

STUDENT

JAPAN VISA REQUIREMENTS

- Application Form.** Available online through the web link: visa.eongroup.com.ph. Kindly contact the services officer should **log in code** is required.
- Original Passport.** 6 months valid prior to travel date. Passports shall be on hold by the Embassy for processing until the release date. Please manage your travel schedules.
- Old Passport.** With a previous Japan Visa. *If applicable.*
- Photocopy of previously issued visas for the past 5 years:** Found in your passport only if applicable. USA, Schengen, Australia, Japan, Canada, etc
- 2 pcs. Passport Size Colored Photo.** With Collar. White background. NO white colored shirt/blouse, No accessories, neutral facial expression. DO NOT STAPLE!
- Original PSA Birth Certificate.** Issued in the present year prior to the application. **If late registered.** Must submit the original **Baptismal Certificate** and **Form 137** from last school attended. **If Unreadable,** submit the photocopy of **LCR (Local Civil Registrar)**. If there is corrections in names, birth, status, appear on the birth certification, provide an **AFFIDAVIT OF DISCREPANCY**. **No Record** of birth certificate, submit a Birth Certificate issued by the **Local Civil Registry** and a **Negative Certificate** issued by **PSA**.
- Original School Certificate.** Latest issue with 3 months validity.
- Photocopy of School ID.** Clear copy.

ADDITIONAL DOCUMENTS OF SUPPORTING PARENT / RELATIVE**regardless* if travelling with or not.

- Photocopy of Passport Bio page or Any Government-issued ID.** Issued in the present year.
- Original PSA Birth Certificate.** Issued in the present year prior to the application.
- Original PSA Marriage Certificate (if applicable).** Issued in present year prior to the application.
- Original Bank Certificate:** Must include account type, current balance, and account opening date with **6 months Average Daily Balance (ADB) stated on the certificate**. Available Funds must reflect at least Php. 100,000.00. **If NO ADB and can't provide the 6 months Average Daily Balance (ADB) provide Bank Statement with recent 6 months bank transactions.** If passbook, provide a Certified True Copy. *(If under Corporation Bank submit Personal Bank).*

*If Employed

- Original Employment Certificate:** Must include date hired, position, salary compensation, email address, office telephone number, and address (cell phone number is NOT allowed). If **Freelance** or **NOT** originally signed by the Employer, provide an Explanation Letter or indicate that this is system generated.
- Photocopy of Latest ITR (Income Tax Return) Form 2316.**

*If owning a Business:

- Photocopy of Business Registration from SEC/DTI/COR.** Valid.
- Photocopy of Business Permit or Mayor's Permit.** Issued in present year.
- Photocopy of Latest ITR (Income Tax Return) Form 1701/1702.** Valid. Must have **Receipt Stamp of the Tax collector/BIR;** or **Receipt Payment** if there's no BIR stamp; or **Email Confirmation** if done online to signify that BIR received their payment. *(If under Corporation submit your Personal ITR 2316.)*

IMPORTANT REMINDERS:

- Documents for photocopy must be printed in A4 sized Bond Paper.
- For proper handling, place all documents in a long folder with name written on cover enclosed in a plastic envelope.
- For clarifications & concerns please contact: **09171296825/09393184667**
- **Email Address: visa.travel@eongroup.com.ph**

Address your Bank Certificate to:	All documents must be submitted to:
Embassy of Japan in the Philippines 2627 Roxas Boulevard Pasay City, 1300 Metro Manila	Eon Travel Visa Center 2 nd Floor Rm 204 Adelina Building Corner Gen. Luna – Jalandoni Sts. Iloilo City, Iloilo 5000

Updated as of March 2025