

# Specified Skilled Worker Program Guidebook

For Foreign Nationals Thinking About Working

Under a Specified Skilled Worker Status of Residence



出入国在留管理庁  
Immigration Services Agency of Japan

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# 1





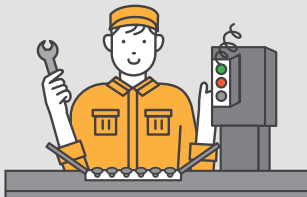

## About the Specified Skilled Worker Program

### 1 What Is the "Specified Skilled Worker" Status of Residence?

Specified Skilled Worker is a status of residence created to give foreign nationals more opportunities to work in Japan.

There are two types of Specified Skilled Worker status of residence: type (i) and type (ii). The type (ii) status of residence requires more specialized skills than type (i). The Specified Skilled Worker status of residence allows people to work in the following 14 fields.

#### ◆ Employment fields covered by Specified Skilled Worker (i) and related job descriptions

<b>Nursing Care</b>  Jobs providing assistance for people with physical disabilities  	<b>Building Cleaning Management</b>  Jobs cleaning inside buildings  	<b>Construction Industry</b>  Jobs constructing houses, buildings, and other structures  
<b>Machine Parts and Tooling Industries</b>  Jobs creating components, etc.  	<b>Industrial Machinery Industry</b>  Jobs creating components, etc.  	<b>Electric, Electronics and Information Industries</b>  Jobs creating components, etc.  

## 1 About the Specified Skilled Worker Program

### Shipbuilding and Ship Machinery Industries

Jobs building ships



### Automobile Repair and Maintenance

Jobs inspecting and maintaining automobiles



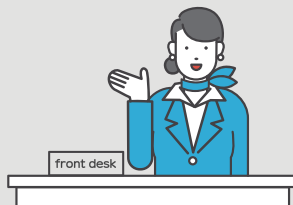
### Aviation Industry

Jobs transporting baggage to airplanes and inspecting and maintaining airplanes



### Accommodation Industry

Jobs working at hotel reception and dealing with guests



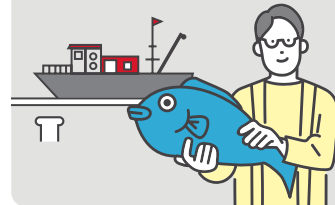
### Agriculture Industry

Jobs growing and harvesting vegetables and other produce, and jobs raising pigs, cattle, chickens, and other animals



### Fishery and Aquaculture Industries

Jobs catching fish and raising fish



### Food and Beverage Manufacturing Industries

Jobs preparing food



### Food Service Industry

Jobs waiting on customers and bringing out food at restaurants and similar businesses



## 1 About the Specified Skilled Worker Program

### ◆ Employment fields covered by Specified Skilled Worker (ii) and related job descriptions

#### Construction Industry

Managing the work of constructing houses, buildings, and other structures



#### Shipbuilding and Ship Machinery Industries

Managing the work of building ships



#### Topic

Technical Intern Training is a status of residence for receiving training, but Specified Skilled Worker is a status of residence for working.

The Specified Skilled Worker (i) status of residence allows you to work in Japan for a **total of five years**. You cannot bring family members with you, but you receive the same monetary salary that a Japanese person would. You can also take Japanese language classes and receive various forms of support from your company.

The Specified Skilled Worker (ii) status has no five-year limit, and you can bring family members with you.

## 1 About the Specified Skilled Worker Program

### 2 What Should I Do So I Can Work?

In order to work under a Specified Skilled Worker (i) status of residence, you need to pass a Japanese language test and a skills proficiency test. (You do not need to pass these tests if you have satisfactorily completed Technical Intern Training (ii). However, to work in a different field, you need to pass a skills proficiency test in the field in which you wish to work.) Afterward, if you sign a contract with a company, you can apply for your Specified Skilled Worker status of residence.

#### ◆ The process of getting a job

People who are outside Japan	
Step 1	Pass a Japanese language test and a skills proficiency test. (People who have satisfactorily completed Technical Intern Training do not need to take any tests.)
Step 2	Sign a contract with a company.
Step 3	Submit a status of residence application to Immigration.
Step 4	Work.

International students who are in Japan	
Step 1	Pass a Japanese language test and a skills proficiency test.
Step 2	Sign a contract with a company.
Step 3	Submit a status of residence application to Immigration.
Step 4	Work.



Technical Intern Trainees who are in Japan (to work at the same company)	
Step 1	Submit a status of residence application to Immigration.
Step 2	Work.



Technical Intern Trainees who are in Japan (to work at a different company)	
Step 1	Sign a contract with a company.
Step 2	Submit a status of residence application to Immigration.
Step 3	Work.



Note: This applies if you will be working in a field related to the job for which you received Technical Intern Training.

### 3 Getting Company Support (Specified Skilled Worker (i))

Foreign nationals working under a Specified Skilled Worker (i) status of residence can receive various forms of support from their company for living and working in Japan. (If the company cannot provide support, a registered support organization can provide it at the company's request.) You can receive the following 10 forms of support from your company.

1

**Receiving an explanation from your company before you obtain the status of residence**

If you sign a contract with a company, you can get a detailed explanation of your contract and job before you submit your status of residence application.



2

**Picking you up when you arrive in Japan and dropping you off when you leave Japan to return to your home country**

When you arrive in Japan, someone from the company will pick you up at the airport and take you to the company or your home. Additionally, when you return to your home country, someone from the company will accompany you as far as the security check at the airport.

3

**Helping you prepare the house you will live in and sign contracts for electricity and gas**

Someone from the company will serve as a guarantor for the house you will live in, or the company will rent company-owned housing to you. Additionally, the company will assist you with setting up a bank account and signing contracts for your cell phone, electricity, and gas.

4

**Receiving an orientation session on living in Japan**

Someone from the company will teach you rules and etiquette for living in Japan. Additionally, they will teach you how to ride buses and trains and what to do if an earthquake occurs.





## 1 About the Specified Skilled Worker Program

5

Accompanying you to city hall and other offices for various procedures

Someone from the company will accompany you while you carry out city hall procedures, tax procedures, and so on. Additionally, they will help you fill out the paperwork needed for those procedures.

6

Helping you study Japanese

Someone from the company will help you find a school where you can study Japanese.



7

Holding meetings to solve your problems and complaints

They will provide advice and respond to questions in your native language whenever a problem arises.



8

Help you communicate with Japanese people

Someone from the company will provide information on attending nearby festivals and will provide opportunities for you to talk to the Japanese people in your area.



9

Helping you switch jobs (if the company intends to lay you off)

The company will help you look for your next job if they intend to lay you off.



10

Holding meetings (more than once every three months)

The company's manager in charge of providing support will periodically hold a meeting with you. They can answer your questions if you have problems with your job.



### Topic

Companies are required to provide foreign nationals with these 10 forms of support. If you feel that you haven't received proper support from your company, please contact the nearest Immigration office.



# 2

## How to Obtain the Specified Skilled Worker Status of Residence

### 1 Proficiency Tests

In order to work under a Specified Skilled Worker (i) status of residence, you need to pass a Japanese language test and a skills proficiency test. (You do not need to pass these tests if you have satisfactorily completed Technical Intern Training (ii). However, to work in a different field, you need to pass a skills proficiency test in the field in which you wish to work.) Taking these tests costs money. You can check the test's website to find out what kinds of questions are on it. For information on textbooks and sample questions, see the website. Test questions related to several fields are provided here for reference.

#### ◆ Skills proficiency test for the building cleaning management field (past questions)

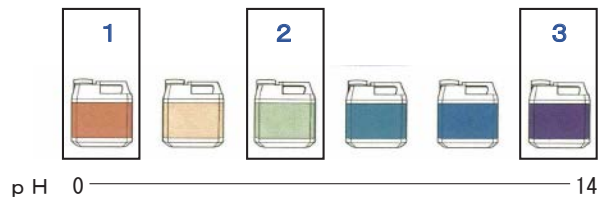
##### Judgment test

- 問1. ダストクロス型モップ（乾式）の写真を選ばない
- 問2. 自在ぼうきの写真を選ばない
- 問3. 文化ちりとりの写真を選ばない
- 問4. 床磨き機（ポリッシャー）本体の写真を選ばない
- 問5. 吸水バキューム機の写真を選ばない
- 問6. 送風機の写真を選ばない
- 問7. 青色のパッドの写真を選ばない



## 2 How to Obtain the Specified Skilled Worker Status of Residence

問8. 中性洗剤を示すイラストを1つ選びなさい



問9. 床面の清掃作業について、正しい順番を表している方を選びなさい

1	 作業標示板の設置	 ダストクロスで除塵	 モップで拭く	 床磨き機で洗浄
2	 作業標示板の設置	 ダストクロスで除塵	 床磨き機で洗浄	 モップで拭く

問10. 床磨き機の片付けについて、正しい順番を表している方を選びなさい

1	 コンセントを抜く	 パッド台を外す	 床磨き機の本体を拭く	 コードを巻く
2	 床磨き機の本体を拭く	 パッド台を外す	 コンセントを抜く	 コードを巻く

問11. 衛生陶器の清掃作業について、正しい順番を表している方を選びなさい

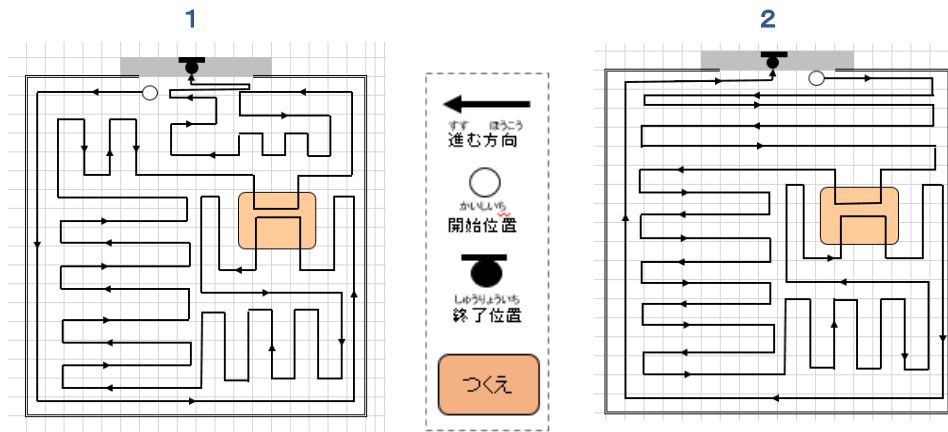
1	 保護手袋を装着する	 便器ボウルの洗浄	 便器の外側を拭く	 便座を拭く
2	 便座を拭く	 保護手袋を装着する	 便器の外側を拭く	 便器ボウルの洗浄

## 2 How to Obtain the Specified Skilled Worker Status of Residence

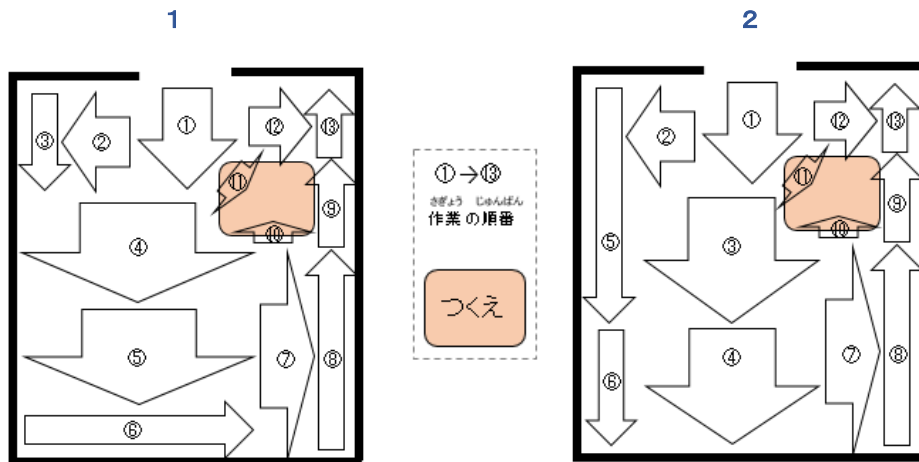
問12. 衛生陶器の清掃作業について、保護手袋を装着して作業する箇所を1つ選びなさい



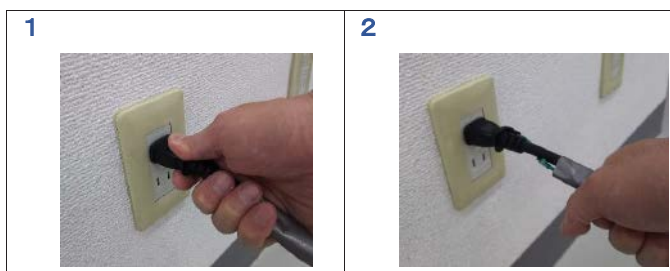
問13. 床磨き機の作業動線について、正しいイラストを1つ選びなさい



問14. 吸水バキュームの作業動線について、正しいイラストを1つ選びなさい



問15. プラグの抜き方について、正しい写真を1つ選びなさい



## 2 How to Obtain the Specified Skilled Worker Status of Residence

問16. お客様がトイレを使用していることがあります。清掃するためにトイレに入るときはどのようにいたしますか。最も適切な対応を1つ選びなさい

1 清掃しますので、外に出てください。	2 しつれいします。	3 だれか、いますか？
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問17. トイレ清掃中に、お客様が入ってきました。どのようにいたしますか。最も適切な対応を1つ選びなさい

1 清掃中なので、外で待っていてください	2 清掃中なので、使えません	3 清掃中なので、となりの個室をお使いください
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### Practical test

#### (2) 作業試験

床面の定期清掃作業（ドライバフ）、ガラス面の定期洗浄作業、洋式大便器の日常清掃作業の中から、次の一部の作業を行っていただきます。

##### <作業1 床面の定期清掃作業>

###### 1) 仕様

- ① 作業対象の床は、塩化ビニル系床材です。
- ② 作業対象の床面積は、横2m×縦4mの8㎡です。

###### 2) 作業内容

- ① 試験官の合図の後、「はじめます」と宣言してから作業を開始する。
- ② 床面をダストクロス型モップ（乾式）で除塵する。
- ③ ダストクロスを外し、小型ぼうきと文化ちりとりでゴミを回収する。
- ④ 床面をモップで拭き作業する。
- ⑤ 資器材を元の位置に戻す。

### ＜作業2 ガラス面の定期洗浄作業＞

#### 1) 仕様

- ① 作業対象のガラス面は、片面1㎡(縦1m×横1m)です。

#### 2) 作業内容

- ① ガラス面(片面のみ)をシャンパーで拭く。(洗剤は使わない)
- ② ガラス面(片面のみ)を窓用スクイジーで拭く。
- ③ タオルを濡らして、窓枠を拭く。
- ④ 窓用スクイジーをタオルで手入れする。
- ⑤ 作業範囲の床面をタオルで拭く。
- ⑥ 資器材を元の位置に戻す。

### ＜作業3 洋式大便器の日常清掃作業＞

#### 1) 仕様

- ① 災害用洋式大便器で行います。

#### 2) 作業内容

- ① 便器ボウル鉢をトイレ用スポンジで洗浄する。(洗剤は使わない)  
(ビニール手袋は便器ボウル鉢を洗浄する時に着脱する)
- ② 便座をクロスで拭く。
- ③ 作業範囲の床面をタオルで拭く。
- ④ 資器材を元の位置に戻し、作業1～3全ての作業が終了したことを「おわりました」と宣言する。

#### ○使用資器材一覧

### ＜作業1 床面の定期清掃作業＞

品名	規格等	品名	規格等
ダストクロス	69×20 cm	文化ちり取り	W28.5×D31×H67 cm
かんしきもつぷヘッド	台形63 cm	モップラード (房糸)	ウンタツチラード替糸 D24 cm、糸の長さ24 cm、重さ260g
もつぷ柄	アルミ製パイプ 伸縮 タイプ	養生マット	でいりぐちようまっと 出入口用マット90×60 cm
小型ぼうき	ヘッド幅30×長さ101 cm		

### ＜作業2 ガラス面の定期洗浄作業＞

品名	規格等	品名	規格等
みずようばけつ	せんじようすいよう 洗浄水用	シャンパーホルダー	35cm
しゅうのうけーす	ぶらすチック製 間口30×奥行22×高さ 25cm	窓用スクイジー	35cm
シャンパー	やく 約38cm	タオル 白色(水拭き用) 青色(床用)	むじめんせい うすで やく 無地、綿製、薄手、約34×86cm

### ＜作業3 洋式大便器の日常清掃作業＞

品名	規格等	品名	規格等
しゅうのうけーす	ぶらすチック製 間口30×奥行22×高さ 25cm	クロス (超極細繊維製 タオル)	やく 約40×30cm
ビニール手袋	うすで 薄手	タオル 青色(床用)	むじめんせい うすで やく 無地、綿製、薄手、約34×86cm
トイレ用スポンジ	え 柄つきブラシ 長さ約38.5 cm		

※使用資器材の規格等は、許可なく変更する場合があります。

### ◆ Skills proficiency test for the accommodation field (excerpt from past questions)

#### Paper test

#### 試験問題

##### 1. フロント業務

問題1 宿泊契約は、宿泊施設が宿泊の申し込みを受け付けたときに成立する。

問題2 日本人のお客様がチェックインするときは、必ず身分証明書の提示を求め、本人確認をしなければならない。

問題3 宿泊のお客様が到着したら、時間に関係なく直ちにチェックインの手続きをしなければならない。

問題4 お客様が予約した客室を宿泊施設の判断でアップグレードするときは、お客様の了解を得なくてもよい。

問題5 フロントでお客様にルーム・キーとルーミングカードを手渡すときは、氏名と部屋番号を確認する。

問題6 クレジットカードで決済する場合は、カード手数料を上乗せして請求してもよい。

##### 2. 企画・広報業務

問題7 日本のホテルにおいて、レベニューマネジメントを行い、日々の料金を調整することは禁止されている。

問題8 宿泊と交通の料金を組み合わせたパッケージ商品のことをラックレートという。

問題9 メタサーチでは、様々なウェブサイトに掲載されている客室の宿泊料金を比較しながら選ぶことができる。

問題10 宿泊予約のときに得た個人情報、お客様の了解を得ていれば、ダイレクトメールの送付に利用してよい。


問題11 有名人が食事に来たので、許可なくスマートフォンで撮影し、ホテルのウェブサイトにアップした。

問題12 ウェブ上で公開されている写真であれば、許可なく自社の宣伝用の素材として使用することができる。


◆ For details on tests, see the following websites.

### Japanese language tests (for all fields)

Japan Foundation Test for Basic Japanese	
<a href="https://www.jpft.go.jp/jft-basic/e/index.html">https://www.jpft.go.jp/jft-basic/e/index.html</a>	
(Japan Foundation)	

Japanese-Language Proficiency Test	
<a href="https://www.jlpt.jp/sp/e/">https://www.jlpt.jp/sp/e/</a>	
(Japan Foundation) (Japan Educational Exchanges and Services)	


### Japanese language tests (for the nursing care field)

Nursing Care Japanese Language Evaluation Test (Japanese only)	
<a href="https://www.mhlw.go.jp/stf/newpage_000117702.html">https://www.mhlw.go.jp/stf/newpage_000117702.html</a>	
(Ministry of Health, Labour and Welfare)	

### Skills proficiency test information

Nursing Care Field (Japanese only)	
<a href="https://www.mhlw.go.jp/stf/newpage_000117702.html">https://www.mhlw.go.jp/stf/newpage_000117702.html</a>	
(Ministry of Health, Labour and Welfare)	

Building Cleaning Management Field (Japanese only)	
<a href="https://www.j-bma.or.jp/qualification-training/zairyu">https://www.j-bma.or.jp/qualification-training/zairyu</a>	
(Japan Building Maintenance Association)	

Three Manufacturing Fields (for the machine parts and tooling field, industrial machinery field, and electric, electronics and information field) (Japanese only)	
<a href="https://www.meti.go.jp/policy/mono_info_service/gaikokujinzai/index.html">https://www.meti.go.jp/policy/mono_info_service/gaikokujinzai/index.html</a>	
(Ministry of Economy, Trade and Industry)	



## 2 How to Obtain the Specified Skilled Worker Status of Residence

Construction Field	
<a href="https://jac-skill.or.jp/exam_en.html">https://jac-skill.or.jp/exam_en.html</a>	
(Japan Association for Construction Human Resources)	
Shipbuilding and Ship Machinery Field	
<a href="https://www.classnk.or.jp/hp/en/authentication/evaluation/index.html">https://www.classnk.or.jp/hp/en/authentication/evaluation/index.html</a>	
(Nippon Kaiji Kyokai)	
Automobile Repair and Maintenance Field (Japanese only)	
<a href="https://www.jaspa.or.jp/mechanic/specific-skill/index.html">https://www.jaspa.or.jp/mechanic/specific-skill/index.html</a>	
(Japan Automobile Service Promotion Association)	
Aviation Field (Japanese only)	
<a href="https://www.jaea.or.jp/">https://www.jaea.or.jp/</a>	
(Japan Aeronautical Engineers' Association)	
Accommodation Field (Japanese only)	
<a href="https://caipt.or.jp/">https://caipt.or.jp/</a>	
(Center for Accommodation Industry Proficiency Test)	
Agriculture Field	
<a href="https://asat-nca.jp/en/">https://asat-nca.jp/en/</a>	
(National Chamber of Agriculture)	
Fishery and Aquaculture Field (Japanese only)	
<a href="https://suisankai.or.jp/">https://suisankai.or.jp/</a>	
(Japan Fisheries Association)	
Food and Beverage Manufacturing Field (Japanese only)	
<a href="https://otaff.or.jp/">https://otaff.or.jp/</a>	
(The Organization for Technical Skill Assessment of Foreign Workers in Food Industry)	
Food Service Field (Japanese only)	
<a href="https://otaff.or.jp/">https://otaff.or.jp/</a>	
(The Organization for Technical Skill Assessment of Foreign Workers in Food Industry)	

### 2 Switching from Another Status of Residence

You do not need to pass a test if you have satisfactorily completed Technical Intern Training (ii). However, to work in a different field, you need to pass a skills proficiency test in the field in which you want to work.

You can sign a contract with a company and submit a status of residence application to Immigration.

If you have a different status of residence (e.g., a student visa), you need to take and pass a test.



### 3 Signing a Contract with a Company

In order to sign a contract with a company, you need to take and pass an employment interview.

If you are not in Japan, the employment interview can be conducted directly with the company or through an employment placement company.

If you are in Japan, there is a government agency called Hello Work that provides employment placement services in Japan. Please contact Hello Work if you want to find a new job. You can contact any Hello Work location.



## 2 How to Obtain the Specified Skilled Worker Status of Residence

Locations of the Employment Service Center for Foreigners (facilities that provide comprehensive services for foreign nationals) (Japanese only)

[https://www.mhlw.go.jp/stf/newpage\\_12638.html](https://www.mhlw.go.jp/stf/newpage_12638.html)



Hello Work locations with interpretation services (Japanese only)

<https://www.mhlw.go.jp/content/000592865.pdf>



All Hello Work locations in Japan (Japanese only)

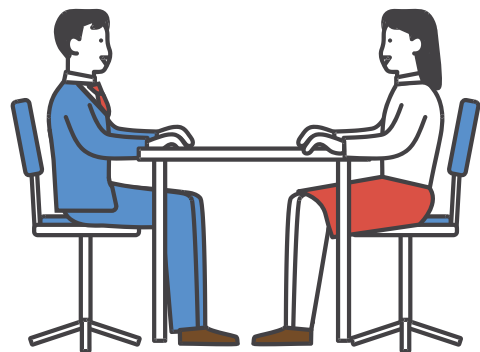
<https://www.mhlw.go.jp/kyujin/hwmap.html>



If you have job-related problems or there is something you don't understand, you can also contact the Foreign Workers Consultation Service (Advisor for Foreign Workers).

Foreign Workers Consultation Service (Advisor for Foreign Workers)

[https://www.check-roudou.mhlw.go.jp/soudan/foreigner\\_eng.html](https://www.check-roudou.mhlw.go.jp/soudan/foreigner_eng.html)



### Topic

Immigration has produced a Guidebook on Living and Working and offers valuable information for foreign nationals who live and work in Japan on its website.

See the link below.

[http://www.moj.go.jp/EN/nyuukokukanri/kouhou/m\\_nyuukokukanri10\\_00001.html](http://www.moj.go.jp/EN/nyuukokukanri/kouhou/m_nyuukokukanri10_00001.html)



# 3

## Required Documents

In order to apply for the Specified Skilled Worker status of residence, you will need the following documents.

- ☐ Application form (You and your company will fill this out.)
- ☐ Medical examination report (You can get this at a hospital.)
- ☐ Documents related to your pension, health insurance premiums, and taxes (You can get these from city hall or your company.)
  - Taxation Certificate and Certificate of Tax Payment
  - Withholding Tax Slip
  - A copy of your National Health Insurance Card
  - National Health Insurance Payment Certificate
- ☐ Documents showing you have passed the relevant test(s)
- ☐ Your resume

Note: In addition, documents from your company are required, so please consult with someone from your company before carrying out the application process.

◆ You can ask questions about Immigration procedures in a language other than Japanese.

### Immigration Information Center

Telephone

**0570-013904**

VoIP, PHS, and international calls

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### Topic

From the following website, you can download documents such as samples showing how to fill out the form and non-Japanese versions of some documents which are needed to apply.

See the link below. (Website is in Japanese.)

[http://www.moj.go.jp/isa/policies/ssw/nyuukokukanri07\\_00201.html](http://www.moj.go.jp/isa/policies/ssw/nyuukokukanri07_00201.html)



## ◆ Sample Showing How to Fill Out the Form (If Switching Your Status of Residence)

別記第三十号様式(第二十条関係)  
申請人等作成用 1  
For applicant, part 1

日本国政府法務省  
Ministry of Justice, Government of Japan

在留資格変更許可申請書  
APPLICATION FOR CHANGE OF STATUS OF RESIDENCE

法務大臣殿  
To the Minister of Justice

出入国管理及び難民認定法第20条第2項の規定に基づき、次のとおり在留資格の変更を申請します。  
Pursuant to the provisions of Paragraph 2 of Article 20 of the Immigration Control and Refugee Recognition Act,  
I hereby apply for a change of status of residence.

写真  
Photo

1 国籍・地域 中国 2 生年月日 1991 年 1 月 1 日  
Nationality/Region Family name Given name Date of birth Year Month Day

3 氏名 KOU OTUHEI 甲 乙 丙  
Name

4 性別 男 女 5 出生地 中国 〇〇省〇〇市 6 配偶者の有無 有・無  
Sex Male/Female Place of birth Marital status Married/Single

7 職業 溶接工 8 本国における居住地 〇〇省〇〇市〇〇区〇〇路〇〇号  
Occupation Home town/city

9 居住地 〇〇県〇〇市〇〇1-1 〇〇アパート101号室  
Address in Japan

電話番号 〇〇〇-〇〇〇-×××× 携帯電話番号 090-〇〇〇〇-××××  
Telephone No. Cellular phone No.

10 旅券(1)番号 G123456789 (2)有効期限 20△△ 年 ×× 月 〇〇 日  
Passport Number Date of expiration Year Month Day

11 現に有する在留資格 技能実習2号口 在留期間 1年  
Status of residence Period of stay

在留期間の満了日 20△△ 年 〇〇 月 ×× 日  
Date of expiration Year Month Day

12 在留カード番号 AB12345678CD  
Residence card number

13 希望する在留資格 特定技能1号  
Desired status of residence

在留期間 1年 (審査の結果によって希望の期間とならない場合があります。)  
Period of stay (It may not be as desired after examination.)

14 変更の理由 1号特定技能外国人として就労するため。  
Reason for change of status of residence

15 犯罪を理由とする処分を受けたことの有無(日本国外におけるものを含む。) Criminal record (in Japan / overseas)  
有(具体的内容) ) 無  
Yes (Detail: ) No

16 在日親族(父・母・配偶者・子・兄弟姉妹など)及び同居者  
Family in Japan (Father, Mother, Spouse, Son, Daughter, Brother, Sister or others) or co-residents  
有(「有」の場合は、以下の欄に在日親族及び同居者を記入してください。) 無  
Yes (If yes, please fill in your family members in Japan and co-residents in the following columns) No

続柄 Relationship	氏名 Name	生年月日 Date of birth	国籍・地域 Nationality/Region	同居の有無 Residing with applicant or not	勤務先名称・通学先名称 Place of employment/ school	在留カード番号 特別永住者証明書番号 Residence card number Special Permanent Resident Certificate number
				有・無 Yes / No		
				有・無 Yes / No		
				有・無 Yes / No		
				有・無 Yes / No		
				有・無 Yes / No		
				有・無 Yes / No		

※ 16については、記載欄が不足する場合は別紙に記入して添付すること。なお、「研修」、「技能実習」に係る申請の場合は記載不要です。  
Regarding item 16, if there is not enough space in the given columns to write in all of your family in Japan, fill in and attach a separate sheet.  
In addition, take note that you are not required to fill in item 16 for applications pertaining to "Trainee" or "Technical Intern Training".

(注) 裏面参照の上、申請に必要な書類を作成して下さい。 Note: Please fill in forms required for application. (See notes on reverse side.)

## ◆ If you have satisfactorily completed Technical Intern Training (ii)

申請人等作成用 2 V (「特定技能(1号)」・「特定技能(2号)」)  
For applicant, part 2 V ("Specified Skilled Worker (i)"・"Specified Skilled Worker (ii)")

在留資格変更用  
For change of status

17 特定技能所属機関 Organization of affiliation of the specified skilled worker

(1)氏名又は名称  
Name of person or organization 株式会社 ○○工業

(2)住所(所在地)  
Address △△県○○市××1-1-1 電話番号 Telephone No. △△-×××-○○○

18 技能水準 Skill level

☐ 分野別運用方針に定める評価方法による証明 Proof based on the evaluation method specified in the field-specific operational policy

☐ 試験による証明 Proof based on the passing of an exam

合格した試験名 Name of passed exam

完全記入してください。  
Completely fill in this box.

☒ 技能実習2号を良好に修了 Successfully completed Technical Intern Training (ii)

19 日本語能力(「特定技能1号」での在留を希望する場合に記入)  
Japanese language ability (Fill in this section if you wish to reside in Japan with the status of residence of "Specified Skilled Worker (i)")

☐ 分野別運用方針に定める評価方法による証明 Proof based on the evaluation method specified in the field-specific operational policy

☐ 試験による証明 Proof based on a Japanese language test

合格した試験名 Name of passed exam

完全記入してください。  
Completely fill in this box.

☒ 技能実習2号を良好に修了 Successfully completed Technical Intern Training (ii)

20 良好に修了した技能実習2号(上記18, 19において技能実習2号を良好に修了を選択した場合に記入)  
Technical Intern Training (ii) that was successfully completed (Fill in this section if you selected "Successfully completed Technical Intern Training (ii) in 18 and 19 above)

(1)職種・作業(技能実習法施行規則別表第2の職種・作業を記入)  
Occupation / Operations (Fill in the occupation /operations under Appended Table II of the Ordinance for Enforcement of the Act on Proper Technical Intern Training and Protection of Technical Intern Trainees)

職種 Occupation 溶接 作業 Operations 半自動溶接

良好に修了したことの証明 Proof of successful completion

☒ 3級の技能検定又はこれに相当する技能実習評価試験の実技試験の合格による証明  
Proof based on passing Grade 3 of the National Trade Skills Test or the practical test of an equivalent technical intern training evaluation exam

☐ 実習状況に関する書面による証明  
Proof based on a document relating to the status of the technical intern training

(複数ある場合には(2)に記入) (Fill in (2) if you have several)

(2)職種・作業(技能実習法施行規則別表第2の職種・作業を記入)  
Occupation / Operations (Fill in the occupation /operations under Appended Table II of the Ordinance for Enforcement of the Act on Proper Technical Intern Training and Protection of Technical Intern Trainees)

職種 Occupation 作業 Operations

良好に修了したことの証明 Proof of successful completion

☐ 3級の技能検定又はこれに相当する技能実習評価試験の実技試験の合格による証明  
Proof based on passing Grade 3 of the National Trade Skills Test or the practical test of an equivalent technical intern training evaluation exam

☐ 実習状況に関する書面による証明  
Proof based on a document relating to the status of the technical intern training

21 申請時における特定技能1号での通算在留期間(過去の在留歴を含む。「特定技能1号」での在留を希望する場合に記入)  
Cumulative period of stay with "Technical Intern Training (i)" at the time of submitting this application (including past residence history; fill in this section if you wish to reside in Japan with the status of residence of "Specified Skilled Worker (i)")

0 年 0 月  
Year Month

If the location where you did your Technical Intern Training is the same location where you will be working, then you do not need to submit your assessment records.

◆ If you are using a proficiency test as proof of your proficiency level or Japanese language proficiency level

申請人等作成用 2 V (「特定技能(1号)」・「特定技能(2号)」)  
For applicant, part 2 V ("Specified Skilled Worker (i)"・"Specified Skilled Worker (ii)")

在留資格変更用  
For change of status

17 特定技能所属機関 Organization of affiliation of the specified skilled worker

(1)氏名又は名称 Name of person or organization 株式会社 ○○工業

(2)住所(所在地) Address △△県○○市××1-1-1 電話番号 Telephone No. △△-×××-○○○

18 技能水準 Skill level

☒ 分野別運用方針に定める評価方法による証明 Proof based on the stipulated evaluation method for the specified industrial field

☒ 試験による証明 Proof based on the passing of an examination

合格した試験名 Name of passed exam 製造分野特定技能1号評価試験(溶接)

☐ その他の評価方法による証明 Proof based on some other evaluation method

☐ 技能実習2号を良好に修了 Successfully completed Technical Intern Training (ii)

19 日本語能力(「特定技能1号」での在留を希望する場合に記入)  
Japanese language ability (Fill in this section if you wish to reside in Japan with the status of "Specified Skilled Worker (i)")

☒ 分野別運用方針に定める評価方法による証明 Proof based on the stipulated evaluation method for the specified industrial field

☒ 試験による証明 Proof based on a Japanese language examination

合格した試験名 Name of passed exam 日本語能力試験(N4)

☐ その他の評価方法による証明 Proof based on some other evaluation method

☐ 技能実習2号を良好に修了 Successfully completed Technical Intern Training (ii)

20 良好に修了した技能実習2号(上記18, 19において技能実習2号を良好に修了を選択した場合に記入)  
Technical Intern Training (ii) that was successfully completed (Fill in this section if you selected "Successfully completed Technical Intern Training (ii)" in 18 and 19 above)

技能実習法施行規則別表第2の職種・作業を記入  
Occupation / Operations (Fill in the occupation / operations under Appended Table II of the Ordinance for Enforcement of the Act on Proper Technical Intern Training and Protection of Technical Intern Trainees)

職種 Occupation 作業 Operations

良好に修了したことの証明 Proof of successful completion

☐ 3級の技能検定又はこれに相当する技能実習評価試験の実技試験の合格による証明  
Proof based on passing Grade 3 of the National Trade Skills Test or the practical test of an equivalent technical intern training evaluation exam

☐ 実習状況に関する書面による証明  
Proof based on a document relating to the status of the technical intern training

(複数ある場合には(2)に記入) (Fill in (2) if you have several forms of proof)

(2)職種・作業(技能実習法施行規則別表第2の職種・作業を記入)  
Occupation / Operations (Fill in the occupation / operations under Appended Table II of the Ordinance for Enforcement of the Act on Proper Technical Intern Training and Protection of Technical Intern Trainees)

職種 Occupation 作業 Operations

良好に修了したことの証明 Proof of successful completion

☐ 3級の技能検定又はこれに相当する技能実習評価試験の実技試験の合格による証明  
Proof based on passing Grade 3 of the National Trade Skills Test or the practical test of an equivalent technical intern training evaluation exam

☐ 実習状況に関する書面による証明  
Proof based on a document relating to the status of the technical intern training

21 申請時における特定技能1号での通算在留期間(過去の在留歴を含む。「特定技能1号」での在留を希望する場合に記入)  
Cumulative period of stay with "Specified Skilled Worker (i)" at the time of submitting this application (including past residence history; fill in this section if you wish to reside in Japan with the status of residence of "Specified Skilled Worker (i)")

0 年 0 月  
Year Month

Write the name of the proficiency test that has been stipulated for the work category in the specified industrial field.

Write the name of the proficiency test that has been stipulated for the work category in the specified industrial field.

You do not need to fill this out if you are using a proficiency test, etc. as proof of your proficiency level.

Completely fill in one of these boxes.



## 申請人等作成用 3 V (「特定技能(1号)」・「特定技能(2号)」)

For applicant, part 3 V ("Specified Skilled Worker (i)"・"Specified Skilled Worker (ii)")

在留資格変更用

For change of status

- 22 特定技能雇用契約に係る保証金の徴収その他財産管理又は違約金等の支払契約の有無  
Is there a contract on the collection of a deposit pertaining to the employment contract for a specified skilled worker, or management of other property or the payment of penalties, etc.?  
有(徴収又は管理機関名: 徴収金額又は管理財産: )・無  
Yes (Name of the organization collecting the deposit or managing property: Deposit amount or type of property managed: ) / No
- 23 特定技能雇用契約に係る申込みの取次ぎ又は外国における活動準備に関する外国の機関への費用の支払について、その額及び内訳を十分に理解して合意していることの有無(当該費用の支払がある場合に記入)  
Do you fully understand and agree on the amount and breakdown of expenses to be paid to the organization in a foreign country concerning mediation for the application pertaining to the employment contract for specified skilled workers or preparations for activities in the foreign country? (Fill in this section if there are expenses to be paid.)
- 有 外国の機関名: □□□有限公司 支払額及び内訳: ○○元(約○○○円) )・無  
Yes Name of the organization in a foreign country: Paid expenses and breakdown: ) / No
- 24 国籍又は住居を有する国又は地域において定められる、本邦で行う活動に関連して遵守すべき手続を経ていることの有無(当該手続が定められている場合に記入)  
Have you followed the procedures to be complied with in relation to the activities to be conducted in Japan prescribed by the country or region of nationality or residence? (Fill in this section if such procedures are prescribed.)
- 有 無  
Yes No
- 25 本邦において定期的に負担する費用について、対価の内容を十分に理解して合意していることの有無(当該費用の負担がある場合に記入)  
Do you fully understand and have you agreed to the expenses to be paid on a regular basis in Japan? (Fill in this section if there are expenses to be paid.)
- 有 無  
Yes No
- 26 技能実習によって本邦において修得、習熟又は熟達した技能等の本国への移転に努めることの有無(技能実習の在留資格をもって在留していたことがある場合であって、「特定技能2号」での在留を希望する場合に記入)  
Will you endeavor to transfer the skills, etc. you acquire, the skills, etc. for which you increase proficiency or attain proficiency in Japan through the technical intern training? (Fill in this section if you have a previous history of residing in Japan with the status of residence of "Technical Intern Training", and wish to reside in Japan with the status of residence of "Specified Skilled Worker (ii)".)
- 有 無  
Yes No
- 27 申請人につき特定産業分野に特有の事情に鑑みて告示で定められる基準に適合していることの有無(当該基準が定められている場合に記入)  
Do you meet the criteria prescribed in the public notice in consideration of circumstances specific to the specified industrial field pertaining to you? (Fill in this section if such criteria are prescribed.)
- 有 無  
Yes No

## 28 職歴 Employment history

入社 Date of joining the company		退社 Date of leaving the company		勤務先名称 Place of employment	入社 Date of joining the company		退社 Date of leaving the company		勤務先名称 Place of employment
年 Year	月 Month	年 Year	月 Month		年 Year	月 Month	年 Year	月 Month	
20××	○○	20××	△△	△△					
20△△	××	20△△	○○	株式会社 ○○工業					

## 29 代理人(法定代理人による申請の場合に記入)

Legal representative (in case of legal representative)

(1)氏名

Name

(2)本人との関係

Relationship with the applicant

(3)住所

Address

電話番号

Telephone No.

携帯電話番号

Cellular Phone No.

以上の記載内容は事実と相違ありません。

I hereby declare that the statement given above is true and correct.

申請人(法定代理人)の署名/申請書作成年月日

Signature of the applicant (legal representative) / Date of filling in this form

甲 乙 丙

20△△ 年 × 月 ○ 日  
Year Month Day

## 注意 申請書作成後申

Attention In cases where des  
applicant (legal repr

Fill out this section if your application is being submitted on your behalf by someone from a registered support organization or by a certified administrative procedures legal specialist (gyoseishoshi).

## ※ 取次者

(1)氏名

Name

(2)住所

Address

(3)所属機関等(親族等については、本人との関係)

Organization to which the agent belongs (in case of a relative, relationship with the applicant)

電話番号

Telephone No.

## ◆ Sample Showing How to Fill Out the Form (If Entering Japan from Overseas)

別記第六号の三様式(第六条の二関係)  
申請人等作成用 1  
For applicant, part 1

日本国政府法務省  
Ministry of Justice, Government of Japan

在留資格認定証明書交付申請書  
APPLICATION FOR CERTIFICATE OF ELIGIBILITY

法務大臣 殿  
To the Minister of Justice

出入国管理及び難民認定法第7条の2の規定に基づき、次のとおり同法第7条第1項第2号に掲げる条件に適合している旨の証明書の交付を申請します。  
Pursuant to the provisions of Article 7-2 of the Immigration Control and Refugee Recognition Act, I hereby apply for the certificate showing eligibility for the conditions provided for in 7, Paragraph 1, Item 2 of the said Act.

写真  
Photo  
40mm × 30mm

1 国籍・地域  
Nationality/Region 中国

2 生年月日  
Date of birth 1991 年 1 月 1 日

3 氏名  
Name KOU OTUHEI 甲 乙 丙

4 性別  
Sex 男 Male

5 出生地  
Place of birth 中国 〇〇省〇〇市

6 配偶者の有無  
Marital status 有 Married / 無 Single

7 職業  
Occupation 溶接工

8 本国における居住地  
Home town/city 〇〇省〇〇市〇〇区〇〇路〇〇号

9 日本における連絡先  
Address in Japan 〇〇県〇〇市〇〇1-1 〇〇アパート101号室

電話番号  
Telephone No. △△△-〇〇〇-××××

携帯電話番号  
Cellular phone No. 090-〇〇〇〇-××××

10 旅券  
Passport (1) 番号  
Number G123456789

(2) 有効期限  
Date of expiration 20△△ 年 ×× 月 〇〇 日

11 入国目的(次のいずれか該当するものを選んでください。)  
Purpose of entry: check one of the followings

□ I「教授」 □ I「教育」 □ J「芸術」 □ J「文化活動」 □ K「宗教」 □ L「報道」  
"Professor" "Instructor" "Artist" "Cultural Activities" "Religious Activities" "Journalist"

□ L「企業内転勤」 □ L「研究(転勤)」 □ M「経営・管理」 □ N「研究」  
"Intra-company Transferee" "Researcher (Transferee)" "Business Manager" "Researcher"

□ N「技術・人文知識・国際業務」 □ N「介護」 □ N「技能」 □ N「特定活動(研究活動等)」  
"Engineer / Specialist in Humanities / International Services" "Nursing Care" "Skilled Labor" "Designated Activities (Researcher or IT engineer of a designated org)"

■ V「特定技能(1号)」 □ V「特定技能(2号)」 □ O「興行」 □ P「留学」 □ Q「研修」  
"Specified Skilled Worker (i)" "Specified Skilled Worker (ii)" "Entertainer" "Student" "Trainee"

□ Y「技能実習(1号)」 □ Y「技能実習(2号)」 □ Y「技能実習(3号)」  
"Technical Intern Training (i)" "Technical Intern Training (ii)" "Technical Intern Training (iii)"

□ R「家族滞在」 □ R「特定活動(研究活動等家族)」 □ R「特定活動(EPA家族)」  
"Dependent" "Designated Activities (Dependent of Researcher or IT engineer of a designated org)" "Designated Activities(Dependent of EPA)"

□ T「日本人の配偶者等」 □ T「永住者の配偶者等」 □ T「定住者」  
"Spouse or Child of Japanese National" "Spouse or Child of Permanent Resident" "Long Term Resident"

□ 「高度専門職(1号イ)」 □ 「高度専門職(1号ロ)」 □ 「高度専門職(1号ハ)」 □ U「その他」  
"Highly Skilled Professional(i)(a)" "Highly Skilled Professional(i)(b)" "Highly Skilled Professional(i)(c)" "Others"

12 入国予定年月日  
Date of entry 20△△ 年 ×× 月 〇〇 日

13 上陸予定港  
Port of entry 成田空港

14 滞在予定期間  
Intended length of stay 1年間

15 同伴者の有無  
Accompanying persons, if any 有 Yes / 無 No

16 査証申請予定地  
Intended place to apply for visa 北京

17 過去の出入国歴  
Past entry into / departure from Japan 有 Yes / 無 No

(上記で「有」を選択した場合) (Fill in the followings when the answer is "Yes")

回数 直近の出入国歴 年 月 日 から 年 月 日  
time(s) The latest entry from Year Month Day to Year Month Day

18 犯罪を理由とする処分を受けたことの有無(日本国外におけるものを含む。)  
Criminal record (in Japan / overseas) 有 Yes / 無 No

19 退去強制又は出国命令による出国の有無  
Departure by deportation / departure order 有 Yes / 無 No

(上記で「有」を選択した場合) (Fill in the followings when the answer is "Yes")

回数 直近の送還歴 年 月 日  
time(s) The latest departure by deportation Year Month Day

20 在日親族(父・母・配偶者・子・兄弟姉妹など)及び同居者  
Family in Japan (Father, Mother, Spouse, Son, Daughter, Brother, Sister or others) or co-residents

有(「有」の場合は、以下の欄に在日親族及び同居者を記入してください。)  
Yes (If yes, please fill in your family members in Japan and co-residents in the following columns)

無 No

続柄 Relationship	氏名 Name	生年月日 Date of birth	国籍・地域 Nationality/Region	同居予定の有無 Intended to reside with applicant or not	勤務先名称・通学先名称 Place of employment/school	在留カード番号 特別永住者証明書番号 Residence card number Special Permanent Resident Certificate number
				有・無 Yes / No		
				有・無 Yes / No		
				有・無 Yes / No		
				有・無 Yes / No		

※ 20については、記載欄が不足する場合は別紙に記入して添付すること。なお、「研修」、「技能実習」に係る申請の場合は記載不要です。  
Regarding item 20, if there is not enough space in the given columns to write in all of your family in Japan, fill in and attach a separate sheet.  
In addition, take note that you are not required to fill in item 20 for applications pertaining to "Trainee" / "Technical Intern Training".

(注) 裏面参照の上、申請に必要な書類を作成して下さい。 Note: Please fill in forms required for application. (See notes on reverse side.)

## ◆ If you passed a skills proficiency test and a Japanese language test

申請人等作成用 2 V (「特定技能(1号)」・「特定技能(2号)」)  
For applicant, part 2 V ("Specified Skilled Worker (i)"・"Specified Skilled Worker (ii)")

在留資格認定証明書用  
For certificate of eligibility

21 特定技能所属機関 Organization of affiliation of the specified skilled worker

(1)氏名又は名称 Name of person or organization 株式会社 ○○工業

(2)住所(所在地) Address △△県○○市××1-1-1 電話番号 Telephone No. △△-×××-○○○

22 技能水準 Skill level

☒ 分野別運用方針に定める評価方法による証明 Proof based on the field-specific skills proficiency test that you passed.

☒ 試験による証明 Proof based on the passing of an examination

合格した試験名 Name of passed exam 製造分野特定技能1号評価試験(溶接)

☐ その他の評価方法による証明 Proof based on some other evaluation method

☐ 技能実習2号を良好に修了 Successfully completed Technical Intern Training (ii)

23 日本語能力(「特定技能1号」での入国を希望する場合に記入)  
Japanese language ability (Fill in this section if you wish to enter Japan with the status of "Specified Skilled Worker (i)")

☒ 分野別運用方針に定める評価方法による証明 Proof based on the field-specific skills proficiency test that you passed.

☒ 試験による証明 Proof based on a Japanese language test

合格した試験名 Name of passed exam 日本語能力試験(N4)

☐ その他の評価方法による証明 Proof based on some other evaluation method

☐ 技能実習2号を良好に修了 Successfully completed Technical Intern Training (ii)

24 良好に修了した技能実習2号(上記22, 23において技能実習2号を良好に修了を選択した場合に記入)  
Technical Intern Training (ii) that was successfully completed (Fill in this section if you selected "Successfully completed Technical Intern Training (ii) in 22 and 23 above)

(1)職種・作業(技能実習法施行規則別表第2の職種・作業を記入)  
in the occupation /operations under Appended Table II of the Ordinance for Enforcement of the Act on Proper Technical Intern Training and Protection of Technical Intern Trainees)

職種 Occupation 作業 Operations

良好に修了したことの証明 Proof of successful completion

☐ 3級の技能検定又はこれに相当する技能実習評価試験の実技試験の合格による証明  
Proof based on passing Grade 3 of the National Trade Skills Test or the practical test of an equivalent technical intern training evaluation exam

☐ 実習状況に関する書面による証明  
Proof based on a document relating to the status of the technical intern training

(複数ある場合には(2)に記入) (Fill in (2) if you have several forms of proof)

(2)職種・作業(技能実習法施行規則別表第2の職種・作業を記入)  
Occupation / Operations (Fill in the occupation /operations under Appended Table II of the Ordinance for Enforcement of the Act on Proper Technical Intern Training and Protection of Technical Intern Trainees)

職種 Occupation 作業 Operations

良好に修了したことの証明 Proof of successful completion

☐ 3級の技能検定又はこれに相当する技能実習評価試験の実技試験の合格による証明  
Proof based on passing Grade 3 of the National Trade Skills Test or the practical test of an equivalent technical intern training evaluation exam

☐ 実習状況に関する書面による証明  
Proof based on a document relating to the status of the technical intern training

25 申請時における特定技能1号での通算在留期間(過去の在留歴を含む。「特定技能1号」での入国を希望する場合に記入)  
Cumulative period of stay with "Specified Skilled Worker (i)" at the time of submitting this application (including past residence history; fill in this section if you wish to enter Japan with the status of "Specified Skilled Worker (i)")

0 年 0 月  
Year Month

Completely fill in one of these boxes.

You do not need to fill this out if you passed a skills proficiency test.

## 申請人等作成用 3 V (「特定技能(1号)」・「特定技能(2号)」)

在留資格認定証明書用

For applicant, part 3 V ("Specified Skilled Worker (i)"・"Specified Skilled Worker (ii)")

For certificate of eligibility

- 26 特定技能雇用契約に係る保証金の徴収その他財産管理又は違約金等の支払契約の有無  
Is there a contract on the collection of a deposit pertaining to the employment contract for a specified skilled worker, or management of other property or the payment of penalties, etc.?  
有 (徴収又は管理機関名: 徴収金額又は管理財産: )・無  
Yes (Name of the organization collecting the deposit or managing property: Deposit amount or type of property managed: ) / No
- 27 特定技能雇用契約に係る申込みの取次ぎ又は外国における活動準備に関する外国の機関への費用の支払について、その額及び内訳を十分に理解して合意していることの有無 (当該費用の支払がある場合に記入)  
Do you fully understand and agree on the amount and breakdown of expenses to be paid to the organization in a foreign country concerning mediation for the application pertaining to the employment contract for specified skilled workers or preparations for activities in the foreign country? (Fill in this section if there are expenses to be paid.)  
有 外国の機関名: □□□有限公司 支払額及び内訳: ○○元 (約○○○円) )・無  
Yes (Name of the organization in a foreign country: Paid expenses and breakdown: ) / No
- 28 国籍又は住居を有する国又は地域において定められる、本邦で行う活動に関連して遵守すべき手続を経ていることの有無 (当該手続が定められている場合に記入)  
Have you followed the procedures to be complied with in relation to the activities to be conducted in Japan prescribed by the country or region of nationality or residence? (Fill in this section if such procedures are prescribed.)  
有・無  
Yes / No
- 29 本邦において定期的に負担する費用について、対価の内容を十分に理解して合意していることの有無 (当該費用の負担がある場合に記入)  
Do you fully understand and have you agreed to the expenses to be paid on a regular basis in Japan? (Fill in this section if there are expenses to be paid.)  
有・無  
Yes / No
- 30 技能実習によって本邦において修得、習熟又は熟達した技能等の本国への移転に努めることの有無 (技能実習の在留資格をもって在留していたことがある場合であって、「特定技能2号」での入国を希望する場合に記入)  
Will you endeavor to transfer the skills, etc. you acquire, the skills, etc. for which you increase proficiency or attain proficiency in Japan through the technical intern training? (Fill in this section if you have a previous history of residing in Japan with the status of residence of "Technical Intern Training", and wish to enter Japan with the status of residence of "Specified Skilled Worker (ii)").  
有・無  
Yes / No
- 31 申請人につき特定産業分野に特有の事情に鑑みて告示で定められる基準に適合していることの有無 (当該基準が定められている場合に記入)  
Do you meet the criteria prescribed in the public notice in consideration of circumstances specific to the specified industrial field pertaining to you? (Fill in this section if such criteria are prescribed.)  
有・無  
Yes / No

## 32 職歴 Employment history

入社		退社		勤務先名称 Place of employment	入社		退社		勤務先名称 Place of employment
Date of joining the company	Date of leaving the company	Date of joining the company	Date of leaving the company		Date of joining the company	Date of leaving the company	Date of joining the company	Date of leaving the company	
年	月	年	月		年	月	年	月	
Year	Month	Year	Month		Year	Month	Year	Month	
20××	○○	20××	△△	△△					
20△△	××	20△△	○○	株式会社 ○○工業					

Fill out this section if your application is being submitted on your behalf by someone from your company.

## 33 申請人、法定代理人、法第7条の2第2項に規定する代理人

(Applicant, legal representative or the authorized representative, prescribed in Paragraph 2 of Article 7-2.)

(1)氏名 入管 太郎 (2)本人との関係 特定技能所属機関の職員  
Name Relationship with the applicant

(3)住所 東京都○○区○○1-1-1  
Address

電話番号 03-○○○○-×××× 携帯電話番号 080-△△△△-○○○○  
Telephone No. Cellular Phone No.

以上の記載内容は事実と相違ありません。  
申請人(代理人)の署名/申請書作成年月日

I hereby declare that the statement given above is true and correct.  
Signature of the applicant (representative) / Date of filling in this form

入管 太郎

20△△ 年 ×× 月 ○○ 日  
Year Month Day

注意 申請書作成  
Attention In cases where  
applicant (representative)

Fill out this section if your application is being submitted on your behalf by someone from a registered support organization or by a certified administrative procedures legal specialist (gyoseishoshi).

## ※ 取次者 Agent

(1)氏名 (2)住所  
Name Address

(3)所属機関等 Organization to which the agent belongs 電話番号 Telephone No.

# 4

## Frequently Asked Questions

### ◆ Questions Related to Status of Residence

**Q1** | I am a Technical Intern Trainee, and I am currently doing my Technical Intern Training. Can I change my status of residence to Specified Skilled Worker?

**A** | First you must complete your Technical Intern Training. If, for some particular reason, you become unable to continue your Technical Intern Training, then please consult with your supervisory organization or the Organization for Technical Intern Training.

**Q2** | I have previously lived in Japan as a Technical Intern Trainee. Can I go to Japan as a Specified Skilled Worker?

**A** | If you have satisfactorily completed Technical Intern Training (ii), then you can work in Japan without having to take a test. However, if you intend to work in a field other than the one in which you did your Technical Intern Training, then you will have to take a skills proficiency test for the field in which you want to work.

**Q3** | If I switch my status of residence from a Student status of residence to a Specified Skilled Worker status of residence, what happens to the status of residence of my family members? Would my family members be required to return to their home country?

**A** | You cannot bring family members with you if you are a Specified Skilled Worker (i). However, a family member such as a spouse or a child is already living in Japan with a Dependent status of residence, then they might be allowed to change their status of residence. For more details, please contact the nearest Immigration office.

**Q4** | In order to work under the Specified Skilled Worker status of residence, are there any rules regarding educational background, such as graduation from university or vocational college?

**A** | If you pass a proficiency test or satisfactorily complete Technical Intern Training (ii) or (iii), no particular educational background is required. In order to work as a Specified Skilled Worker, you must be at least 18 years of age.

**Q5** | After I have begun working under a Specified Skilled Worker status of residence, can I switch to working at a different company?

**A** | If you are engaged in employment-seeking activities, you can at least remain in Japan for the duration of your status of residence, and if your new job is in the same field, you can work at a different company without taking a proficiency test. However, if, without a particular reason, you go three months or longer without engaging in activities related to your Specified Skilled Worker status of residence — for example, if you go three months or longer without seeking employment — then your status of residence might be rescinded.

**Q6** | Can I drive an automobile?

**A** | If you have a driver's license, then you can drive an automobile. Various types of information related to life in Japan can be obtained at the orientation session on living in Japan that your company will offer. Important information about living and working in Japan is also provided in the Guidebook on Living and Working.

[http://www.moj.go.jp/EN/nyuukokukanri/kouhou/m\\_nyuukokukanri10\\_00001.html](http://www.moj.go.jp/EN/nyuukokukanri/kouhou/m_nyuukokukanri10_00001.html)



**Q7** | Can I obtain Permission to Engage in Activity Other Than That Permitted under the Status of Residence Previously Granted?

**A** | You cannot obtain Permission to Engage in Activity Other Than That Permitted under the Status of Residence Previously Granted in order to work a side job.

**Q8** | Can I obtain a Permanent Resident status of residence?

**A** | The maximum length of time you can stay in Japan under the Specified Skilled Worker (i) status of residence is five years. For that reason, it is difficult to switch to a Permanent Resident status of residence.

#### ◆ Questions Related to Proficiency Tests

**Q9** | Not many proficiency tests are offered in my own country. Can I first go to Japan and then take a proficiency test?

**A** | As of April 2020, it is possible to come to Japan with a Temporary Visitor status of residence in order to take proficiency tests, so you can take proficiency tests in Japan.

**Q10** | Is there a limit to how many times I can take a proficiency test?

**A** | There is no limit to how many times you can take a proficiency test, but taking a proficiency test costs money.

**Q11** | I passed level N4 of the Japanese-Language Proficiency Test. Do I also need to pass the Japan Foundation Test for Basic Japanese?

**A** | You need to pass either test. In this instance, you do not need to pass the Japan Foundation Test for Basic Japanese. However, to work in the nursing care field, you need to pass the Nursing Care Japanese Language Evaluation Test in addition to one of the two aforementioned tests.





**Q12** | I want to work in a field that differs from my Technical Intern Training. Do I need to take a proficiency test?

**A** | If you satisfactorily completed Technical Intern Training (ii), then you don't have to take a Japanese language test. However, you need to take a proficiency test in the field in which you want to work.

**Q13** | Where can I find the schedule for skills proficiency tests and Japanese language tests?

**A** | Please check the website of the Ministry of Justice for notices regarding test schedules. (Website is in Japanese.)

[http://www.moj.go.jp/isa/policies/ssw/nyuukokukanri06\\_00064.html](http://www.moj.go.jp/isa/policies/ssw/nyuukokukanri06_00064.html)



#### ◆ Questions Related to Support

**Q14** | Who pays for the support I receive from my company?

**A** | Generally, your company pays for it. However, please contact the nearest Immigration office if it gets deducted from your salary.

**Q15** | What should I do if my company does not provide proper support?

**A** | If you are working under a Specified Skilled Worker (i) status of residence, your company is obligated to provide support, so please contact the nearest Immigration office if they do not.

## Comments from People Working Under the Specified Skilled Worker Status of Residence

In this section, you can read comments by people actually working under the Specified Skilled Worker status of residence. Please use it for reference purposes.

### ● Nursing Care Field

My desire to work as a care worker in Japan increased during the four years I spent as an EPA care worker candidate, and because I only failed the National Certified Care Worker Examination by seven points, I decided to try again.

I want to quickly pass the National Certified Care Worker Examination and become a teacher in Indonesia to teach people who aim to become nursing care workers in Japan about the benefits of nursing care.



### ● Machine Parts and Tooling Field

The Japanese people are kind, and there are numerous company events, so both my work life and personal life are fulfilling.

I was filled with anxiety before I came to Japan, but senior employees and my boss trained me well, and I'm so glad now that they count on me.

Participating in a local summer festival



Sports day



### ● Industrial Machinery Field

I had a lot of difficulties when I first came to Japan, but once I started working, I got stronger and realized that I was helping my family. Now that I'm used to my job, my next goal is to make good products more quickly.

Participating in a festival ▶



I want to take the things I've learned about the Japanese way of thinking, etiquette, service, and so on back with me to Vietnam. I feel that I have been able to improve my skills and grow more than I expected since coming to Japan.

Japanese study session at the company ▶



### ● Construction Field

When I first came to Japan as a technical intern trainee, I had a difficult time learning how to work and live in Japan.

Since coming back to Japan, I have gotten used to Japanese culture and the way of doing things, and my lifestyle has become more relaxing.

### ● Shipbuilding and Ship Machinery Field

I'm very fortunate to have had the opportunity to work as a technical intern trainee, as a shipbuilding worker, and now under a Specified Skilled Worker (i) status of residence.

At the company where I work, I have experience as a trainee and a worker, and my job is easy now that I am used to my company and my welding duties.

I would like to work hard as a group organizer, teaching this job to trainees and workers at the worksite.



It is convenient with the dormitory located close to the company and a supermarket.



## 6

# Contact Information

- ◆ Please contact the nearest Immigration office if there is anything you don't understand regarding the Specified Skilled Worker program.

Immigration Services Agency of Japan (Japanese only)

<http://www.moj.go.jp/isa/index.html>



Immigration Information Center (Monday–Friday, 8:30 a.m.–5:15 p.m.)

Note: Service is available in several languages (English, Chinese, Spanish, etc.) in addition to Japanese.

Tel: **0570-013904**

Tel: **03-5796-7112** (VoIP, PHS, and international calls)

## Regional Offices of the Immigration Services Agency of Japan

Sapporo Regional Immigration Bureau	Tel: <b>011-261-7502</b>
Sendai Regional Immigration Bureau	Tel: <b>022-256-6076</b>
Tokyo Regional Immigration Bureau	Tel: <b>0570-034259</b>
(VoIP, PHS, and international calls)	Tel: <b>03-5796-7234</b>
Yokohama District Immigration Office	Tel: <b>045-769-1720</b>
Nagoya Regional Immigration Bureau	Tel: <b>052-559-2150</b>
Osaka Regional Immigration Bureau	Tel: <b>06-4703-2100</b>
Kobe District Immigration Office	Tel: <b>078-391-6377</b>
Hiroshima Regional Immigration Bureau	Tel: <b>082-221-4411</b>
Takamatsu Regional Immigration Bureau	Tel: <b>087-822-5852</b>
Fukuoka Regional Immigration Bureau	Tel: <b>092-717-5420</b>
Naha District Immigration Office	Tel: <b>098-832-4185</b>

## 7

# Specified Skilled Worker Checklist

◆ Check the following items if you have already begun working under a Specified Skilled Worker (i) status of residence.

Yes	No	Items to check
<input type="checkbox"/>	<input type="checkbox"/>	Did your company explain the details of your contract before you obtained your status of residence?
<input type="checkbox"/>	<input type="checkbox"/>	Additionally, were the details of your job and your salary the same as what you were told beforehand?
<input type="checkbox"/>	<input type="checkbox"/>	Is someone from your company going to pick you up at the airport when you arrive in Japan and drop you off when departing Japan to return to your home country?
<input type="checkbox"/>	<input type="checkbox"/>	Is someone from your company going to explain the rules for living in Japan, such as how to ride buses and trains?
<input type="checkbox"/>	<input type="checkbox"/>	Is someone from your company going to help you when you go to city hall to carry out procedures?
<input type="checkbox"/>	<input type="checkbox"/>	Is someone from your company going to help you study Japanese?
<input type="checkbox"/>	<input type="checkbox"/>	Are you able to ask questions with an interpreter present when you have problems?
<input type="checkbox"/>	<input type="checkbox"/>	Does someone from your company provide opportunities to talk with Japanese people, such as providing you with information about festivals?
<input type="checkbox"/>	<input type="checkbox"/>	Will your company help you find work at another company if they intend to lay you off?
<input type="checkbox"/>	<input type="checkbox"/>	Does someone from your company hold a meeting with you once every three months?

Your company is required to provide you with support. Please contact the nearest Immigration office if you have any problems regarding your work or the support your company is supposed to provide.