

**[Important Items]**

Input in AMARYS:

Be sure to check for errors after you have entered your information in the AMARYS system. If procedures in the AMARYS system are carried out with incorrect information, ERFs certificate application will need to be redone, and the issuance of your visa may be delayed.

Check the expiry date of your passport. If you plan to renew your passport, please upload a copy of your new passport in AMARYS after your passport renewal. (Important: Do not upload your old passport information because if you do, your ERFs certificate must be re-issued with your new passport number!)

Can't download the Letter of Consent form?

The Letter of Consent form is not downloadable. You can enter your information, sign, and submit the Letter of Consent form all online on Adobe Sign via the URL found in AMARYS. Upon submitting the form online, a PDF copy of the completed form will be sent to your registered email address. Upload this PDF to AMARYS.

**[Overall Flow]**

- **Is my country or region of residence a non-designated country? Do I need to quarantine in a government specified facility after entering Japan? Do I need to quarantine? I have completed three doses of a COVID-19 vaccine in a non-designated country or region—do I still need to stay at a hotel or quarantine facility?**
- **I want to know the list of non-designated countries.**
- **Will the quarantine period be shortened if I take a PCR test on the third day of my quarantine period?**

Be sure to review the details regarding the above questions via the following links and be familiar with your quarantine plan prior to your departure:

English (undergrad): [http://r.apu.jp/EntryGuidelines\\_2203E](http://r.apu.jp/EntryGuidelines_2203E)

English (graduate school): [http://r.apu.jp/EntryGuidelines\\_2203GS](http://r.apu.jp/EntryGuidelines_2203GS)

Japanese: [http://r.apu.jp/EntryGuidelines\\_2203J](http://r.apu.jp/EntryGuidelines_2203J)

Check the following link to determine **whether your country or region is currently designated**:

[https://www.mhlw.go.jp/stf/seisakunitsuite/bunya/0000121431\\_00249.html](https://www.mhlw.go.jp/stf/seisakunitsuite/bunya/0000121431_00249.html)

- **Can I arrive somewhere other than Tokyo?**

Arrival must be at Fukuoka Airport or a Tokyo area airport (Haneda (HND) and Narita (NRT)).

- **Can I make a reservation for a flight from Tokyo to Oita?**

Do NOT make a reservation of your domestic flight for yourself. Reservations will be made by JTB, a travel agency appointed by the university, with consideration taken regarding the time of your AP House move-

in, your PCR test results at the arriving airport upon entry to Japan, and possible determination of in-flight close-contact status after your flight to Japan. This is also to allow APU students to travel to Oita Airport on the same flight as much as possible.

#### **[Before Departure]**

- **What is a COE?**

COE is an abbreviation of Certificate of Eligibility, a document issued by the Immigration Bureau of Japan. It is required when applying for a visa at a Japanese embassy, consulate general, or other visa-issuing institution in your country. Your COE will be sent to you from APU. (Some COEs have already been sent.)

- **I haven't received a COE yet. What should I do?**

We are currently sending COEs out in order of application to students who will enroll in spring 2022. Your COE should arrive by post most likely by the end of March or early April. If you have not yet received your COE, please wait a bit longer.

If you have not yet received your COE, you should upload a blank, white page in the COE upload section within AMARYS. Enter your other personal information in AMARYS. Once you receive your ERFs certificate (Certificate for Completion of Registration to the ERFs System) from JTB and a COE from APU, please apply for a visa at your nearest Japanese embassy/consulate or other visa-issuing institution in your country.

- **Should I upload a vaccination certificate even if the vaccine I received is not approved by the Japanese government?**

Upload all of your vaccination certificates to AMARYS and bring them with you when you come to Japan even if the vaccine you received is not approved by the Japanese government. Note that all three vaccine types must be approved by the Japanese government in order for you to be regarded as having completed your third dose.

- **I haven't received the Letter of Declaration (申立書).**

It will be sent to you from JTB by e-mail in a zip file together with your ERFs certificate within approximately five business days after you enter your information in AMARYS.

- **What section should I fill in within AMARYS for my ERFs certificate to be issued?**

Complete the 'Personal Information Registration' section in Step 1. If you have not yet received a COE, please refer to the "I haven't received a COE yet. What should I do?" section above.

- **Will I stay at the hotel and address indicated on my ERFs Certificate?**

The hotel name and address on your ERFs certificate is tentative. It is a hotel that is often used by APU as a quarantine facility for students. It is possible that you will stay at a different hotel. The actual hotel you will be staying will be informed by email from JTB three days before your departure from your country or region of residence.

- **Do I have to apply for a visa myself?**

Yes, please apply for a visa by yourself. You may need to make a reservation for your visa application. Bring the ERS certificate and letter of declaration that you received from JTB in addition to your COE, passport, and other necessary documents to your nearest Japanese embassy/consulate general or other visa-issuing institution in your country to apply for a visa. Be sure to confirm the necessary documents and procedures in advance.

- **When should I make a reservation for a flight to Japan?**

Ask how long it will take for your visa to be issued when you apply for a visa at your nearest embassy/consulate general or other visa-issuing institution in your country, and reserve a flight based on the number of days you are told. **Please note that for JTB to arrange a hotel and domestic transportation on your behalf, JTB needs at least 10 days from the date that you upload your flight information to AMARYS before the date of your departure for Japan.** It is also recommended that you reserve a flight that can be cancelled or changed, as visa issuance may be delayed.

**IMPORTANT: If you enter the information of your flight to Japan into AMARYS after 10 days before your departure, JTB will not be able to book your hotel, meals, and transportation in Japan in time for your entry to Japan.**

We have heard that some countries and regions require flight tickets when applying for a visa. Should this be the case, confirm in advance with the embassy/consulate general or visa-issuing institution in your country regarding when you should reserve a flight. Upon booking your flight, enter your flight information and upload your flight itinerary in AMARYS at least 10 days before the date of your arrival in Japan. Again, it is recommended that you reserve a flight that can be cancelled or changed, and be sure NOT to book any domestic flight in Japan.

- **There are less than 14 days until I will enter Japan. I couldn't take my body temperature for 14 days up until my entry to Japan. Is that okay?**

You must take your body temperature right away from today and enter it in AMARYS.

- **Do I need to make a reservation for my own PCR test which I must take within 72 hours before my departure?**

1. PCR testing within 72 hours before departure from your country or region of residence must be reserved and paid for by you.
2. No reservations are required for free PCR testing administered at your arriving airport at the time of entry to Japan.
3. The PCR test to be taken on the third day of quarantine will be reserved by the university at the cost of the university.
4. Please note that there are cases in which the test certificate you obtained within 72 hours before your departure from your country may not be approved at the quarantine station at your arrival airport. Should that happen, you will be denied entry to Japan and will be deported to your country.

In order to avoid such risks, be sure to use the test certificate designated by the Japanese government. The test certificates in multiple languages are downloadable from the Ministry of Foreign Affairs link below:

[https://www.mofa.go.jp/ca/fna/page25e\\_000334.html](https://www.mofa.go.jp/ca/fna/page25e_000334.html)

- **What phone number, email, and address for my quarantine hotel should I enter in the Questionnaire?**

You will find the **address of your quarantine hotel** in the email sent to you from JTB three days before your departure.

Use **080-6221-8446** in the **'Emergency contact telephone number'** section.

For the **'Mobile phone number available in Japan'** section, use the number of the smartphone on which you have installed the required government-designated applications. If you plan to rent a smartphone after your arrival in Japan, use the number of the rental smartphone.

**Students enrolled before 2022** should use their **APU email address** in the 'E-mail' section while those **enrolled in spring 2022** should use **your personal email address associated with their application to APU**.

If you indicate that you do not have a vaccination certificate in the MySOS app prior to your departure from your residing country/region, you can not present one at the time of your entry to Japan to shorten your quarantine period. The Japanese government recommends three doses of an approved COVID-19 vaccine for entry to Japan, so please carefully consider being vaccinated prior to your departure from your residing country/region. None of the three vaccine doses will be considered complete if they are not of a type approved by the Japanese government. Vaccination certification showing all completed doses should be brought with you to Japan, regardless of the type of vaccine.

- **I am having problems uploading my test result to MySOS. What should I do? Can I still enter Japan?**

If you are experiencing problems uploading your test result to MySOS, you may wish to uninstall and reinstall the application. If you are still having issues, please do not worry. You can ask the staff at the quarantine station at your arrival airport for who are there to assist you with your smartphone and applications.

- **How should I send my baggage?**

Be sure to include your AP House (AP House 1, 2, 3 or 4) and your room number in the address you will write on the way bill. Please refer to the following link for details regarding sending luggage in advance: [https://admissions.apu.ac.jp/resource/load/documents\\_2022/Sending\\_Luggage\\_in\\_Advance\\_EJ\\_22SP.pdf](https://admissions.apu.ac.jp/resource/load/documents_2022/Sending_Luggage_in_Advance_EJ_22SP.pdf)

- **When will I get information about accommodations?**

Such information will be sent to you via email by JTB three days before departure from your country or region of residence. If you will complete quarantine at a government-designated facility, you will move to a university-designated hotel and stay there for one night after you have finished your quarantine period at the government facility. Again, your hotel information will be emailed to you three days prior to

departure from your residing country. The government-designated quarantine facility in which you will stay if applicable will be determined at the quarantine station at your arriving airport in Japan.

- **Should I update my flight information in the AMARYS system if I change my flights at the last minute due to flight cancelation, flights changed by the airlines, or missing a flight?**

If you change or cancel your flight after 5 days before your departure, be sure to email JTB ([d\\_erami431@jtb.com](mailto:d_erami431@jtb.com) and [apu-resitra@jtb.com](mailto:apu-resitra@jtb.com)) as well as APU ([applied@apu.ac.jp](mailto:applied@apu.ac.jp)) immediately by stating "URGENT" in the title of your email. Then, please update your flight information in AMARYS so that JTB change your reservation for hotel and transportation in Japan. Please note that you must pay for the cancelation fees for hotel and domestic transportation in Japan for changes made after 10 days before your departure from your county.

- **I tested positive on the test taken within 72 hours prior to departure from my residing country. What should I do?**

Be sure to email JTB ([d\\_erami431@jtb.com](mailto:d_erami431@jtb.com) and [apu-resitra@jtb.com](mailto:apu-resitra@jtb.com)) as well as APU ([applied@apu.ac.jp](mailto:applied@apu.ac.jp)) immediately, then undergo treatment according to the rules specified in your country. In order to travel to Japan, you must take another PCR test within 72 hours of departure from your residing country and obtain a negative certificate. In order to minimize the risk of being denied entry to Japan, be sure to use the COVID-19 test certificate format (<https://www.mhlw.go.jp/content/000799426.pdf>) designated by the Japanese government. Please note that you must pay for the cancelation fees for hotel and domestic transportation in Japan.

Please note that generally speaking, you may still test positive within 20 days average after you have cured. This is because fragments of viral RNA can remain in your body long after the infection is over and the virus has been cleared from your system. Be sure to obtain a negative test result in order to plan your travel to Japan.

- **How much money should I bring with me to Japan?**

We recommend bringing approximately 200,000 Japanese yen (JPY) in cash with you for living expense for the first two months when you travel to Japan. This is because there are some foreign currencies that cannot be exchanged in Japan. It will also take some time to open a bank account upon your arrival at APU. In addition, we also recommend to bring about 30,000 JPY for sending luggage from your quarantine hotel to AP House, and other unexpected needs during your quarantine period.

#### **[After Arrival]**

- **Will someone come to the airport to pick me up to move to the quarantine location?**

After your entry to Japan, a representative from JTB will be on standby at the airport. This person will show you how to move to the hotel. If you are doing the quarantine in the government-designated facility, follow instructions given by the quarantine station at your arrival airport.

- **If I take a PCR test on the third day of my quarantine period, will I definitely be able to leave the hotel on the fourth day? When can I get the test results?**

The results of the PCR test taken on the third day of quarantine will be received by the night of the third day or morning of the fourth day. Therefore, if you test negative, then movement from the hotel on the fourth day will not be affected. If you test positive, you must follow instructions given by the government/health center and undergo treatment.

Additionally, if you are quarantining at a government designated facility in Fukuoka, you will take the PCR test on the third day. If you test negative, you will move to a hotel in the fourth day and stay there for one night. You will then travel to APU on the fifth day.

- **I tested positive at my arriving airport. What should I do?**

Be sure to contact JTB ([d\\_erami431@jtb.com](mailto:d_erami431@jtb.com) and [apu-resitra@jtb.com](mailto:apu-resitra@jtb.com)) as well as APU ([applied@apu.ac.jp](mailto:applied@apu.ac.jp)) immediately and let us know the name of the hotel you are staying, and the date, time and location at the airport you will be released after treatment. Please note that the cancellation fees for the hotel and domestic transportation will need to be paid by the students.

- **I was denied entry to Japan because my COVID-19 test certificate obtained within 72 hours of departure from my country was not approved at the quarantine station. What should I do?**

Be sure to contact JTB ([apu-resitra@jtb.com](mailto:apu-resitra@jtb.com)) and APU ([applied@apu.ac.jp](mailto:applied@apu.ac.jp)) immediately as you will need to return to your residing country. Please let us know exactly what you were told to do at the quarantine station. Please note that you will have to pay for the meals and the cancellation fees for the hotel and domestic transportation. In order to minimize the risk of being denied entry to Japan, be sure to use the COVID-19 test certificate format (<https://www.mhlw.go.jp/content/000799426.pdf>) designated by the Japanese government.

- **After I quarantine in a government designated facility, how will I travel to the hotel?**

After you complete your quarantine period at the government designated facility, you will move to your arrival airport on a government designated bus. You will then be greeted by a JTB agent, and then move to the hotel on a car arranged by JTB. As soon as you find out the date and time you will be released from the government designated facility, and where in your arrival airport you will be dropped off, be sure to promptly email JTB ([d\\_erami431@jtb.com](mailto:d_erami431@jtb.com) and [apu-resitra@jtb.com](mailto:apu-resitra@jtb.com)) so that JTB can arrange your transportation. If you are quarantining at a government designated facility and you are asked to which airport you are returning, please tell them your arrival airport.

- **I got a notice on MySOS app informing that I have been identified as an inflight close contact. What should I do?**

Be sure to contact JTB ([d\\_erami431@jtb.com](mailto:d_erami431@jtb.com) and [apu-resitra@jtb.com](mailto:apu-resitra@jtb.com)) as well as APU ([applied@apu.ac.jp](mailto:applied@apu.ac.jp)) immediately.

If you are doing the quarantine in a hotel booked by JTB, you will have to quarantine for 7 days in that hotel, and you will not be able to shorten your quarantine period. You do not have to take the PCR test on the 3<sup>rd</sup> day, and APU will cover the accommodation fee for the 7 days. However, you will have to pay for the meals and the cancellation fees for the hotel and domestic transportation when billed by JTB.

If you are doing the quarantine in the government-designated facility, you must take the PCR test on the 3<sup>rd</sup> day, then move to a hotel booked by JTB and quarantine there from the 4<sup>th</sup> day until the 7<sup>th</sup> day. Hotel accommodation fee will be covered by APU, while you must pay for the meals and the cancellation fees for the hotel and domestic transportation.

- **How and where will I take the PCR test which I will take on the third day to shorten my quarantine period?**

Please refer to the information regarding the PCR test provided in the email sent to you from JTB three days before your departure as well as the information you will receive when you check in to your hotel.

- **If I quarantine in Tokyo, when will I receive my flight ticket to Oita Airport?**

Generally, you will receive your flight ticket to Oita Airport when you check out of your hotel. However, if there are many APU students on the same flight to Oita Airport, you may be traveling as a group. In that case, you will travel to Haneda Airport upon checking out of your hotel on a chartered bus. You will then meet a JTB agent at the airport and receive your flight ticket.

- **Do I have to go to Oita and APU immediately after my hotel quarantine is finished? Can I select a flight to Oita by myself?**

After your quarantine is complete, you must go straight to APU. You must move to APU by means of travel arranged by the university and JTB. You must not book your domestic flight.

#### **[Expenses and Payments]**

- **Do I need to pay for domestic flights and buses for travel to Oita?**

Buses from Oita Airport to AP House are paid for by APU. Transportation arranged by the university from the arrival airport to the quarantine hotel is also paid for by APU.

For details regarding various costs, please check the following links:

English (undergrad): [http://r.apu.jp/EntryGuidelines\\_2203E](http://r.apu.jp/EntryGuidelines_2203E)

English (graduate school): [http://r.apu.jp/EntryGuidelines\\_2203GS](http://r.apu.jp/EntryGuidelines_2203GS)

Japanese: [http://r.apu.jp/EntryGuidelines\\_2203J](http://r.apu.jp/EntryGuidelines_2203J)

- **Do I need to pay for the required PCR tests?**

PCR testing at the airport is free at the time of arrival in Japan (cost borne by the Japanese government), and the cost of the PCR test taken at the hotel on the third day of quarantine is borne by the university. If

you will complete quarantine at a government-designated facility, the PCR test that you receive on the third day of quarantine will also be free of charge (cost borne by the Japanese government).

- **I heard that I must pay for my flight from the Tokyo area (NRT/HND) to Oita (OIT). How much will this ticket cost?**

Domestic flights from NRT/HND to OIT are expected to cost approximately 25,000-40,000 yen. However, if you are arriving in Japan during the busy holiday season between Monday, April 25 and Sunday, May 8, the airfare will rise up to around 50,000 JPY, and seats are very limited that JTB may not be able to secure your seat. Therefore, we recommend that you enter Japan outside of this period. If you must enter Japan during this period for some unavoidable reason, be sure to enter the information of your flight to Japan in AMARYS by Monday, April 11.

- **I heard that I must purchase insurance to cover the quarantine period upon my arrival in Japan. What procedures are required? Do I have to get insurance?**

Students who will enter Japan with support from the university must join an insurance plan. This is to ensure that you will be able to receive treatment without financial worries should you become ill or injured during your quarantine period after entry to Japan. The university will complete the procedures for insurance enrollment on your behalf according to your date of entry. However, students must pay for the insurance fee of approximately 2,500 JPY when billed by JTB.

- **I don't have a credit card. Can I use a debit card to make payments to JTB?**

Whether or not a debit card will be accepted varies by the card company. If you do not have a credit card you can use in Japan, you can make the payment by bank deposit within 1 week upon your arrival at APU. You may pay by bank deposit at one of the banks in Beppu City (where APU is located) or using an ATM. Many ATMs has English display, and banks in Beppu are used to assisting international students.

#### [Other]

- **Have the types of vaccines approved by the Japanese government been decided?**

For the vaccine types approved by the Japanese government please refer to the links below. None of the three doses of COVID-19 vaccination will not be recognized as complete if they are not of a type approved by the Japanese government. Be sure to bring certification of all three doses with you when you come to Japan regardless of the vaccine types.

English: <https://www.mhlw.go.jp/content/000903661.pdf>

Japanese: [https://www.mhlw.go.jp/stf/seisakunitsuite/bunya/0000121431\\_00342.html](https://www.mhlw.go.jp/stf/seisakunitsuite/bunya/0000121431_00342.html)

- **I had two doses of the SINOVAC vaccine and my third dose was Pfizer. Will I be recognized as having three approved doses of a COVID-19 vaccine? Should I prepare a certificate?**

The SINOVAC vaccine is not approved by the Japanese government at this time. All three doses must be approved by the Japanese government to shorten your quarantine period. However, regardless of the



vaccine type, if you have certificates of vaccination, be sure to bring them all with you when you travel to Japan.

- **Can I take online classes from my home country or region for the 2022 spring semester?**

You can take classes online until you enter Japan and arrive at APU. After arriving at APU, you must take in-person classes on campus.

- **What is JTB?**

JTB is an APU-designated travel agency that arranges quarantine hotels and transportation for after your entry to Japan as well as PCR tests that will be taken during your quarantine period.

- **I was recently infected with COVID-19. Although I am now completely cured, I obtained a positive PCR result. Can I enter the country?**
- **Are there any documents required of those who have been treated for COVID-19 or conditions for entry to Japan after confirmed infection, such as a required number of days after treatment before one may enter the country?**
- **I've heard that it's possible to receive a positive PCR test result even after complete recovery from COVID-19—if this happens to me, can I enter the country?**

You must obtain a negative PCR test certificate from a test taken no earlier than 72 hours before you enter Japan. You cannot enter the country if you have a positive result. This rule applies even if a certificate of complete recovery is obtained. After COVID-19 infection, the virus gene remains in the body for about 20 days, and a positive test result may be obtained during this time even if the host has fully recovered.

- **I'm going to use my smartphone while I'm in quarantine. Can I buy a SIM card at the arrival airport?**

Since Wi-Fi is available during quarantine, SIM cards are not necessary. If you want to purchase a SIM card after arriving at APU, you may purchase one at the APU Co-op on campus.

- **Can international students apply for a Japanese credit card?**

You can apply for a credit card called 'TUO card' at the APU Co-op on campus.

- **If I live in AP House 3, do I need to prepare pillows, blankets, and other such necessities myself?**

Each AP House includes necessities such as pillows and blankets in the housing fee.

- **Can I open the door between share-type rooms?**

As a measure to prevent the spread of COVID-19, doors between rooms are fixed and cannot be opened.