October 2026

To international applicants,

A Guideline for the Application for Certificate of Eligibility for Status of Residence

Those who intend to enter Japan as an international student are required to obtain a "General visa: Student" according to Ministry of Foreign Affairs of Japan. To get the student visa, Certificate of Eligibility for Status of Residence (hereinafter referred to as CoE) is generally required. Thus, university or school, which students are going to enroll, generally applies for CoE to the Immigration Services Agency of Japan in advance.

Once the international applicants who are living abroad receive CoE from the university or school, they need to apply for the student visa at the Embassy of Japan or Japanese Consulate with CoE and other necessary documents. For more information about CoE, please see the following URL:

References;
Immigration Services Agency of Japan
https://www.isa.go.jp/en/index.html

Ministry of Foreign Affairs of Japan
http://www.mofa.go.jp/j_info/visit/visa/long/visa6.html

The University of Electro-Communications asks international applicants to submit all required documents for CoE application when they apply for research students because the CoE application procedure takes time. International student office applies for CoE using the online system provided by the Immigration Services Agency of Japan on behalf of them.

Please submit all required documents listed in the box below on the date of application.

Successful applicants will then be sent a letter of acceptance along with a CoE. As soon as you receive your CoE, please apply for a visa at the Japanese embassy or consulate in your country of residence.

Required Documents

International applicants are required to submit the documents listed below for CoE application when they apply for research students. If public institutions are unable to issue official documents in either Japanese or English, you also need to attach a translation in Japanese or English which includes the translation date and translator's name. Please prepare the documents within 3 months of issuance.

✓ Online CoE Application Form ***Electronic file (EXCEL)***

1. This form can be downloaded from the main page of admission for research students.
2. Please use Japanese or English (Traditional and simplified Chinese characters are not supported in the online system)
3. The application form has 3 sheets in total. Please fill in all of them.
4. Please make sure that the contents are correct
5. Save/submit the file format as ".xlsx"

✓ ID Photo ***Electronic file (JPEG)***

- Jpeg or jpg file
- Clearly to see your face
- height 4cm × width 3cm
- without a background including shadows
- Photographed within 3 months (Important!)

**Please check "Photograph requirements" on the website of Immigration Services Agency of Japan.
https://www.moj.go.jp/isa/applications/guide/photo_info.html

✓ Financial Support Documents ***Original***
e.g.) Copies of bank book (bank passbook)
(including a page in which bank account holder, name of bank, and bank account number are printed)
A certificate of bank balance, A certificate of annual income

✓ If you have a financial supporter, submit a certificate of employment of the supporter and any documents showing a relationship of an applicant and financial supporter.
e.g.) a copy of family registration ***Original or Copy***

✓ A copy of passport (ID page) ***Photocopy***

✓ If you have previously resided in Japan under the status of residence "Student," please provide your attendance and academic transcripts from that period.

✓ Tuberculosis (TB) Clearance Certificate (Required only for applicants from designated countries) ***Copy***

*Successful applicants from the designated countries will be provided with further instructions after their acceptance has been confirmed.

Related Link (for reference):

https://jpets.mhlw.go.jp/index.html

(Japan Pre-Entry Tuberculosis Screening – Ministry of Health, Labour and Welfare of Japan)

If you are unable to enter Japan by the beginning of your enrolled semester date due to reasons such as a delay in obtaining your visa, please contact the International Student Office in advance and inform us of your expected arrival date. Please note that the documents we have received won't be returned to you.

As we will be sending our communication to the email address written on your application form, please provide an e-mail address where we can be sure to reach you.
(UEC will not take responsibility for any issues related to sending or receiving emails.)

Contacts:
International Student Office
The University of Electro-Communications
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Tel: +81-42-443-5117
Email: iso @ office.uec.ac.jp