Accepted by the School

US Citizen/Dual Citizen/Green Card

Documents to submit to the school:
- Questionnaire about US Status
- Copy of biographic page of passport or green card

Dependent Visa Holders: E, G, H, I, J, L, M, or O etc.

Documents to submit to the school:
- Questionnaire about US Status
- Copy of biographic page of passport
- Copy of visa

No Visa - must apply for F-1 (student) visa

Documents to submit to the school:
- Questionnaire about US Status
- Application for Form I-20
- Copy of biographic page of passport
- Copy of W-2/Certificate of Annual Salary in English

Step 1

Show original documents of Step 1 to an international student advisor at the Pre-entry program in August.
Now you can legally study at the school.

Step 2

The following documents will be issued by the school:
- Supporting letter
- Form I-20
- Receipt if the Office of Accounting and Facilities can confirm your payment of admission fee and tuition

Step 3

Submit Form DS-160 from [https://ceac.state.gov/genniv/](https://ceac.state.gov/genniv/) upon receipt of the documents from Step 2 and make an appointment with the US Embassy through [http://www.ustraveldocs.com/](http://www.ustraveldocs.com/).

Step 4

Interview at US Embassy

Step 5

Obtain F-1 (student) visa

Final

Show the originals of your passport, F-1 visa, and Form I-20 at the Pre-entry program in August. Now you can legally study at the school.
# Changing Your Status from Dependent Visa to F-1 (Student) Visa

## To obtain an F-1 visa from outside the US

**Step 1:** Submit the following documents to the Office of Human Resources and General Affairs:

- Application for Form I-20
- Copy of the biographic information section of your passport
- Copy of your visa
- Copy of W-2 or Certificate of Annual Salary in English

**Step 2:** The following documents will be issued by the school:

- Supporting letter
- Form I-20
- Certificate of enrollment*
- Transcript *
  *$5 will be deducted from the student’s deposit on materials for each of these documents.


**Step 4:** Interview at US Embassy in your country

**Step 5:** Obtain F-1 (student) visa

**Step 6:** Return to school in the US

## To change your status from within the US

Please consult with an Immigration Attorney.

We do not recommend this method because:

- It will take three to six months to receive approval from the USCIS. During this time, you are prohibited to depart from the US.
- You must return to Japan to receive the F-1 visa stamp in your passport.