

5-2 STUDY (Foreign Residents)	
Short-Term Stay for Study (up to 90 days)	
Provided by Applicant	
1	Visa Application Form
2	ORIGINAL 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	Qatar ID Copy (both sides, more than 3 months validity)
6	Flight Booking Information (for the entire trip between Qatar and Japan)
7	Schedule of Stay/Travel Itinerary *Details for each day from arrival to departure dates, names of specific places must be provided.
8	Hotel Reservation *The booking information must include guest name(s) and the number of guests.
9	ORIGINAL Letter/Employee Certificate from the Employer in Qatar if the Applicant already has a job a) The letter must have been issued within 1 month prior to the application date. b) The letter must have been authorised with: the authoriser's name and title in print , his/her <u>signature</u> and the <u>company seal</u> . *Only authorisers listed on the Computer Card can authorise the letter. c) A copy of the Computer Card (both sides) is required if you work for a smaller-sized company. d) The letter must contain the following information: Full Name, Nationality, Passport No., Qatar ID No., Applicant's Position, Joining Date (Date /Month/Year), Month or Yearly Salary, Purpose of Visit, Duration of Visit
10	ORIGINAL Bank Statements for a Full 6 Months *This is to confirm your Salary Payments (6 times) and Transactions for the past 6 months. a) The bank statement must have been issued within 1 week prior to the application date. b) The bank statement must have been authorised with the bank seal and the authoriser's signature.
(10+)	Additional Bank Statements for a Full 6 Months if you have any other account(s) in Qatar or Home Country
Provided by School in Japan	
11	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.	
12	ORIGINAL Letter/Employee Certificate of the Head of the Family from his/her Employer in Qatar. a) The letter must have been issued within 1 month prior to the application date. b) The letter must have been authorised with: the authoriser's name and title in print , his/her <u>signature</u> and the <u>company seal</u> . *Only authorisers listed on the Computer Card can authorise the letter. c) A copy of the Computer Card (both sides) is required if he/she works for a smaller-sized company. d) The letter should contain the following information: Full Name, Nationality, Passport/Qatar ID No., Applicant's Position, Joining Date (Date /Month/Year), Monthly or Yearly Salary
13	ORIGINAL Bank Statements for a Full 6 Months *This is to confirm your Salary Payments (6 times) and Transactions for the past 6 months. a) The statement must have been issued within 1 week prior to the application date. b) The statement must have been authorised with the bank seal and the authoriser's signature.
(13+)	Additional Bank Statements for a Full 6 Months if you have any other account(s) in Qatar or Home Country
14	Official Document that Proves the Relationship with the Guarantor

***Kindly note you may be asked for additional information. Please do not staple any documents.**