

STUDENT RECRUITMENT GUIDE

Japanese Language Department

Academic Year 2027

Shimada Educational Institute

Fukuoka Kokudo Kensetsu Technical College (KOKUSEN)

2-7-8 Sanchiku, Hakata-ku, Fukuoka-shi, Fukuoka 〒812-0887

Tel: 092-501-3261 | Fax: 092-502-0210 | <http://www.kokusen.ac.jp>

■ ADMISSION POLICY

Our school is guided by the school motto 'Passion, Effort, Sincerity' and aims to nurture individuals who will make the world a better place through the practice of 'GLI Education' (Global, Local, Individual). We welcome applicants with the following qualities:

- **Passion and Sincerity:** Empathy with the school motto and the ability to engage sincerely in daily study.
- **Global and Local Perspective:** Desire to develop one's own individuality while contributing to the local community and the world.
- **Communication Skills:** An attitude of actively engaging with others across language and cultural barriers to foster mutual understanding.
- **Will to Create the Future:** A commitment to the shared goal of 'creating a better world than the one we were born into' and a determination to study and improve oneself toward that end.

■ COURSES & ENROLLMENT CAPACITY

Department	Course	Duration	Enrollment	Start	Curriculum Goal	Visa Status
Japanese Language Department	Higher Education Preparation 1-Year Course	1 Year	40	April	Attain B2-level Japanese proficiency (CEFR for Japanese Language Education) required for higher education.	Student
	Higher Education Preparation 2-Year Course	2 Years	80	April	Same as above	Student
	Higher Education Preparation 1.5-Year Course	1.5 Years	20	October	Same as above	Student

■ ELIGIBILITY REQUIREMENTS

Applicants must meet all of the following conditions:

- (1) Must have completed 12 or more years of school education abroad, or have completed an equivalent curriculum.
- (2) Must be 18 years of age or older at the time of enrollment.
- (3) Must meet the following basic academic requirements:
 - 2-Year Course: A1-level Japanese proficiency OR 150+ hours of Japanese study history.
 - 1.5-Year Course: A2-level Japanese proficiency.
 - 1-Year Course: B1-level Japanese proficiency.

Reference standards:

A1: JLPT N5 / J.TEST F / NAT-TEST Level 5 / JPT 315 pts

A2: JLPT N4 / J.TEST E / NAT-TEST Level 4 / JPT 375 pts

B1: JLPT N3 / J.TEST D / NAT-TEST Level 3 / JPT 430 pts

Valid proficiency tests: JLPT, J.TEST, NAT-TEST, JPT. Documents must show test name, level, and score.

Study history certification (150+ hours) must be issued by an educational institution (university, vocational school, junior/senior high school, or Japanese language school) and include: name, address, contact of issuer, study period, and total study hours.

(4) Must have a strong will to study Japanese.

(5) Must have the financial capacity to pay tuition and living expenses during the study period in Japan, or have a reliable financial sponsor.

(6) Must not have violated Japanese laws and received any penalty. Must not have previously been denied a Certificate of Eligibility for a 'Student' visa (unless the school determines a re-application is appropriate).

(7) For emergency communication and daily guidance purposes, must have basic communication ability in English, Nepali, or Hindi (the school's designated student guidance languages).

(8) Must be in good physical and mental health, and must comply with Japanese laws and school regulations.

■ APPLICATION & SELECTION PROCESS

(1) Application Period:

1-Year / 2-Year Courses (April intake): August 31, 2026 – October 30, 2026

1.5-Year Course (October intake): March 1, 2027 – April 30, 2027

Monday – Friday (excluding Japanese national holidays), 9:00 AM – 4:00 PM

(2) How to Apply: Submit the Application Form (Form 1) and Resume/Statement of Purpose (Form 2) to the school.

Email: kokusen@mocha.ocn.ne.jp

*Applications may close early if enrollment capacity is reached.

(3) Selection Method: Screening is conducted via interview (online or in-person) and document review. After your application is received, you will be notified of your interview schedule.

(4) Results Notification: Results will be sent to the applicant or their agent (e.g., education agency) by email approximately one week after the interview.

Successful applicants must prepare and submit the required documents to the school.

■ REQUIRED DOCUMENTS

(1) Please submit all documents by the specified deadline. Original documents (e.g., graduation certificates) will be returned; other documents will not.

(2) All documents must be accompanied by a Japanese translation.

(3) Each certificate is valid for 3 months from its date of issue. Certificates issued earlier cannot be accepted.

(4) Each certificate must include the institution's address, phone number, email address, and the title, name, and signature of the issuing officer.

Documents Relating to the Applicant:

#	Document	Notes
1	Application Form	School-designated form. Use the Western calendar. Enter address including house/room number.
2	Resume & Statement of Study Purpose	Include full educational history from primary school with no gaps. Provide full addresses for schools/employers. If you started primary school before age 5 or after age 8, or attended for other than 6 years, provide a certificate. State the purpose of study and the specific higher education institution you wish to attend.
3	Highest Academic Qualification	Original diploma or graduation certificate. University graduates must also submit degree certificate.
4	Enrollment / Employment Certificate	Only required if currently enrolled in school or employed.
5	Japanese Language Study	Proof of 150+ hours of study, OR Japanese language test certificate

	Certificate	(including score report). See eligibility requirements.
6	Photographs (4 copies)	4cm × 3cm. Taken within 6 months. No hat, no background. Write your name on the back.
7	Copy of Passport	If you have a passport: submit a copy of the photo page. If not: submit a copy of your national ID.
8	Medical Certificate	Including chest X-ray taken within 180 days.

Documents Relating to the Financial Sponsor:

#	Document	Notes
9	Financial Support Statement	Describe specifically how you will cover costs. If the sponsor is not a family member, a detailed reason letter is required.
10	Family Relationship Proof	Family register, official birth certificate, or similar official document.
11	Bank Balance Certificate	Must show bank address, phone number, and name of bank officer.
12	Income / Employment Certificate	Employees: employment certificate + annual income proof for 1+ years. Self-employed/business owners: business license copy, tax certificate, tax return, etc.

*Sponsors residing in Japan may be required to provide additional documents such as resident card and tax certificate. Please contact us for details.

■ FEES

(1) Application/Screening Fee: ¥20,000

(2) Tuition Fees:

	1-Year Course	2-Year Course (Year 1)	2-Year Course (Year 2)	1.5-Year Course (Year 1)	1.5-Year Course (Year 2, 6mo)
Enrollment Fee	¥70,000	¥70,000	—	¥70,000	—
Tuition	¥680,000	¥680,000	¥680,000	¥680,000	¥340,000
Materials Fee	¥20,000	¥20,000	¥20,000	¥20,000	¥10,000
Total	¥770,000	¥770,000	¥700,000	¥770,000	¥350,000

(3) Other Fees (health checkup, national health insurance, accident insurance, test fees, etc.):

1-Year Course: ¥60,000

2-Year Course: Year 1 ¥60,000 / Year 2 ¥60,000

1.5-Year Course: Year 1 ¥60,000 / Year 2 ¥40,000

(4) Bank Transfer Details:

Bank Name: THE NISHI-NIPPON CITY BANK, LTD

Branch: ZASSHONOKUMA BRANCH

Account Type: FUTUUYOKIN (Ordinary) Account No.: 0468434

Account Name: GAKKOUHOJIN SHIMADA GAKUEN

Swift Code: NISIJPJT Phone: +81-92-501-3261

(5) Refund Policy:

The application/screening fee is non-refundable. Other fees may be refunded under the following conditions:

Before enrollment:

- If Certificate of Eligibility (COE) is not issued: No payment is made prior, so there is no refund.
- If visa is not issued: All fees except the screening fee will be refunded.
- If you withdraw after COE/visa issuance but before arrival in Japan: All fees except the screening fee, enrollment fee, and dormitory-related fees will be refunded (after confirming return of documents and non-

arrival).

After enrollment:

- Enrollment fee and tuition up to the month of withdrawal/expulsion are non-refundable. Prepaid unused tuition and other fees will be calculated and refunded per school regulations.
- Special circumstances (natural disaster, fire, etc.) may allow partial or full refunds at school's discretion.

■ CLASS SCHEDULE

Monday – Friday

Morning sessions: 8:50–12:00 (2 × 90-minute classes)

Afternoon sessions: 13:00–16:10 (2 × 90-minute classes)

*The school will assign morning or afternoon sessions based on enrollment numbers.

■ SCHOLARSHIP

After enrollment, students with outstanding academic performance may be selected to receive the Shimada Scholarship (¥60,000–¥120,000 per year).

■ DORMITORY

In principle, all students must live in the school dormitory for at least the first year. Dormitories are located within a 10–20-minute bicycle ride from the school. Dormitory assignment is made by the school.

Examples of available dormitories:

	SUNS' 5	Wisteria II	Kasuga Seiko
Address	5-31-5 Hinode-machi, Kasuga City	5-165 Sugukita, Kasuga City	1-143 Suguminami, Kasuga City
Distance / Cycling Time	1.5 km (6 min)	2.1 km (9 min)	2.3 km (11 min)
Room Size	approx. 20 m ²		

Room features: Shared double room (in principle). Each room includes: kitchen, bathroom with shower, gas or IH stove, toilet, air conditioner, table, washing machine, rice cooker, refrigerator, microwave.

Items provided at move-in: Futon set, frying pan, pot, kitchen knife, etc.

Dormitory Fees (first 6 months):

Move-in Fee	Management Fee	Fire Insurance	Dormitory Fee (6 months)	Total
¥60,000	¥30,000	¥1,500	¥120,000	¥211,500

*Electricity, gas, and water costs are borne by each student (approx. ¥7,000/month per person).

■ ESTIMATED MONTHLY LIVING EXPENSES

In addition to tuition, international students living in Fukuoka will need to budget for food, utilities, communication, and other costs. Please use the table below as a reference when planning your finances.

Category (Monthly Average, Private Foreign Students in Fukuoka)	Amount
Housing	¥29,000
Food	¥27,000
Utilities	¥7,000
Daily sundries	¥8,000
Entertainment/leisure	¥5,000
Medical/insurance	¥3,000

Other	¥16,000
TOTAL	¥95,000

*Source: Japan Student Services Organization (JASSO), FY2023 Survey on Living Conditions of Private Foreign Students.

■ RESIDENCE STATUS FOR INTERNATIONAL STUDENTS

(1) To study at this school in Japan, a 'Student' residence status under the Immigration Control and Refugee Recognition Act is required in principle. Students with other residence statuses may not be eligible for medical subsidies and other support programs available to international students.

(2) Students with 'Student' status may engage in part-time work (activities outside the scope of residence status) for up to 28 hours per week (different rules apply during long school holidays). However, part-time income alone is not sufficient to cover tuition and living expenses. Therefore, sufficient financial planning is required from enrollment through graduation.

(3) Persons recognized as antisocial forces are not eligible for admission. If such facts become known after enrollment, the school may revoke the admission.

■ PART-TIME WORK (ACTIVITIES OUTSIDE STATUS)

(1) Permission & Notification: Before starting any part-time job, you must obtain 'Permission for Activities Outside Status of Residence' from the Immigration Services Agency. You must also notify the school's student life advisor when you start work.

(2) Hours & Types: Part-time work is limited to 28 hours per week (up to 8 hours/day and 40 hours/week during long school holidays). By law, work in adult entertainment venues (hostess bars, gambling-related businesses, etc.) and exceeding the allotted hours is strictly prohibited.

(3) Any violation of laws related to activities outside status will result in strict disciplinary action under school regulations.

■ HEALTH INSURANCE & MEDICAL EXPENSES

(1) National Health Insurance (NHI): Students with 'Student' status are required to enroll in Japan's public medical insurance system (NHI). In principle, you will be responsible for 30% of medical costs.

(2) Student Accident/Injury Insurance: All students are enrolled in the 'Student Accident/Injury Insurance (with commuting rider)' through the Vocational Education & Career Education Foundation, as well as a partner accident insurance policy.

Coverage includes: injuries during commute, school events, or classes; and liability for injuries to others or damage to property.

(3) Important notes: Insurance does not guarantee full coverage. Depending on the circumstances or degree of fault, insurance may not apply or the payout may not cover all losses. Injuries can affect your health, academics, graduation, and future plans. Please always observe traffic rules and take every precaution to protect your safety.

(4) Insurance fees are included in the 'Other Fees' listed in this guide and must be paid in full at the time of enrollment.

■ PERSONAL INFORMATION HANDLING

(1) Documents and personal information submitted at the time of application will be used solely for the purposes of screening, enrollment procedures, and related academic administration. Information will be strictly managed to prevent leaks or unauthorized use.

(2) To verify the authenticity of submitted documents, the school may make inquiries to the issuing institutions or related organizations. By submitting an application, you consent to this verification process.

(3) Gender information as recorded in family registers will be collected as necessary for smooth management of enrollment screening and student records. This information will not affect admission decisions in any way.

For inquiries, please contact: kokusen@mocha.ocn.ne.jp