Annex 2 – Working Holiday in Japan

Working holiday visa for Japan – Application Guidelines for 2011

In 2011, working holiday visa applications for Japan will only be accepted during two limited periods, one in April and one in October, and 125 visas will be issued in each period.

The visa application procedure is set out below.

1. Working holiday scheme in general
With the aim of giving young Hong Kong people the opportunity to gain a deeper understanding of the culture and general way of life of Japan, the working holiday scheme will allow those who meet the conditions set out in point 2 below to stay on holiday in Japan for up to one year and secondarily to take up employment there in order to supplement their travel funds.

Employment is not the primary objective of the working holiday visa. Employment is recognised as an activity that allows applicants to supplement their travel funds while they are on holiday in Japan. Work in the entertainment sector, such as in bars, pubs, cabarets, etc., or in the sex industry is not recognised as valid or permissible employment.

2. Conditions for issue of the visa

To be eligible to take part in the scheme, applicants:

- must be ordinarily resident in the HKSAR and also residing in the HKSAR at the time that they apply for a working holiday visa;
- must intend primarily to holiday in Japan for a period of up to one year from the date of first entry;
- must be aged between eighteen (18) and thirty (30) years (both inclusive) at the time that they apply for a working holiday visa;
- may not be accompanied by dependants unless those dependants are in possession of their own working holiday visa or other valid visa;
- must possess a valid HKSAR or BNO (British National Overseas) passport;
- must possess a return travel ticket or sufficient funds to purchase such a ticket;
- must possess reasonable funds to guarantee their upkeep during the initial period of their stay in Japan;
- must intend to leave Japan at the end of their stay;
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- must not previously have been issued with a working holiday visa for Japan;
- must be in good health and have a sound background and no criminal record; and
- must have adequate travel insurance for the length of stay in Japan (proof not required at the application stage, see point 6 below.)

3. Application procedure in 2011

Eligibility, application period and application dates
In 2011, visa applications will only be accepted during two limited periods, one for the first half and the other for the second half of the year as shown below.

To prevent congestion in the elevator lobby when there are a large number of visa applicants, we may limit the number of people allowed to enter the consulate’s Visa Section. In this instance, please follow the instructions of our security officers.

In principle, we will accept all visa applications submitted during the application period. Please note that applications will not be processed on a first-come, first-served basis.

[First period for visa applications in 2011]
Eligibility:

<table>
<thead>
<tr>
<th>Eligibility:</th>
<th>Applications will be accepted from young people aged between eighteen (18) and thirty (30) years (inclusive)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application period:</td>
<td>Monday, 4 April 2011 – Friday, 15 April 2011 (Saturdays and Sundays excluded)</td>
</tr>
<tr>
<td>Application time:</td>
<td>Morning: 9:15 a.m. – 12:00 noon</td>
</tr>
<tr>
<td></td>
<td>Afternoon: 1:30 p.m. – 4:45 p.m.</td>
</tr>
</tbody>
</table>

[Second period for visa applications in 2011]

<table>
<thead>
<tr>
<th>Eligibility:</th>
<th>Applications will be accepted from young people aged between eighteen (18) and thirty (30) years (inclusive)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application period:</td>
<td>Monday, 3 October 2011 – Friday, 14 October 2011 (Saturdays and Sundays excluded)</td>
</tr>
<tr>
<td>Application time:</td>
<td>Morning: 9:15 a.m. – 12:00 noon</td>
</tr>
<tr>
<td></td>
<td>Afternoon: 1:30 p.m. – 4:45 p.m.</td>
</tr>
</tbody>
</table>
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Application procedure
Applicants must submit their visa applications with the required documents in person. Applications submitted by a proxy or by post will not be accepted.

Application location
Visa Section, Consulate-General of Japan in Hong Kong
46/F, One Exchange Square, 8 Connaught Place, Central, Hong Kong

Required documents
To prevent congestion at the visa application counter, please submit all of the following documents in the order set out below. For documents which require a photocopy, please use A4-size paper and photocopy on one side only. Both black-and-white and colour photocopies are acceptable.

1. One completed Visa Application Form to Enter Japan (must be signed by the applicant. Please see format)
   Please attach one passport-size colour photo to the application form. It must have been taken within the last 6 months (45mm X 45mm, with your face to the front, without any head covering, against a plain background).

2. Photocopy of passport
   Please photocopy the bio-data page and all pages with Japanese visas entry permits and departure stamps (if any).

3. Statement
   ● Please provide a statement detailing the reason why you are applying for a working holiday visa and outline your planned activities in Japan. (This statement must be written in Japanese or English only; statements written in Chinese will not be accepted.)
   ● Please use A4-size paper. There is no limit on the number of pages you can use for your statement.
   ● Please state your name and HKID number and sign the statement at the end in ink. The statement can be typed, but you must sign your name.
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4. Résumé (in Japanese or English only)

5. Photocopy of Hong Kong permanent identity card (front only)

6. Letter from an educational institution or documents from your last educational institution
e.g. copy graduation certificate, etc.

7. Documents showing that you have sufficient funds to purchase a return ticket and reasonable funds to guarantee your upkeep during the initial period of your stay in Japan
   • Approximately HKD22,000 or above in total (i.e. HKD6,000 for the return ticket, and HKD16,000 for the initial period of your stay in Japan). If you are able to present a return ticket when the visa is issued (an electronic ticket is acceptable, but an itinerary is not), you will only need to submit documents showing that you have reasonable funds to guarantee your upkeep during the initial period of your stay in Japan (i.e. equivalent to approximately HKD16,000).
   • Please present an original savings certificate or a photocopy of a bank book/bank statements in your (or your sponsor’s) name. For dependants who wish to present their sponsor’s documents, please also present a photocopy of documents providing proof of your relationship with that person.

8. Other supporting documents
   • It is not compulsory to present other supporting documents, but you may present photocopies of other documents that support your application such as Japanese Language Proficiency Test certificates, certificates from Japanese language schools, certificates related to Japanese culture (e.g. tea ceremony, ikebana, judo, kendo) etc.

About the required documents
We will not contact applicants individually in the event that they do not submit all of the required documents mentioned above, nor will we accept additional documents after the visa application has been submitted. Please therefore check carefully that you have included all of the required documents with your visa application.
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We are not able to return any document once it is submitted to us, even after the completion of the examination procedure.
We will contact applicants individually if the visa officer deems it necessary to request other documents in addition to the required documents mentioned above.

**Examination method**
All applications will be carefully examined.
If necessary, applicants will be interviewed by a competent visa officer. In this event, we will contact the applicant individually to arrange an appointment. If an applicant does not attend an arranged interview appointment, without good reason, their visa application will be considered as withdrawn.

The working holiday scheme is intended for young people who are residing in the HKSAR. If you are studying overseas, for example, at the appointed time, this is not considered an acceptable reason for not attending the interview.
If the number of visa applications exceeds the quota, we will consider the applications on the basis of the criteria set out above and select those applicants who are regarded as the most suitable candidates taking into account the principles and purpose of the working holiday scheme.
With regard to matters related to the visa examination process, e.g. selection criteria, reasons for issuing or not issuing a visa etc., we will not answer any questions or provide more details on the selection process or its results.
An applicant may only submit one visa application during a particular application period. If an applicant submits multiple visa applications, they will all be invalidated.

**Announcement of results (successful applicants)**
**Date of announcement**
First half:  Tuesday, 17 May 2011
Second half:  Tuesday, 15 November 2011

**Announcement**
If the result of your visa application examination is successful, the visa issue acceptance number (stamped on your receipt when you submit your visa application) will be posted on our website and also displayed on the notice board of our Visa Section at the same time.
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Please note that we will not answer any enquiries about the result of the visa application examination.

**Visa issue procedure**
Successful applicants are required to bring along ① their passport (original), ② receipt (original) and ③ proof of purchase of travel insurance (original and one set of photocopies) to our Visa Section in person at the times set out below. A working holiday visa with a validity of 3 months will be issued (pasted inside your passport). The working holiday visa will be issued free of charge.

The visa is valid for three months from the date of issue and will expire if the holder does not enter Japan within that period of validity. After receiving permission to enter from an immigration officer, the holder will be allowed to stay in Japan for a period of up to one year from the date of entry.

**[First visa issue period for successful applicants]**

<table>
<thead>
<tr>
<th>Dates:</th>
<th>Wednesday, 18 May 2011 – Friday, 19 August 2011</th>
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</thead>
<tbody>
<tr>
<td>Visa issue time:</td>
<td>9:15 a.m. – 12:00 noon and 1:30 p.m. – 4:45 p.m. (Saturdays and Sundays excluded)</td>
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</tbody>
</table>

**[Second visa issue period for successful applicants]**

<table>
<thead>
<tr>
<th>Dates:</th>
<th>Wednesday, 16 November 2011 – Friday, 17 February 2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Visa issue time:</td>
<td>9:15 a.m. – 12:00 noon and 1:30 p.m. – 4:45 p.m. (Saturdays and Sundays excluded)</td>
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</tbody>
</table>

For successful applicants who do not come to collect their visas during the above issue periods, it will be assumed that they have decided not to take up the offer of a visa, and their application will be cancelled.

**Guidelines on staying in Japan after entry**

**Employment**
Under the working holiday scheme, employment in the entertainment sector, such as in bars, pubs, cabarets, etc., or in the sex industry is not recognised as valid or permissible employment.

Please also note that involvement in such employment may constitute a breach of the conditions of the working holiday visa and lead to serious consequences, such as the issue of a deportation order, which may restrict your ability to enter Japan in the future.
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Alien registration system
Foreigners who wish to reside in Japan for more than 90 days are required to register at the city office closest to their place of residence after they enter Japan. For further details, please contact the city office closest to your place of residence.

The re-entry permit system
In the event that you wish to leave Japan, for example to take a holiday in a third country, and to re-enter later under your working holiday status, you will first have to obtain a re-entry permit from the Immigration Bureau of Japan before you exit Japan. For further details, please contact the Immigration Bureau of Japan closest to your registered place of residence.

Guide to living in Japan
A useful “Guide to Living in Japan” is available, in both English and Chinese on the website of the Ministry of Foreign Affairs of Japan. The guide can be downloaded using the URL address below:
URL  http://www.mofa.go.jp/j_info/visit/visa/index.html

Questionnaire
A questionnaire will be given to successful applicants when the visa is issued (it is also available on our website). After completing your working holiday in Japan, please complete the questionnaire when you return to Hong Kong and post it back to our consulate.

Other information
The information contained in these guidelines is subject to change. Please check the updated information on our official website both at the time you apply for the working holiday visa and at the time the visa is issued. We also recommend that you read the frequently asked questions (FAQs) concerning the working holiday scheme, which are also posted on our website.