



明德義塾高等学校

**MEITOKU GIJUKU  
SENIOR HIGH SCHOOL**

# ***APPLICATION FORMS***

〈外国人留学生入学試験必要書類〉

## ***C O N T E N T S***

- (1) Sample of a complete Application Form
- (2) Application Form
- (3) Form for Reason for Studying Overseas and Future Plans
- (4) Financial Guarantee Consent Form

Please fill out the above mentioned forms clearly and neatly with a pen .

# Preparing to Enter School

## 1 Paperwork to be Filed


- A. Application Form
- B. Reason for Study Overseas and Future Plans
- C. Financial Guarantee Consent for Study Overseas  
Note: The above are to be completed on the forms provided by the school.
- D. Four (4) Photographs (4 cm high and 3 cm wide)  
Note: This should have been taken within three months and with your name, birth date and nationality written on the back in ink.
- E. An original of the graduation certificate (diploma) from the last institution of formal education that you attended.  
Note: This must show that you have completed at least nine years of formal education in your home country. Those presently enrolled in high school must send their junior high school diploma and a certificate of enrollment in high school.
- F. A transcript of grades from the last school you attended (this must have the seal of the principal and the school)
- G. A copy of your passport (for those who already have one)
- H. A bank statement for the financial guarantor.  
Note: This must show a balance of at least two million yen or its equivalent.
- I. A certificate of employment for the financial guarantor.
- J. A certificate of income for the financial guarantor.
- K. Certificate of Japanese Language Study  
Note: Minimum duration of study: 12 months  
This must show the name of the school, the period of study and the course content.
- L. An official document showing the relationship between the applicant (prospective student) and the financial guarantor.

- 2 After the paperwork has been inspected, the applicant will be notified of the time and place for the written entrance exam and interview (at selected cities in your home country).
- 3 The interview will be carried out with the applicant's the guardian. A detailed reason for wanting to study overseas, what you want to do after graduation and statements about the family's financial situation are mainly what will be discussed.
- 4 Once You Have Passed the Entrance Exam
  1. The school will apply for your Certificate of Eligibility with the Japanese Ministry of Justice.
  2. Once your Certificate of Eligibility has been authorized, the school will send you a Letter of Acceptance and a copy of your Certificate of Eligibility along with other paperwork.
  3. As soon as you have received these materials, please send one year's worth of tuition, fees, room and board to the school's bank account.
  4. Upon receipt of the money, the school will send you the original of the Certificate of Eligibility by mail.
  5. After you receive the Certificate of Eligibility, take it directly to the nearest Japanese Embassy or Consulate and exchange it for your visa to come to Japan.
- 5 To provide for a smooth admission to school, the new student will be informed by the teachers in the Japanese Course of Meitoku about when the best time is for flying to Japan.
- 6 How to pay for your tuition and fees, room and board: by bank transfer.

You will be informed of the school's bank account number, etc., at a later date.  
Once the tuition, fees, room and board has been transferred to the school's bank account, they cannot be refunded, irrespective of the reason.

# SAMPLE OF COMPLETED APPLICATION FORM (願書記載例)

When you fill out the forms, please read the direction carefully and type or print clearly and neatly.



明德義塾高等学校  
MEITOKU GIJUKU  
SENIOR HIGH SCHOOL

## APPLICATION FORM (願書)

Please type or print clearly and neatly. (丁寧に記入して下さい。)

Name in Full (in alphabet) (氏名)	Family name (姓) <b>Dauruang</b>	Photo taken with in three months of the application without hat 写真添付 無帽・3ヵ月以内 (4cm×3cm)
	Given name (名) <b>Nattawud</b>	
Nationality (国籍)	<b>Thailand</b>	<input checked="" type="checkbox"/> Male (男) / <input type="checkbox"/> Female (女)
Date of Birth (誕生日)	<b>1990</b> Year <b>7</b> Month <b>16</b> Day	Age (年齢) <b>16</b>
Occupation (職業)	<b>Student</b>	<input type="checkbox"/> Married (既婚) / <input checked="" type="checkbox"/> Single (未婚)
Home Address (自宅住所)	<b>20 Bangkok-Nothamburi Road, Soi 12, Wongsawang, Bangsue, Bangkok</b>	Birthplace (出生地) <b>BANGKOK</b>
Present Address (現住所)	<b>Same as above</b>	Telephone Number (電話番号) <b>+66-2-256-7808</b>
Passport No. (旅券番号)	<b>G 713426</b>	Expiry Date (有効期限) <b>2010</b> Year <b>10</b> Month <b>29</b> Day

### FAMILY DETAILS (家族)

Name in Full (氏名)	Relationship (続柄)	Age (年齢)	Occupation (職業)	Name of Employer or School (勤務先・学校名)	Location (所在地)
<b>Pravat Nattawud</b>	<b>Father</b>	<b>47</b>	<b>Engineer</b>	<b>Bangkok Engineering Services &amp; Technology Co.Ltd</b>	<b>Bangkok</b>
<b>Ratana Nattawud</b>	<b>Mother</b>	<b>42</b>	<b>Lawyer</b>	<b>Chand &amp; Thong-ek Law Office, Ltd</b>	<b>Bangkok</b>
<b>Pojana Nattawud</b>	<b>sister</b>	<b>10</b>	<b>Student</b>	<b>Sriwittayapaknam Primary School</b>	<b>Bangkok</b>

### EDUCATIONAL BACKGROUND (学歴)

Note: List in Chronological order, all the schools you have attended (including primary school) (年代順に記入して下さい。)

Name of School (学校名)	Location (所在地)	Date of Entrance (入学年月日)			Date of Graduation (卒業年月日)			Duration (期間)
<b>Sriwittayapaknam Primary School</b>	<b>Bangkok</b>	<b>1997</b> Year	<b>05</b> Month	<b>18</b> Day	<b>2003</b> Year	<b>03</b> Month	<b>31</b> Day	<b>6</b> Years
<b>Sriwittayapaknam Secondary School</b>	<b>Bangkok</b>	<b>2003</b> Year	<b>05</b> Month	<b>18</b> Day	<b>2006</b> Year	<b>03</b> Month	<b>30</b> Day	<b>3</b> Years

### RECORD OF JAPANESE LANGUAGE STUDY (日本語学習履歴)

Name of School (学校名)	Location (所在地)	Date of Entrance (開始年月)		Date of Completion (終了年月)	
<b>The Japan Foundation Bangkok</b>	<b>Bangkok</b>	<b>2004</b> Year	<b>5</b> Month	<b>2005</b> Year	<b>10</b> Month

### JAPANESE LANGUAGE ABILITY (日本語能力)

Have you taken Proficiency Test? (日本語能力検定受験状況)  Yes (受験) /  No (未受験)

If yes, What is your grade? (受験の場合は、受験級を記入)  4  3  2  1 Grade (級)  Passed (合格) /  Not Passed (不合格)

Score of test (成績) Grade (級) [ **3** ] Score (点) [ **300** ]

### PREVIOUS STAY IN JAPAN (日本滞在経験)

Past Entry to Japan (過去の日本入国回数) [ **1** ] Times (回数)

Date of Arrival (入国年月日)			Date of Departure (出国年月日)			Visa Status (在留資格)	Purpose of Stay (滞在目的)	Places visited (訪問場所)
<b>2002</b> Year	<b>11</b> Month	<b>01</b> Day	<b>2002</b> Year	<b>12</b> Month	<b>16</b> Day	<b>Tourist</b>	<b>Sightseeing</b>	<b>Tokyo, Osaka</b>

### RELATIVES IN JAPAN (日本在住親族)

Name in Full (氏名)	Relationship (続柄)	Date of Birth (生年月日)	Place of Office / School (勤務先・学校名)	Visa Status (在留資格) Residence Card No. (在留カード番号)
<b>N/A</b>				

DATE (出願日) [   ] Year (年) [   ] Month (月) [   ] Day (日)

SIGNATURE (署名) \_\_\_\_\_

Home address should be where your parents usually reside.

Please write the address in detail including the apartment room number (where applicable)

Your information is not necessary in this section.

Telephone number should be your home phone number (not mobile), and please include the area code.

When you complete this section, please check with your original documents and/or certificates and copy the exact information

Those who are still attending school should write "in attendance" for the most recent school

Location should include city and Prefecture/province.

Write your two most recent visits into Japan.

Date should be the same date as the Entrance Exam Application Form.

Location should include city and Prefecture/province.

## Notes for Financial Guarantee Consent Form

- Please type or print clearly and neatly.
- Telephone number should be your home phone number with area code.
- Annual Income should be your local currency. (not necessary to convert into Japanese currency)

# APPLICATION FORM (願書)



Please type or print clearly and neatly. (丁寧に記入して下さい。)

Name in Full (in alphabet) (氏名)	Family name (姓)				Photo taken with in three months of the application without hat 写真添付 無帽・3ヵ月以内 (4cm×3cm)	
	Given name (名)					
Nationality (国籍)				<input type="checkbox"/> Male (男) / <input type="checkbox"/> Female (女)		
Date of Birth (誕生日)	20 年 Year	月 Month	日 Day	Age (年齢)		
Occupation (職業)	<input type="checkbox"/> Married (既婚) / <input type="checkbox"/> Single (未婚)		Birthplace (出生地)			
Home Address (自宅住所)				Telephone Number (電話番号)		
Present Address (現住所)				Telephone Number (電話番号)		
Passport No. (旅券番号)			Expiry Date (有効期限)	年 Year	月 Month	日 Day

## FAMILY DETAILS (家族)

Name in Full (氏名)	Relationship (続柄)	Age (年齢)	Occupation (職業)	Name of Employer or School (勤務先・学校名)	Location (所在地)

## EDUCATIONAL BACKGROUND (学歴)

Note: List in Chronological order, all the schools you have attended (including primary school) (年代順に記入して下さい。)

Name of School (学校名)	Location (所在地)	Date of Entrance (入学年月日)			Date of Graduation (卒業年月日)			Duration (期間)
		Year	Month	Day	Year	Month	Day	

## RECORD OF JAPANESE LANGUAGE STUDY (日本語学習経歴)

Name of School (学校名)	Location (所在地)	Date of Entrance (開始年月)		Date of Completion (終了年月)	
		Year	Month	Year	Month

## JAPANESE LANGUAGE ABILITY (日本語能力)

Have you taken Proficiency Test? (日本語能力検定受験状況)	<input type="checkbox"/> Yes (受験)	<input type="checkbox"/> No (未受験)
If yes, What is your grade? (受験の場合は、受験級を記入)	<input type="checkbox"/> 4 <input type="checkbox"/> 3 <input type="checkbox"/> 2 <input type="checkbox"/> 1 Grade (級)	<input type="checkbox"/> Passed (合格) / <input type="checkbox"/> Not Passed (不合格)
Score of test (成績)	Grade (級) [                      ]	Score (点) [                      ]

## PREVIOUS STAY IN JAPAN (日本滞在経験)

Past Entry to Japan (過去の日本入国回数) [                      ] Times (回数)

Date of Arrival (入国年月日)			Date of Departure (出国年月日)			Visa Status (在留資格)	Purpose of Stay (滞在目的)	Places visited (訪問場所)
Year	Month	Day	Year	Month	Day			

## RELATIVES IN JAPAN (日本在住親族)

Name in Full (氏名)	Relationship (続柄)	Date of Birth (生年月日)	Place of Office / School (勤務先・学校名)	Visa Status (在留資格) Residence Card No. (在留カード番号)

DATE (出願日) [                      ] Year (年) [                      ] Month (月) [                      ] Day (日)

SIGNATURE (署名)

# Reason for Studying Overseas and Future Plans

〈留学目的及び進路計画〉



明德義塾高等学校

MEITOKU GIJUKU  
SENIOR HIGH SCHOOL

Please type or print clearly and neatly. 〈丁寧に記入して下さい。〉

## (1) How long do you plan to study in Japan? 〈予定留学期間〉

Meitoku 〈明德〉	University or Technical College 〈大学・専門学校〉	Total 〈合計〉
年 Year	年 Year	年 Year

## (2) After Graduating from Meitoku? 〈本校卒業後の進路先〉 (Please mark or check. )

Government University 〈国公立大学〉	Private University 〈私立大学〉	Junior College 〈短期大学〉	Technical College 〈専門学校〉	Others 〈その他〉
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## (3) Why do you want to study overseas? 〈留学理由〉

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## (4) Why do you want to study at Meitoku Gijuku High School? 〈明德義塾高等学校を志望する理由〉

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## (5) Plans after graduating from Meitoku Gijuku High School 〈卒業後の進路計画〉

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DATE〈出願日〉 [                      ] Year〈年〉 [                      ] Month〈月〉 [                      ] Day〈日〉

NAME〈氏名〉

SIGNATURE〈署名〉

# Financial Guarantee Consent Form

〈留学経費支弁者同意書〉



明德義塾高等学校  
MEITOKU GIJUKU  
SENIOR HIGH SCHOOL

Please type or print clearly and neatly.〈丁寧に記入して下さい。〉

Applicant's Name 〈留学申請者氏名〉	
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## FINANCIAL GUARANTOR'S DETAILS 〈経費支弁者詳細〉

Name in Full 〈氏名〉	Age 〈年齢〉	<input type="checkbox"/> Male〈男〉 / <input type="checkbox"/> Female〈女〉	
Present Address 〈現住所〉	Telephone Number 〈電話番号〉		
Name of Employment 〈勤務先〉	Occupation & Position 〈職名・役職〉		
Address of Employer 〈勤務先住所〉	Telephone Number 〈勤務先電話番号〉		
Relationship to Applicant 〈申請者との関係〉	Annual Income 〈年収〉		

## Reason for Consent of Financial Guarantee 〈経費支弁同意の理由〉


DATE〈出願日〉 [                    ] Year〈年〉 [                    ] Month〈月〉 [                    ] Day〈日〉

Guarantor's Signature and Stamp 〈経費支弁者署名捺印〉

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