to leave Japan



Always keep your residence card with you!



You can be fined up to 200,000 yen if you do not keep your residence card in possession.

Residence Card



Your residence card expiration date

Immigration Service of Japan

https://www.moj.go.jp/isa/applications/procedures/whatzairyu_00001.html



Never write anything on the back of your residence card!

If you have written on it, it is no longer valid and you will need to have your card reissued by the Immigration Bureau.

Passport

- ▶ No need to carry it if you have your residence card with you. Keep it in a safe place
- ▶ Contact your country's embassy or consulate in Japan to renew your passport
- ▶ Make sure to renew your passport before your student visa renewal
- ▶ If student visa and your passport validity dates are close, contact the Student Office

When Going Through Immigration

【EMBERKATION CARD】 You can get an "ED Card" at the place of departure (airport, etc.)

外国人用 (再入国)		再入国入国記録 DISEMBARKATION CARD FOR REENTRANT ② 【 ARRIVAL 】	再入国出国記録 EMBARKATION CARD FOR REENTRANT ① 【 DEPARTURE 】
氏名 Name	Family Name	氏名 Name	Family Name
	Given Names	氏名 Name	Given Names
生年月日 Date of Birth	Day 月 Month Year 年	生年月日 Date of Birth	Day 月 Month Year 年
	航空機便名・船名 Line Flight No./Vessel		主な渡航先国名 Destination
以下の質問について、該当するものに☑を記入し、署名して下さい(特別永住者の方は署名のみ)。Please check the applicable items and put your signature. (For special permanent resident, please put your signature only.)		航空機便名・船名 Flight No./Vessel <input type="checkbox"/> 出国予定期間 intended period out of Japan <input type="checkbox"/> 1年以内 Within one year <input type="checkbox"/> 1年超2年以内 Over one year but within two years <input type="checkbox"/> 2年超 Over two years	
1 あなたは、日本国又は日本国以外の国において、刑事事件で有罪判決を受けたことがありますか？ Have you ever been found guilty in a criminal case in Japan or another country? <input type="checkbox"/> はい Yes <input type="checkbox"/> いいえ No		次のいずれかに☑を記入してください。Please check either one of the boxes below.	
2 あなたは、現在、麻薬、大麻、あへん若しくは覚せい剤等の規制薬物又は銃砲、刀剣類若しくは火薬類を所持していますか？ Do you presently have in your possession narcotics, marijuana, opium, stimulants, or other controlled substance, swords, explosives or other such items? <input type="checkbox"/> はい Yes <input type="checkbox"/> いいえ No		<input type="checkbox"/> 1. 一時的な出国であり、再入国する予定です。 I am leaving Japan temporarily and will return.	
以上の記載内容は事実と相違ありません。 I hereby declare that the statement given above is true and accurate.		<input type="checkbox"/> 2. 「再入国許可」の有効期間内に再入国の予定はありません。 I do not plan to re-enter Japan while my re-entry permit is valid. (地方入国管理官署で「再入国許可」を受けており、その有効期間内に再入国予定のない方は、☑して下さい。) (Check the box if you do not plan to re-enter Japan while your re-entry permit, which you have obtained at a regional immigration bureau, is valid)	
署名 Signature		署名 Signature	
官用欄 Official Use Only		官用欄 Official Use Only	

Please check one of the intended periods out of Japan without fail.

Please check either one of the boxes below without fail

- You wish to re-enter Japan.
 - 1. 一時的な出国であり、再入国する予定です。
I am leaving Japan temporarily and will return.
- You have been granted "re-entry permission", which still has some time remaining on it, and do not plan to re-enter Japan within the valid period.
 - 2. 「再入国許可」の有効期間内に再入国の予定はありません。
I do not plan to re-enter Japan while my re-entry permit is valid.
(地方入国管理官署で「再入国許可」を受けており、その有効期間内に再入国予定のない方は、☑して下さい。)
(Check the box if you do not plan to re-enter Japan while your re-entry permit, which you have obtained at a regional immigration bureau, is valid)

If you are leaving Japan temporarily, you must declare your intent to return to Japan when going through the airport you are departing from. (e.g. to return home during holidays, or travel abroad)

If you need to leave Japan for more than 3 months

- ▶ If you do not complete the graduation requirements, you cannot leave APU for more than 3 months
- ▶ If you leave school for more than 3 months, your visa may get canceled (including summer and spring breaks)
- ▶ If you have to leave APU for more than 3 months, please consult with the Student Office

Part-time Jobs

Hours allowed to work under a work permit:

- ▶ During the semester when classes are in session:

No more than **8 hours per day** and no more than **28 hours per week**.

- ▶ During long breaks:

No more than **8 hours per day** and no more than **40 hours per week**.

Part-time Jobs - Prohibited Jobs and Businesses

- Adult entertainment businesses (e.g. adult bathhouses like soapland or "soap", massage parlors, or strip clubs).
- Businesses that mainly serve alcohol, (e.g. bars, pubs), or directly serving food or drink to customers in business like cabarets, bars, "snacks" or "snack bars", host clubs, or hostess clubs.
- Mahjong parlors, pachinko parlors, or game centers.
- Acting as a proxy in selling or reselling goods or merchandise
- Working in multilevel sales.

! Working in above businesses in jobs such as cleaning or washing dishes is prohibited as well.

Following will result in deportation and refused entry to Japan for a period of 5 years under the Immigration Control and Refugee Recognition Act

Violation of any of the restrictions in (1) - (4) below;

- (1) Working without a valid work permit
- (2) Working while not holding a current student status at APU (leave of absence, withdrawal)
- (3) Working for more than the hours allowed by your work permit
- (4) Working in jobs prohibited by your work permit

Applying for a Work Permit

1. Download the application documents from the Student Office website
2. Submit them to the Student Office
3. Procedures will take about 3 weeks
4. Work permit and visa expiry dates are the same
5. If you work on campus, see “On-Campus Job Center” website for details

“My Number” System Social Security and Tax Number

Without “My Number”, you will be unable to

- work part-time
- send and receive money from overseas

Your “My number” notification letter will be sent to your registered address in Japan in November.



The “My Number” System

- With the “My Number” social security and tax ID number, it is very easy to determine where and when you work.
- You can face severe penalties including deportation if it can be proven from this system that you have broken the law.

Pass your classes and get credits!

- ▶ If you do not have enough credits, you can not renew your visa



- ▶ If you can not renew your visa, you cannot study at APU
- ▶ Remember that you are here to study!

Reply promptly when contacted by the office

Information from APU



APU Campus Terminal

HOME | School Affairs Posting | Syllabus

Information 2 New Messages

- 7/31 (Mon) **NEW** Notice of temporary unavailability of APU-Net / APU-Netの停止について
- 7/31 (Mon) **NEW** Suspension of TriR / TriRの停止について
- 7/28 (Fri) Video Recording of Dr.Ueno Chizuko's Commemorative Lecture /【上野千鶴子先生記念講演会の録画公開のお知らせ】
- 7/28 (Fri) APU Startup Program: Recruitment for 6th batch students will begin in October/ APU起業部6期生の募集を10月からスタートし
- 7/28 (Fri) [Canceled] Greetings from the APU Career Office! We hope this message finds you well during these turbulent and uncertain tin
- 7/27 (Thu) Please complete the survey (You may get 2000pt by lottery) / アンケートご協力をお願い(抽選で2000ptゲットの手
- 7/27 (Thu) MFA certification outside Japan / 日本国外でのMFA認証について
- 7/25 (Tue) Disciplinary Action (Official announcement) / 学生の処分について(公示)
- 7/24 (Mon) < Career Office > Career Consultation by PASONA Group, Disco Inc. and Tokyo Campus / (株)パソナ、(株)ディスコ、立命館東
- 7/24 (Mon) Quiet Spaceの清掃について / Cleaning up the Quiet Space
- 7/24 (Mon) Procedures for Class Absences due to Legal Infectious Disease / 法定感染症による授業欠席手続きについて
- 7/24 (Mon) Suspension of APU Moodle / APU Moodleの停止について
- 7/21 (Fri) Notice concerning Beppu City support benefits for utility and food price hikes (30,000 yen) / 別府市による電力・ガス・食料品等
- 7/21 (Fri) 次期学長決定のお知らせ / Announcement of the Next APU President
- 7/18 (Tue) 学生発のユニークな企画を本気でカタチにする「プロジェクトB」相談受付中！ / Take your ideas and turn them into :
- 7/17 (Mon) 2023 Fall Semester Course Registration / 2023秋セメスター履修科目登録スケジュール
- 7/13 (Thu) [Event] "Starting Startups - in Japan for Foreign Nationals 101."
- 7/12 (Wed) Please complete the survey (You may get 2000pt by lottery) / アンケートご協力をお願い(抽選で2000ptゲットの手
- 7/11 (Tue) 出口学長の入院について(続報) / Regarding Hospitalization of President Deguchi (Follow-up report)
- 7/11 (Tue) 立命館アジア太平洋大学 次期学長の選任スケジュール等について / Schedule for the appointment of the Next President of Rit

Action Required 0 New Messages

- 7/28 (Fri) パスポートと在留カードの受け取りについて / Your passport and residence card are ready at the Student Office
- 7/26 (Wed) test 在留カード
- 7/25 (Tue) (test) Regarding your visa renewal / 在留期間更新について
- 7/25 (Tue) Regarding your visa renewal / 在留期間更新について
- 7/21 (Fri) パスポートと在留カードの受け取りについて / Your passport and residence card are ready at the Student Office
- 7/14 (Fri) パスポートと在留カードの受け取りについて / Your passport and residence card are ready at the Student Office
- 7/10 (Mon) Use of Turnitin with Moodle Quizzes / Moodleの小テストでのTurnitinの利用について
- 7/7 (Fri) パスポートと在留カードの受け取りについて / Your passport and Residence card are ready at the Student Office
- 7/3 (Mon) 2023年7月の窓口シフト
- 6/30 (Fri) パスポートと在留カードの受け取りについて / Your passport and residence card are ready at the Student Office

contentnam=wibasbkmu&kjnmnNo=131 3 your visa renewal / 在留期間更新について

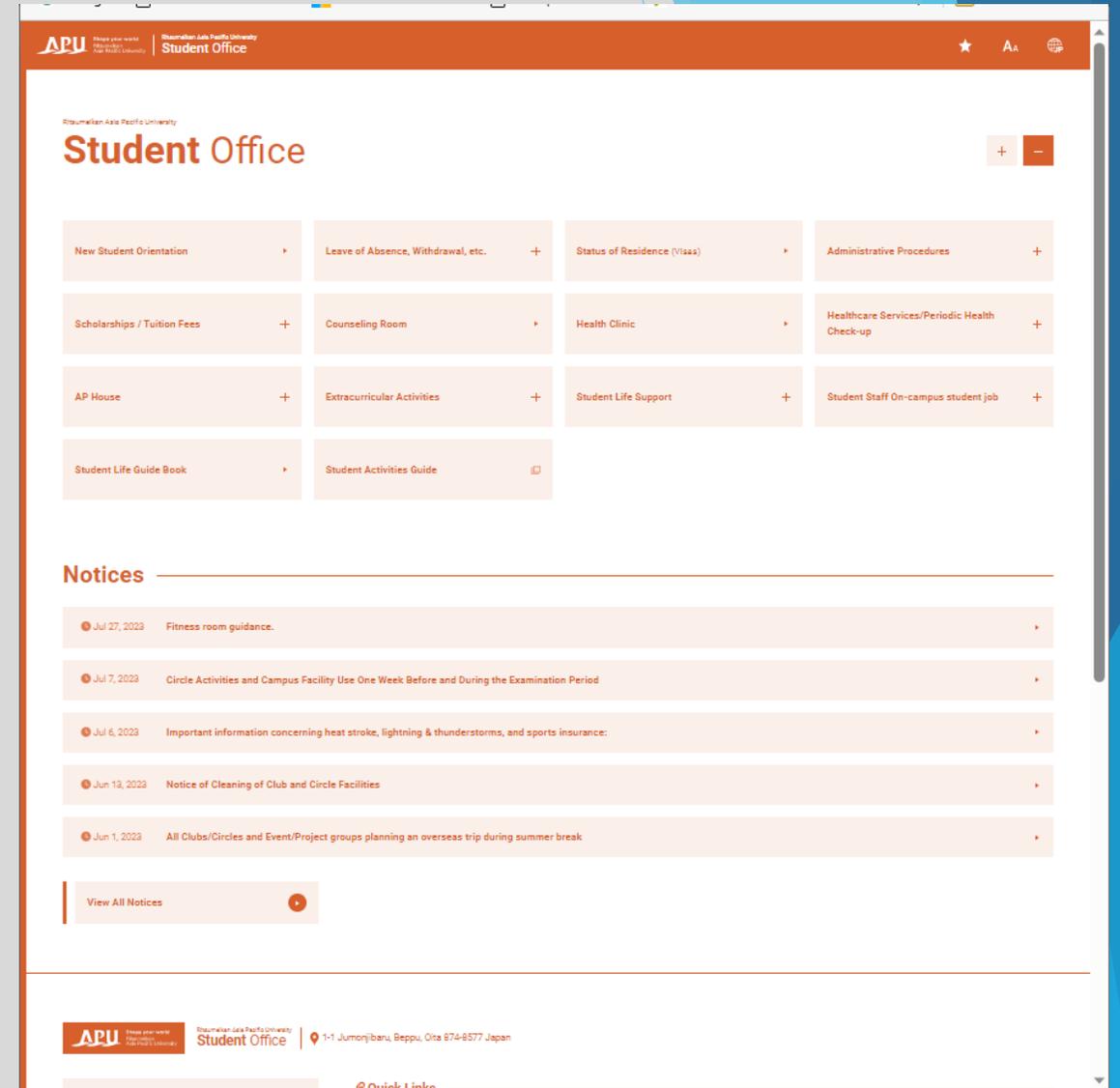
Important messages addressed to you from APU



In case of emergency, we may contact you by phone or email!

In closing

Get the right information from the Student Office homepage and the Campus Life Handbook!





We hope you will have a wonderful life at APU!

From the

APU Student Office