

Refund Policy

Before entering Japan

【1】 In the case that the student cancels the admission without applying for visa after COE has been issued

Application fee	Enrollment fee	Tuition and material fee	Move-in fee
×	×	○	○
Details	Tuition and material fee and move-in fee are to be refunded.		
Conditions	The admission letter and COE need to be returned		

【2】 In the case that Embassy of Japan/ Consulate doesn't issue visa

Application fee	Enrollment fee	Tuition and material fee	Move-in fee
×	×	○	○
Details	Tuition and material fee and move-in fee are to be refunded.		
Conditions	The admission letter needs to be returned. Proof of documents that visa issuance has been denied by the Embassy/Consulate of Japan need to be submitted.		

【3】 In the case that the student cancels the admission before entering Japan after obtaining visa

Application fee	Enrollment fee	Tuition and material fee	Move-in fee
×	×	○	○
Details	Tuition and material fee and move-in fee are to be refunded.		
Conditions	The admission letter needs to be returned. Proof that the visa is unused and expired needs to be submitted (a copy of "the passport page with the visa and the void stamp", or a document that shows that the visa has been expired).		

After entering/enrollment

【4】 In the case that the student cancels the admission after entering Japan

Application fee	Enrollment fee	Tuition and material fee	Move-in fee
×	×	△	×
Details	Application fee, enrollment fee and move-in fee are NOT to be refunded. Tuition and material fee for half a year is to be refunded.		
Conditions	Confirmation of return to home country.		

【5】 In the case that the student's arrival is later than the class starting date

Application fee	Enrollment fee	Tuition and material fee	Move-in fee
×	×	×	×
Details	Tuition fee, material fee, and move-in fee for the duration of the student's absence due to delay of arrival in Japan are NOT to be refunded. However, if the reason of delay is found to be caused by unavoidable circumstances and change of the admission period has been approved, the tuition, material fee and move-in fee are shifted to the revised term.		

【6】 In the case that the student submits a school withdrawal letter (Taigakutodoke) and withdraws from school

Application fee	Enrollment fee	Tuition and material fee	Move-in fee
×	×	△	×
Details	Tuition and material fee for following term is to be refunded		
Conditions	Refunds will be made only if the principal approves the withdrawal and recognizes that it is subject to refund. Returnees must submit documents to certify his/her return home. Those remaining in Japan must submit proof of documents to certify his/her new status or new institution.		

【7】 In the case that student is not able to renew the visa, get expelled from school or face deportation.

Application fee	Enrollment fee	Tuition and material fee	Move-in fee
×	×	×	×
Details	NO REFUNDS ISSUED UNDER ANY CIRCUMSTANCES.		

【8】 In the case that the class is canceled due to unavoidable circumstances such as natural disasters or infectious disease

Application fee	Enrollment fee	Tuition and material fee	Move-in fee
×	×	×	×
Details	NO REFUNDS ISSUED UNDER ANY CIRCUMSTANCES.		

* ○…Full refund △…Partial refund ×…No refund

* Move-in fee: includes 6 months dormitory fee, tableware and futon fee. After 7th month, payment will be made one month in advance. In case of school withdrawal, dormitory fee after 7th months is subject to refund.

* In principle, payments and move-in fees are to be refunded each semester.

1 Payments are to be refunded through students him/herself, his/her sponsors or his/her agencies.

2 The transfer fee for refunding shall be borne by the recipient.