

Visiting Scholar Visa Application Process and Materials

JCMU needs the following materials to facilitate a visiting scholar visa application. Items 1-6 will be submitted to JCMU-Hikone to facilitate processing a Certificate of Eligibility (CoE). The CoE is then sent back to the JCMU program office. At this point JCMU will notify you to send your passport to the JCMU office at MSU. The CoE is then submitted (by the Japan Center) along with items 7-8 to the Consulate General of Japan – Detroit for final visa processing.

1. 2 passport photos (4.0cm high by 3.0cm wide; showing head and shoulders)
2. Following information:
 - Marital Status
 - Occupation
 - Permanent Residence (Name of city and state)
 - Number of persons accompanying applicant to Japan
 - Past entry into Japan (give year(s), length of stay)
 - Name(s) of any immediate family currently residing in Japan. (Specify relationship, age, nationality, occupation, status of residence).
3. A copy of your Curriculum Vitae
4. Your highest earned diploma (This will be returned to you)
5. An original document from their university certifying their current employment at that university, specifying their current rank or status and the date of initial employment.
6. A photo copy of your passport

7. A copy of your contract with JCMU
8. Completed visa application
9. Passport

In order to obtain a similar certificate for accompanying family members, the following is needed of each individual.

1. Two photographs (as described in number 1 above).
2. Information to be filled out on application form (as described in number 2).
3. A photocopy of a document establishing relationship with the applicant (e.g. marriage or birth certificate), this must indicate the authority with which the event was registered in the home country (and in Japan, if applicable) and the date(s) of registration.
4. A photocopy of your passport
5. A photocopy of your accompanies' contact.

We will send materials to Japan for processing as soon as they are received. CoEs, passports, and visa applications will be submed as soon as possible within 90-day of your scheduled arrival in Japan.