

☒ CHECK LIST

**TO COE(COE : Certificate of Eligibility) Holders,**

**No appointment required.**

**Application hours : Between 1pm and 2pm on weekdays except holidays.**

**Please **do NOT** staple, clip, tab, or attach sticky notes to any documents.**

| <input checked="" type="checkbox"/> | Required Documents                                                                                                                | Details                                                                                                                                                                                                                                                                 |
|-------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1<br><input type="checkbox"/>       | Valid Passport                                                                                                                    | <ul style="list-style-type: none"> <li>- Must have at least one completely blank visa page.</li> <li>- If applicable, submit previous passports containing past Japanese immigration stamps.</li> </ul>                                                                 |
| 2<br><input type="checkbox"/>       | Visa Application Form<br><a href="#">Form</a>                                                                                     | <ul style="list-style-type: none"> <li>- Completed and signed in the prescribed format.</li> </ul>                                                                                                                                                                      |
| 3<br><input type="checkbox"/>       | Photo                                                                                                                             | <ul style="list-style-type: none"> <li>- One passport-style photos printed on glossy photo paper (45 mm × 35 mm), taken within the last six months against a plain white background. The date the photo was taken must be stamped on the back of each photo.</li> </ul> |
| 4<br><input type="checkbox"/>       | Proof of your Canadian Immigration Status<br><br>*Not required for Canadian national.                                             | <ul style="list-style-type: none"> <li>- Original and a photocopy of your PR Card, Work Permit, or Study Permit.</li> <li>- <u>Visitor Records and Super Visas are not accepted.</u></li> </ul>                                                                         |
| 5<br><input type="checkbox"/>       | Certificate of Eligibility (COE)<br><br><b>Notes:</b><br><br>Applications without a printed copy of the COE will not be accepted. | <p>Please bring one of the following:</p> <ul style="list-style-type: none"> <li>-Original COE plus one photocopy</li> <li>-Printed copy of the COE PDF</li> <li>-Printed copy of the online COE received by email</li> </ul>                                           |

**Processing Time:** At least five (5) business days after the application is deemed complete.

The applicant's passport must remain at the Consulate General during this period.

**Entry Validity:** Applicants must enter Japan within three (3) months of the COE issuance date after the visa has been issued.

**Important Notes:**

- Applications will not be accepted if
  - (a) all required documents are not submitted in printed form (e.g. residence permits, COE
  - (b) the application form is incomplete
  - (c) photographs do not meet the required specifications

In such cases, applicants will be asked to return to the Consulate on another day after preparing all required documents.

- Purchasing flight tickets in advance is not necessary. We are not responsible if tickets become invalid due to visa processing delays or denial.

**Inquiries:** We do not respond to inquiries by telephone. Please submit all inquiries via email