

## Check List upon arrival in Japan

### Upon arrival to Japan:

**Residence card** 在留カード (zairyu card)

Under the Residency Management System (在留管理制度), your "residence card" will be issued at the port of entry (airport).

[https://www.moj.go.jp/isa/publications/materials/newimmiact\\_4\\_index.html](https://www.moj.go.jp/isa/publications/materials/newimmiact_4_index.html)

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### Before you move to your site:

**Cashing your (Yen) check**

The first grant payment will be made by check. Please make sure to cash your check at a designated bank nearby the JUSEC office before moving to your site.

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### Upon arrival to your site:

**Secure your housing**, so you have an address.

**Registration of your address in Japan and National Health Insurance (NHI)** 国民健康保険 (kokumin kenko hoken)

Within 14 days after you find a place to live (dorm or apartment), please visit a municipal office with your "residence card" and register your address (住民登録) in Japan. If you move, you need to register again within 14 days after you move into a new place.

In addition, sign up for the NHI at a municipal office as well. (You must join the National Health Insurance if you have a visa for more than 3 months in Japan.) \*Although all Fulbright grantees are covered by Fulbright group insurance, NHI would be more practical when you get sick and visit a doctor/clinic in Japan.

Also, pick up other useful local information for disaster preparation, emergency protocols, etc.

### \*国民年金 National Pension (in Japan)

<http://www.nenkin.go.jp/international/english/nationalpension/nationalpension.html>

The National Pension (Kokumin Nenkin) is a public pension system that provides pension benefits to an insured person when he/she reaches a pension age.

When you complete the resident registration at the municipal office, you need to register/enroll National Health Insurance. Also, regardless of nationality, all registered residents of Japan aged 20 to 59 years are obliged to enroll in the National Pension System.

However, you may be exempted from paying Nenkin contribution under certain circumstances. Since JUSEC is not in the position to provide advice regarding Nenkin, please consult your host university and municipal office if you can apply for the "Exemption of the Contributions." If your application for exemption is granted, you will be exempted from contribution payments.

## **Open your bank account** 銀行口座の開設

Except for the initial payment, which our office will give to you on arrival in the form of a check, your grant payments will be wire transferred into your bank account in Japan. Unless you already have one, you need to open an account.

Recently some of our American grantees have informed that they experienced some difficulties in opening bank accounts.

Some banks will not open new accounts unless you have resided in Japan for more than 6 months due to newly introduced regulations. The megabanks are considered to be difficult to open accounts; however, some grantees have successfully opened accounts with them. Like many matters to navigating your life and settling in process in Japan, working with banks in Japan will most likely require much patience and flexibility. Please be prepared that this process can require considerable time to visit a few different banks or locations and fill out necessary documentation to successfully open an account.

Important points and suggestions:

- Your residence card (zairyu ka-do 在留カード) with your local address is required to open an account. A Japanese stamp/seal (hanko ハンコ/inkan 印鑑) may be required in some banks. You may order one online or at local seal stores.
- There are two types of accounts in Japan: a regular account (futsu 普通) or non-resident account (非居住者). Regular account is preferred but either is acceptable. Note: A regular account can be either checking or savings deposit type (toza-yokin 当座預金 or futsu-yokin 普通預金).
- Internet based banks in Japan are acceptable.
- Some universities have a designated bank for students. Before visiting a bank near campus, make sure to ask your university administrator.
- Banks close at 3pm and many ATMs are closed in the evenings, weekends, and holidays. Some local convenience stores (conbini コンビニ) have 24-hour ATMs. Despite "24 hour" operations, make sure to check on store operating hours, as this may vary depending on the size and location.

## **You can use your bank account for utility payments.**

公共料金の支払い方法 (自動振込み、または銀行自動引き落とし)

Usually, you need to register with different companies respectively for gas, water, electricity and phone services. First, ask the real estate agent for each contact information.

Payment system: You can pay bills in cash at a bank, post office, or convenience store; often electricity and gas on a monthly basis and water on a bimonthly basis. OR,

You can arrange to have utility costs paid via automatic bank transfer 自動振込み "jido furikomi" or 自動引き落とし "jido hikiotoshi". You may apply for this system at the counter of your bank after you have received the first bill, since your customer identification number is required for application. Payments are made without handling charges.

Note: When you move out, make sure you completely cancel each utility account by contacting each company in advance. When you close the accounts, they calculate the exact day to turn off the utility, thus you usually need to make the last payment in cash after their adjustment.

## **(Smart) Phone (keitai denwa or sumaho)** 携帯電話 or スマホ

"Residence card" with your local address would be required to apply for a smart phone plan. You may purchase a SIM card at the airport, electronics retail stores, or online. Since there many options, you should research and collect information what is the best option for you.

## **Internet**

Unless you secure housing with internet installed already, it may require a month to obtain Internet

services at your place. First you need to consult the real estate agent about the installment.

- Business card (meishi)** 名刺

You can check university coop or search on the internet for meishi printing service.

### **Enroll the Department of State's "Smart Traveler Enrollment Program (STEP)"**

**<https://step.state.gov/step/>**

- Before temporarily exiting from Japan, you must** submit

Form 5 "Request for temporary exit from Japan" two or more weeks in advance of your travels:

Note: "Re-Entry Permit" won't be required under the new resident management system. However, we still would like to receive form 5 since you won't be covered by Fulbright Group Insurance while you are outside of host country (Japan.)

## For Students:

### Once at your university, please remember the following:

Registration, tuition payment and other administrative matters at the university

For the first semester:

Visit the university administration office first unless you are instructed to see a specific staff/advisor. Take care of registration, student ID, sign up for classes, etc. If the university charge you tuition/affiliation fees, please inform JUSEC as soon as possible and confirm the payment method with JUSEC staff.

For the next academic year:

Early next year, be sure to check with the university administration whether or not you need to re-register for spring term as Japanese university's new academic year starts in April. Do not forget spring semester tuition payment. Fulbright will not automatically prepare tuition. You need to send a copy of your tuition information to Fulbright.

Meeting with your advisor

If your initial meeting is not set up yet, please contact your academic advisor directly or through the administration. Dress appropriately.

Visit International office

Arranging language lessons with a tutor, if necessary. (Fulbright Fellow Only)

Seek opportunities at the university to practice Japanese with a student volunteer like a language buddy program.

If the university does not offer any Japanese language courses for non-degree student or language buddy program, find a tutor, then submit Form 8: Request for the use of language allowance along with your tutor's resume. You must receive approval from Fulbright in advance before you finalize arrangements. After starting your private Japanese lessons with a tutor, send Fulbright the actual receipts for reimbursement.

NOTE: You need to estimate how many lessons you can have and stay within the budget.

Housing procedure

If you live in the university housing, take care of necessary matters.