

## Procedures and Fees for Japan Highly-Skilled Professional Visa Application

Highly-skilled Professional Visa (高度専門職ビザ in Japanese) is a residence status designed for highly-skilled foreign professionals who are expected to contribute to Japan's economic growth. In order to attract highly-skilled foreign professionals, Japanese government introduced a points-based system. For foreigners who score at least 70 points, preferential treatment for immigration control will be granted.

Highly-skilled professionals generally refer to the professionals are complementary to Japan's development and cannot be replaced. They can bring innovations to different industries, while promoting the development of professional technology and expertise, and improving the labour market efficiency.

The activities of highly-skilled foreign professional are classified into 3 categories: academic research activities, specialized/technical activities and business management activities. Points will be assigned by "Academic background", "Professional experience" and "Annual salary" according to the nature of that category.

There are 2 types of residence status. "Highly Skilled Professional(i)" will be provided first. For Highly Skilled Professional(i) holder who has lived in Japan for more than three years, Highly Skilled Professional(ii) and further preferential treatment are provided. For the details, please refer to the following information.

### SHENZHEN 深圳

Rooms 1203-06, 12/F.  
Di Wang Commercial Centre  
5002 Shennan Road East  
Luohu District, Shenzhen, China  
中國深圳市羅湖區深南東路5002號  
地王商業中心12樓1203-06室  
T: +86 755 8268 4480

### SHANGHAI 上海

Room 603, 6/F., Tower B  
Guangqi Culture Plaza  
2899A Xietu Road, Xuhui District  
Shanghai, China  
中國上海市徐匯區斜土路2899甲號  
光啓文化廣場B座6樓603室  
T: +86 21 6439 4114

### BEIJING 北京

Room 303, 3/F.  
Interchina Commercial Building  
33 Dengshikou Street  
Dongcheng District, Beijing, China  
中國北京市東城區燈市口大街33號  
國中商業大廈3樓303室  
T: +86 10 6210 1890

### TAIPEI 台北

Room 303, 3/F., 142 Section 4  
Chung Hsiao East Road  
Daan District, Taipei  
Taiwan 10688  
台灣台北市大安區忠孝東路四段  
142號3樓之3  
郵編: 10688  
T: +886 2 2711 1324

### TOKYO 東京

308 BIZMARKS Akasaka  
2-16-6 Akasaka, Minato-Ku, Tokyo  
Japan 107-0052  
日本東京都港區赤坂二丁目16番6號  
BIZMARKS赤坂308室  
郵編: 107-0052  
T: +81 3 5776 2637

### SINGAPORE 新加坡

138 Cecil Street, #13-02 Cecil Court  
Singapore 069538  
T: +65 6438 0116

### KUALA LUMPUR 吉隆坡

Unit 28-13, 28/F., Menara Teguh  
Alila Bangsar, 58 Jalan Ang Seng  
50470 Kuala Lumpur, Malaysia  
T: +60 17 672 0203

### NEW YORK 紐約

202 Canal Street, Suite 303, 3/F.  
New York, NY 10013, USA  
T: +1 646 850 5888

### LONDON 倫敦

Room 319, 3/F., One Elmfield Park  
Bromley, Greater London  
BR1 1LU, UK  
T: +44 20 8176 3860

## 1. Activity Categories of Highly-Skilled Foreign Professional

- (1) Advanced academic research activities: " Highly Skilled Professional(i)(a)"

Participating in, supervise, or direct research project through a contract with a public or private organization in Japan.

- (2) Advanced specialized/technical activities: " Highly Skilled Professional(i)(b)"

Activities carried out through a contract with a public or private organization in Japan which require specialized skills or knowledge in natural sciences or humanities.

- (3) Advanced business management activities: " Highly Skilled Professional(i)(c)"

Directly manage or supervise the management of listed or private Japanese company. The applicant's annual salary should be at least JPY 3 million.

## 2. Preferential treatment

- (1) For Highly-Skilled Professional(i) :

- (a) Permission for multiple purposes of activities
- (b) Five-year stay
- (c) Faster way to obtain permanent residence
- (d) Permission for spouse of the highly - skilled foreign professional to work
- (e) Permission for parent to accompany under certain conditions
- (f) Permission for hiring a domestic worker to accompany under certain conditions
- (g) Preferential processing of immigration procedure

- (2) For Highly-Skilled Professional(ii) :

- (a) Permission for multiple purposes of activities
- (b) Unlimited period of stay
- (c) Eligible for the preferential treatments of the abovementioned (c) to (f)  
※Holding the status of residence "Highly Skilled Professional(i)" more than 3 years

### 3. Service Procedures and Fees for Highly-Skilled Professional Visa Application

Our fees for handling the application for Highly-Skilled Professional Visa in Tokyo is starting from JPY 400,000. Our fees cover the following services:

- (1) Providing consulting services based on client's conditions.
- (2) Checking the points obtained by the document and resume received from client.
- (3) To organize the application materials after confirming that client meet the requirement.
- (4) Preparation of application form, other submission document and supplementary materials.
- (5) Submission of application of Certificate of Eligibility "COE" to Immigration Bureau.
- (6) Handling enquiries and notifications from Immigration Bureau
- (7) Receiving COE from Immigration Bureau.
- (8) Forwarding COE to client's specified address.

**Note :**

- (1) Our service is up to the receipt of Certificate of Eligibility "COE". After receiving the COE, client need to proceed to Consulate/Embassy of Japan with the required documents to apply for highly-skilled professional visa.
- (2) Please note that the success of application for COE or visa depends on many factors. The final approval is determined by Immigration Bureau, so we cannot guarantee 100% success.
- (3) Since all necessary documents for visa application must be provided in Japanese, the above quotation is for client to provide the document in Japanese or document with Japanese translation and does not include the translation fee of foreign language to Japanese. If document provided by client is in foreign language such as Chinese or English, we can assist in translation. Fee will be quoted separately.
- (4) The above quotation is for applying the COE with Immigration Bureau in Tokyo. If client needs to apply COE in other prefectures, fee will be quoted separately.

### 4. Required Materials

- (1) A copy of applicant's passport (the validity is not less than 6 months)
- (2) Applicant's points calculation form;
- (3) Applicant's resume;
- (4) Applicant's bank deposit certificate;
- (5) Applicant's photo;
- (6) Applicant's certificate of academic and qualification (if any);
- (7) Other supplementary proof for getting points;
- (8) Other supplementary document requested by The Immigration Bureau.

Please note that depending on the situation, you may be asked for additional information.

## 5. Procedures and Time frame

If applicant works closely with us, it will take approximately 4 - 6 months to complete all relevant application procedures. The actual time frame depends on the case and the approval time of Immigration Bureau. Each procedure and its time frame are as follow:

Item	Procedures	Time (Working days)
1	Client provides the identity proof (e.g. passport copy), Japanese resume, English points calculation form. If the applicant invests and manages his/her own company, please provide the Certificate of registration information.	Client's schedule
2	Kaizen prepares relevant document for application of certificate of eligibility.	1-2 month
3	Kaizen submits the application to Immigration Bureau.	2 weeks
4	Receiving Certificate of Eligibility from Immigration Bureau.	1-2 months in average
5	Kaizen delivers the Certificate of Eligibility to client's designated address.	2 weeks
6	Clients submits the visa application to the closest consulate /embassy with the Certificate of Eligibility.	Client's schedule
<b>Total</b>		<b>Around 4-6 months</b>

## 6. Application for Permanent Residence

For Highly-Skilled Professional Visa holder, after living in Japan for one year, if your points still reach 80 points or above, you can apply the permanent residence. Kaizen can provide the service to assist client to apply permanent residence. For details, please contact our professional consultants.

*If you wish to obtain more information or assistance, please visit our official website at [www.kaizencpa.com](http://www.kaizencpa.com) or contact us through the following means:*

**T:** +852 2341 1444

**M:** +852 5616 4140, +86 152 1943 4614

**WhatsApp/Line/WeChat:** +852 5616 4140

**Skype:** kaizencpa

**E:** [info@kaizencpa.com](mailto:info@kaizencpa.com)