

Sample List

Basic Documents Required for Highly Skilled Professional Visa

1. Employee-side (applicant):

- ① University graduation certificate (Copy)
- ② University course GPA and grades for all modules (Copy)
- ③ JLPT certificate (Copy) OR ④
- ④ Completion certificate and attendance sheet (both copies) of a Japanese language course
- ⑤ Income tax declarations
- ⑥ Completed Point Table*
- ⑦ Completed application form*
- ⑧ Passport (copy)
- ⑨ One 4cm by 3cm full colour photograph taken within the last 6 months

2. Employer-side (applicant's hiring company):

- ① Certificate of Registered Matters
- ② The latest Statement of Accounts
- ③ Withholding and Payment Records
- ④ Employment Contract

*available on Japanese Immigration Bureau's website