

## Sample List

### Basic Documents Required for Instructor Visa

#### 1. Employee (applicant):

- ① University graduation certificate (Copy)
- ② University course GPA and grades for all modules (Copy)
- ③ Curriculum Vitae
- ④ Teaching certification or proof of relevant teaching experience
- ⑤ Application form\*
- ⑥ Passport (copy)
- ⑦ One 4cm by 3cm full colour photograph taken within the last 6 months

#### 2. Employer (applicant's hiring company):

- ① Employment contract
- ② Detailed information about school's location, size and employees

\*available on Japanese Immigration Bureau's website