

## Changing the status of residence of “Student” to “Designated Activities (permitted to work part-time for 6 months, within 28 hours a week)”

Foreign nationals staying with the status of residence of “Student” and who wish to work will be permitted to change their status of residence to “Designated Activities (permitted to work part-time for 6 months, within 28 hours a week)”.

Before application, you must notify and consult your academic supervisor, and the Student Affairs Office of your Faculty or Graduate School about your situation.

In preparing the necessary documents for application, use the checklist published by the Immigration Services Agency of Japan, and read the following supplementary explanation prepared by the International Office. The list is for application by post, but still useful since the required items are the same with application through appearing in person.

If you have any questions, call the Niigata Branch, Immigration Services of Agency of Japan.  
Niigata Branch, Immigration Services of Agency of Japan

Tel: 025-275-4735

Address: Terminal building, Niigata Airport, 3710, Matsuhamacho, Higashi-ku, Niigata, 950-0001

Before you appear, make sure to check the opening hours of service counter on the website (<http://www.immi-moj.go.jp/soshiki/kikou/tokyo.html>) .

### Supplementary explanation

“Application for permission to change the status of residence”

- Download the application form from the Immigration Services Agency of Japan website. The purpose of entry for this application form is listed as “Other purposes.” You need “For applicant, part 1” to “For applicant, part4.”
- You do NOT need to have the Student Affairs Office of Faculty/Graduate School fill in the application for this status change.
- The photo must have been taken within three months prior to submission.

“Proof that there is a rational reason for why you cannot return to your home country”

Ex. Printed email you received from the airline, notifying your return flight had been canceled;  
webpage of your home country in print, explaining people flying into the country from Japan cannot enter the country

“Copy of the certificate indicating graduation from or completion of the educational institution on or after January1, 2020”

- If you were an exchange student, you submit the “Certificate of Student Registration” and prove

completion of the study period in Japan. Ask the Student Affairs Office of Faculty/Graduate School to issue the certificate.

“Do you wish to work (part-time)?”

- Even if you are currently not granted a permit to engage in part-time work (officially titled "Permission to engage in activity other than that permitted under the status of residence previously granted"), you can apply for “Designated Activities (permitted to work part-time for 6 months, within 28 hours a week).”
- If you are granted a permit to engage in part-time work and wish to work as before, you have to check the box.