

YOKOHAMA DESIGN COLLEGE JAPANESE LANGUAGE DEPARTMENT GUIDE FOR ADMISSION

1. Course Description

Course	Period	Admission	Capacity
College Preparatory Course	2 year course	April	80 students
	1.5 year course	October	80 students
	1 year course	April	40 students
		October	40 students
Short term Course	1/2/3 months	April / October If you have Japanese level, middle of term possible	20 students

2. Applicant Qualifications

- A) Must have completed standard 12 years' education in applicant's country.
 B) Must be at least 18 years of age and have graduated high school in one's country or obtained qualification to go on to University.

3. Application Fee JPY 25,000 (Twenty five thousand Japanese Yen only)

Application fee should be paid when application documents are submitted. Please note that application fee is not refundable with any reason once it is paid.

4. Period of Application

- A) April Program : Beginning of September to End of October
 B) October Program : Beginning of March to End of April

* There are some possibilities to change the Application period due to Immigration matters.

5. Mailing Address

Send the application documents by EMS, DHL or TNT to the following address or bring all the documents directly to the person in charge after making appointment.

Yokohama Design College
Admission Office

1-33-6 Chuo, Nishi-ku, Yokohama, Kanagawa 220-0051 JAPAN

Phone : (81)45-323-0300 Fax : (81)45-323-0302 E-mail : info@ydc.ac.jp

- Office Open hours : From Monday to Friday (9:00 – 17:00)

(Except National Holidays)

6 Screening

Depends on the nationalities of Applicants, we may ask to sit for a test and an interview with the financial sponsor in their countries. If the financial sponsor lives in Japan, an interview will take place at the college. Otherwise, we are not in a position to accept the application. Also please be noted that we don't tell you the reason why the applicant has failed.

7. Documents Required

- (1) All the documents should be in Japanese or English, if not, Japanese translation is needed .
- (2) Please be noted that you may requested to submit other additional documents such as Copies of the statements of the bank account by the immigration.

< The Documents from the Applicant >

Required Documents	Remarks
a. Application Forms (A-1,2)	* Should be filled in by the applicant
b. Personal Record (B-1,2,3)	
c. Declaration (D-1)	
d. Photo (H 4cm x W 3cm) (5 pcs)	Write the applicant's name on the back of each picture
e. Certificate of Graduation	From the last school graduated, in Original
f. Transcript	Transcript of above school
g. Certificate of Enrollment	If the applicant is currently student
h. Proof of Japanese Language	* If you are currently studying or have studied before
i. Copy of Passport	Photo page, Immigration arrival / departure stamp in Japan, all of your previous stay in Japan.
j. Application for Dormitories	To be submitted 1 month before the entrance

< The Documents from the Sponsor >

Required Documents	Remarks
a. Letter of Support (C-1)	* All the forms should be filled in by the sponsor
b. Declaration (D-1)	
c. Certificate of relationship	ex. Birth Certificate, copy of Family registration
d. Bank Amount Certificate	A letter from the bank of the account of the financial sponsor
e. Certificate of Occupation	From the company or copy of the company register, etc.
f. Certificate of Income	Annual income and tax declaration for the latest 1 year

A sponsor resides in Japan must submit other documents, please ask details to our staff.

8. School Expenses

** Can be paid in partial*

1) Long Term Course

(Japanese Yen)

Contents	1-Year Course	1.5-Year Course	2-Year Course
Application Fee	25,000	25,000	25,000
Admission	70,000	70,000	70,000
Tuition	600,000	900,000	1,200,000
Facility	25,000	35,000	50,000
Material Fee	20,000	25,000	30,000
Activity Fee	18,000	24,000	33,000
Insurance	12,000	17,000	22,000
Miscellaneous	15,000	20,000	25,000
TOTAL	785,000	1,116,000	1,455,000

2) Short Term Course

(Japanese Yen)

	1 month	2 month	3 month
Screening Fee	2,000	2,000	2,000
Admission	15,000	15,000	15,000
Tuition	51,000	102,000	153,000
TOTAL	66,000	117,000	168,000

9. Payment instructions for School expenses etc.

* All the school expenses should be paid right after issuance of “Certificate of Eligibility”. After getting confirmation we will send the original to the applicant.

* Daily expenses and tuition fees must be remitted to the applicant’s account while their stay in Japan. The proof of remittance is required at the Visa Extension.

* Tuition once paid will not be refunded for any reason. However, please contact us in case you cannot enter our college with some reasons.

10. Scholarships

* School offers to our students for JASSO scholarships. You can apply after 1 year’s study at our college.

a. Amount and number of students

JPY48,000 per month, for 6 months

about 2 students (the number changes every year)

b. Criteria : 1st year’s attendance rate is above 99.0%, JLPT N2 pass

Good attitude in class, relationship with classmates

To be able to get recommendation letters from teachers

c. How to choose : We will choose ones based on the result of Japanese

Language Test, Attendance rate, Recommendation letters from your teachers.

11. Part time jobs

* Student visa holders are allowed to work part time job up to **28hours** per week.

School supports find one for those need school help even Japanese Level is not excellent.

i.e.) Logistic Center, Meat chopping factory, Making inflight meal,

Cleaning / Washing dishes / Cooking in a restaurant / Reception at a Hotel

12. Further Study

Students can continue to Higher Education Institute after study of Japanese, such as Universities, Graduate Schools, Vocational colleges. YDC Vocational course offers special discounts to good students to continue from Japanese Language Course.

13. Option Class

We offer free Option Class for Japanese Language students, details are as per below.

* Preparation for JLPT / EJU (Mathematics, Physics, Social Studies)

* Drawing class for Art University

14. School Hostel

We have school dormitories for our students, details are as per below.

Room Layout	1) 3 Bedroom Apartment 2) 3 Bedroom Apartment 3) Dormitory 4) 5 Bedroom Apartment 5) 2 Bedroom Apartment
Capacity of 1 Bedroom	2 people * Kitchen, Toilet, Bathroom are public
Transportation	1) Upper floor of school building (Boys) 2) 12 minutes walk (Girls) 3) 15 minutes walk (Boys, Girls) 4) 1 minute walk (Boys) 5) 10 minutes walk (Boys)
Rent, etc (6months contract)	Move In : JPY20,000 Deposit : JPY20,000 Monthly Rent : JPY35,000 (Shared room) Energy bill (Water, Gas and Electricity) JPY5,000 per month. We will charge the shortage if the bills exceed the limit.

(*1) Please inquire about the latest situation of the room availability.

(*2) We also have contracts with other companies to own dormitories. In case there is no room in our school dormitories, we will introduce the substitute, please tell us your request.

15. Bank Account Details

* Account Name : YOKOHAMA DESIGN GAKUIN

* Name of the Bank : Bank of Yokohama, Fujidana Branch (Branch No. 382)

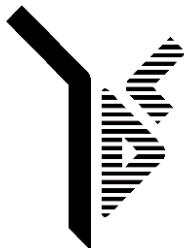
* Bank Address : 1-51 Fujidana-cho, Nishi-ku, Yokohama, Kanagawa 220-0053 JAPAN

* Account Number : 382-1513088 (ORDINARY ACCOUNT)

* SWIFT CODE : HMAJJPJT

* Please fill in the word 'Tuition Fee' and student's name when you pay by bank transfer.

* Bank Receipt's Charge should be paid by the applicant.

 <p>Yokohama Design College</p>	<p>Yokohama Design College Admission Office 1-33-6, Chuo, Nishi-ku, Yokohama, Kanagawa, 220-0051 Japan Tel : + (81)45-323-0300 Fax : + (81)45-323-0302 http://www.ydc.ac.jp/eng E-mail : info@ydc.ac.jp</p>
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