

## **Procedure for the application to change or extend the residence status.**

### 1. Procedure to the submission

- ① The following foreign nationals and those who live around Tokyo(※) are applied to the procedure by mail.

(※)Ibaraki, Tochigi, Gunma, Saitama, Chiba, Tokyo, Kanagawa, Niigata, Yamanashi, and Nagano

- a Foreign nationals with the status of residence of “Student” who have difficulties returning their country or other countries
- b Foreign nationals who used to stay with the status of residence of “Student” and currently with the status of “Temporary Visitor (90days)” because they cannot return their county due to the immigration restriction
- c Spouses or children of foreign nationals mentioned above (a,b) and those who have the status of residence of “Dependent” or ” Temporary Visitor (90days)”
- d Foreign nationals who used to stay as Technical Intern Trainee and currently with the status of “Temporary Visitor (90days)”, “Designated Activities (3months)”, or “Designated Activities (6months)” because they cannot return their county due to the immigration restriction

- ② Procedure to the submission at Immigration Office or its branch office  
Others who are not mentioned above. (Those who do not live around Tokyo and those who are not covered from a to d.)

※Foreign nationals who are covered from a to c above will visit Tokyo Immigration Office to receive their residence card. If you would like to receive it at a branch office, please apply there.

## 2. Mailing address

Please download the excel of the data of mailing address (page 3) from the site below, print, and attach it to an envelope.

出入国在留管理庁「新型コロナウイルス感染症の影響により帰国が困難な中長期在留者及び元中長期在留者からの在留諸申請の取扱いについて」

< <http://www.moj.go.jp/content/001320105.pdf> >

### ① People covered from a to c above

東京出入国在留管理局留学審査部門（特定活動申請担当）

住所：〒108-8255 東京都港区港南 5-5-30

### ② People covered to d above

東京出入国在留管理局在留管理情報部門おだいば分室（特定活動申請担当）

住所：〒135-0064 東京都江東区青海 2-7-11

東京港湾合同庁舎 9 階

## 3. Submission applications

- ① “Application for change of status of residence” or “Application for extension of stay” (photo required)
- ② Checklist of submission applications and documents in the list
- ③ (only for those who do not wish to work) Document stating about the payment to stay (e.g. accommodation)
- ④ (only for those who do not wish to work) Document stating that you have difficulties returning to your country or other countries (e.g. documents stating that there are no flights between Japan and your country due to immigration restriction)

## 4. How to receive the result

- ① People covered from a to c above will receive the result at the Immigration Office or its branch office.  
Office workers will tell the time to visit there to receive it in order to avoid the congestion of the counter.
- ② People covered to d above  
Those who applied by mail do not need to visit the Immigration Office or its branch office because the result will be sent by mail.

5. The period to apply by mail

Friday October 30, 2020

※The applications must arrive no later than the date above.

Download the required application for each from the site below.

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< <http://www.moj.go.jp/content/001320105.pdf> >

6. Points of attention

- ① Please send applications by simple registered mail.
- ② Please write “特定活動関係書類在中” on the envelop surface.
- ③ If you submit several application by the same envelop, please enclose a piece of paper written your nationality/region, name, passport number, etc. to the envelop and write “複数申請書在中” on the envelop surface.
- ④ Please note that if the Immigration Office receive applications from those who are not applied to the procedure by mail, it will return to the senders.
- ⑤ If it is difficult to visit the Immigration Office or its branch office at the decided time, please contact the number written on the notification.