

## 4-1 STUDY with COE (Qatari Nationals)

### Long-Term Stay for Study with Certificate of Eligibility (COE)

#### Provided by Applicant

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|---|--|
| 1 | <a href="#">Visa Application Form</a>  |
| 2 | <b>ORIGINAL</b> Passport (more than 3 months validity)                       |
| 3 | Passport Copy (the pages of status items)                                    |
| 4 | Photo (H45mm x W35mm, gray, blue or white background, taken within 3 months) |
| 5 | Flight Booking Information (one way)   |

#### Provided by School in Japan

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|---|---|
| 6 | Certificate of Eligibility (Original or Copy) |
| 7 | Admission Certificate (Original or Copy)      |

#### Additional Documents if:

- a) the Applicant is under 18 years old/a dependant.
- b) the Travel Expenses are paid by the Guarantor.

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|---|---|
| 8 | <p><b>ORIGINAL</b> Letter/Employee Certificate of the Head of the Family from his/her Employer in Qatar</p> <ul style="list-style-type: none"><li>a) The letter must have been issued <b>within 1 month</b> prior to the <u>application date</u>.</li><li>b) The letter must have been authorised with:<br/>the <u>authoriser's name and title in print</u>, his/her <u>signature</u> and the <u>company seal</u>.<br/>*Only authorisers listed on the Computer Card can authorise the letter.</li><li>c) A copy of the <u>Computer Card</u> (both sides) is required if he/she works for a smaller-sized company.</li><li>d) The letter should contain the following information.<br/>Full Name, Nationality, Passport/Qatar ID No., Applicant's Position, Joining Date (<b>Date</b>/Month/Year),<br/>Monthly or Yearly Salary</li></ul> |
| 9 | Official Document that Proves the Relationship with the Guarantor   |

**\*Kindly note you may be asked for additional information.**

**\*Please do not staple any documents.**