# Reinstatement or Readmission : Visa Application

Applying for a Certificate of Eligibility (COE)

- ・ The student status section in Student Office sends the reinstatement or readmission documents.
- ・ The VISA section in Student Office sends a message about application for COE **by APU e-mail**. You will apply for COE via online system.

Prepare the documents
to be submitted

Send reinstatement or readmission and COE application documents to the s Student Office. You need to submit COE application by online and need to send documents for COE by post.

Reinstatement or

Readmission Granted

Visa Application

Process

If your application is granted, the Student Office will send the reinstatement or readmission notice and other documents to the address you provided on the address label.

The Student Office VISA manager checks your COE application, then submits it to the Immigration Bureau.

The Student Office visa manager sends the COE issued by immigration to the address provided on the COE application.
(Early September or early March)

Receive reinstatement or readmission notification, etc.

When you receive your COE, take it with the included documents to the Embassy (or Consulate) of Japan in your country.
Apply for a student visa.

Students must look for housing on their own. For help with housing information, please contact:
**Creotech APU Office**
**Phone: 0977-78-1158**
**Email: creotech@apu.ac.jp**

Receive your student visa when it is ready.