

# 2024 JET PROGRAMME APPLICATION FORM

Please download the [Form Instructions](#) from the JET NZ website and refer to them when completing this form. Please complete ALL compulsory fields (you do not need a digital signature) & submit this form to [jicc@wl.mofa.go.jp](mailto:jicc@wl.mofa.go.jp). Then print this form out, hand-sign the spaces on pages 7, 8, and 10 and submit physically as part of your Application Packet.

1. Position Type

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2. Interview Location Code and Name

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3. Name – Please write your name **exactly** as it appears in your passport.

Last Name **ONLY** (if you have two last names, leave a space between them)

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First Name **ONLY** (if you have two first names, leave a space between them; do not write middle names)

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Middle Name **ONLY** (if you have two middle names, leave a space between them)

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4. Sex  
(M/F/O)

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5. Date of Birth

Year

Month

Day

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Age as of  
1 April 2024

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6a. Nationality

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6b. Dual Nationality with Japan (Y/N)

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7a. Hometown (City/Town Name)

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7b. Region

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8. Contact Details (If possible, please provide an email address at which you can be contacted at before you leave for Japan, during your stay in Japan, and after you return home. Correspondence relating to your application will, in principle, be sent via post and followed up by e-mail)

Address:

Telephone Number:

Email Address:

9. Have you ever been **arrested, charged and/or convicted of any crime** other than a minor traffic offence (i.e. speeding or parking ticket), including juvenile offences? Failure to report items in this question, **even those which you believe to have been expunged or otherwise removed from your criminal history** that later show up on that history may result in disqualification.

(Y/N)

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If **yes**, please explain in detail on a separate sheet, providing information regarding the nature and date of the crime. Please also submit a copy of your complete criminal record **at the time of application**.

**10. Current Status (Students – please include name of university attending)**

**11a. Educational Background** (If you graduate prior to JET departure, please write "Y" for the degree you **will** earn)  
Bachelor's Degree (Y/N) Master's Degree (Y/N) Doctoral Degree (Y/N)

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**11b. Academic Specialisation**

Major (Please check the "[Instruction Form](#)" for Academic Specialisation codes)

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\*If you specialised in two subjects (double-major) or had a sub-specialisation (minor), list the extra specialisations below

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**11c. Academic Record**

Completion of High School (month and year):

Conferment of University Degree (month and year):

	Name of Institution and Location	Dates Attended	Duration of Study	Major Field of Study	Certificate/Degree Achieved/Expected
Undergraduate Level		From: To:	Years: Months:		
		From: To:	Years: Months:		
Postgraduate Level		From: To:	Years: Months:		
		From: To:	Years: Months:		

**12. Employment History: Begin with your most recent employment (including part-time jobs)**

Name of Employer and Location	Period	Job Title and Brief Description of Position/Duties	Hours Per Week
	From: To:		
	From: To:		
	From: To:		

**13a. Teaching Background**

	Name of Organisation and Location	Period	Job Title and Brief Description of Position/Duties	Hours Per Week
Classroom Teaching		From: To:		
		From: To:		
Other Teaching or Tutoring		From: To:		
		From: To:		

	Name of Organisation and Location	Period	Course Description
Teacher Training		From: To:	
		From: To:	

**13b. Certified Teacher****(Y/N)**
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**13c. TEFL/TESL/TESOL/etc. Qualification****(Y/N/I)**
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**14. Proposed Direction of Career and its Relationship to the JET Programme:**

### 15. Japan-Related Studies

	Name of Institution and Course Title	Period of Study	General Content
Study of Japanese Language		From: To:	
		From: To:	
		From: To:	
Study of Japanese History, Culture, etc.		From: To:	
		From: To:	
		From: To:	

**16a. Japanese Language Proficiency:** Evaluate your level and insert an "X" where appropriate in the following blank space.

**Introductory:** Familiar with basic greetings and conversations, and has previous experience with *hiragana* and *katakana*.

**Elementary:** Mastered elementary level of grammar, about 100 kanji and 800 words, and demonstrates the ability to listen to and understand simple conversations and to read short, simple sentences.

**Intermediate:** Mastered basic grammar, about 300 kanji and 1,500 words, and demonstrates the ability to listen to and understand everyday conversations and to read simple sentences.

**Semi-advanced:** Mastered grammar to a relatively high level, about 1,000 kanji and 6,000 words, and demonstrates listening and reading comprehension ability about matters of a general nature.

**Advanced:** Mastered grammar to a high level, about 2,000 kanji and 10,000 words, and has an integrated command of the language sufficient for life in Japanese society and for providing a useful base for study at a Japanese university.

	Advanced	Semi-Advanced	Intermediate	Elementary	Introductory	None
Reading						
Writing						
Speaking						
Listening						

**16b. Japanese Language Proficiency Test (Y/N)**

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**16c. Highest JLPT Level**

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**16d. Year JLPT Attained**

**\*Please include certification document**

### 17. International/Intercultural Experiences (at home **and/or** abroad; please list all applicable experiences)

Country	Purpose	Dates/Period (Duration)
		From: To: Period:
		From: To: Period:
		From: To: Period:
		From: To: Period:
		From: To: Period:
		From: To: Period:

**18a.** Language Proficiency: Please write your first language.

**18b.** Other Language Proficiency: Evaluate your level and insert an "X" where appropriate in the following blank space.  
**\*EXCLUDING JAPANESE AND YOUR NATIVE LANGUAGE**

Other Language	Excellent	Good	Fair	Poor

**19.** Other activities:

**a.** Honours, Awards, Scholarships, etc.

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**b.** Extra-Curricular/Volunteer Activities, Interests/Hobbies/Sports

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**20.** Are you presently an applicant of, or do you intend to apply for, any other international exchange programmes or scholarships? Write "Yes" or "No" below. If "Yes", please give details.

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**21.** JET Programme Participation

**a.** Have you ever participated in the JET Programme?

(Y/N)

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If yes, Year Started JET:

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If yes, Year Completed JET:

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If yes, please provide  
contracting organisation:

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**b.** Have you ever applied for the JET Programme?

(Y/N)

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If yes, state year(s) applied for the JET Programme:

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**c.** Have you ever withdrawn from the offer of a JET Programme position?

(Y/N)

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If yes, state year and reason for withdrawal:

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Reason for withdrawal:

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**22.** Marital Status:

(Single, Engaged, or Married)

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**23. Accompanying Dependents or Co-habiting Family Members** (Provide the following information if you plan to bring any family members to Japan, or if there are any family members you plan to live with in Japan)

Name	Relationship	Age	Sex	JET Applicant?

**24. Driving in Japan**

If you have a full NZ Driver's Licence and would consider driving while in Japan, please enter "Y" for Yes. If not, please enter "N" for No. Please enter "N" if you only possess a motorcycle licence and do not have a full NZ Driver's Licence. Applicants that answer "Y" for this question may be required to operate a motor vehicle as part of their work duties.

(Y/N)

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**25. Assignment Preference**

**PLEASE NOTE:** JET participants are assigned to contracting organisations all over Japan. Assignments may not necessarily be made according to your placement preferences.

**a. Living Area Classification Preference**

(Island (small island off mainland Japan), Rural (countryside), Urban (city/suburban), or No Preference)

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**b. Placement Preferences** (Please check the "[Instruction Form](#)" for Placement Preference codes.)

\*If you wish to engage in disaster-recovery volunteer activities, please indicate so below.

First Choice	Block <input type="checkbox"/>	Prefecture/City <input type="checkbox"/> <input type="checkbox"/>	Reason: _____
Second Choice	Block <input type="checkbox"/>	Prefecture/City <input type="checkbox"/> <input type="checkbox"/>	Reason: _____
Third Choice	Block <input type="checkbox"/>	Prefecture/City <input type="checkbox"/> <input type="checkbox"/>	Reason: _____

**c. Specific Request for Placement** (e.g. Medical Reasons, Family Members in Japan)

**26a. Interest in Work Related to International Economic Exchange Affairs** (For **CIR Applicants only**):

Are you interested in work related to international economic exchange affairs, such as cooperating or advising on planning, designing and implementing international economic exchange projects (e.g. expanding the overseas market for local products or attracting foreign tourists to Japanese localities etc.)? Assignments may not necessarily be made according to your placement preferences.

(Y/N)

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**26b. ALT Placement**  
(For **CIR Applicants only**):

(Y/N)

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**26c. Early Arrival Placement** (**ALL APPLICANTS**):

Do you wish to be considered for an early placement in Japan after April, but before July/August arrival?

(Y/N)

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**27. Where did you hear about the JET Programme? (Please check as many as apply)**

<input type="checkbox"/> Professor/Advisor/Instructor	<input type="checkbox"/> Campus Visit	<input type="checkbox"/> Newspaper Article	<input type="checkbox"/> TV
<input type="checkbox"/> Careers Advisor	<input type="checkbox"/> Magazine Advertisement	<input type="checkbox"/> Internet Advertisement	<input type="checkbox"/> Radio
<input type="checkbox"/> Former JET Participant	<input type="checkbox"/> Magazine Article	<input type="checkbox"/> Internet Article	<input type="checkbox"/> Poster
<input type="checkbox"/> Current JET Participant	<input type="checkbox"/> Newspaper Advertisement	<input type="checkbox"/> JETAA	<input type="checkbox"/> Career Fair
<input type="checkbox"/> Embassy/Consulate	<input type="checkbox"/> University E-mail	<input type="checkbox"/> CareerHub	<input type="checkbox"/> Facebook
<input type="checkbox"/> Job Search Website	<input type="checkbox"/> YouTube	<input type="checkbox"/> Twitter	<input type="checkbox"/> Kenjinkai
<input type="checkbox"/> Other (be specific):			

**28. Emergency Contact (Person to be notified in applicant's home country in case of emergency)**

Name in Full:

Physical Address:

Telephone Number:

Email Address:

Occupation:

Relationship to you:

**29. Please fill out the attached "Self-Report of Medical Condition(s)". If you suffer, or have ever suffered from ANY physical or mental illness, please download the **Statement of Physician** from our website and have your physician complete this form stating whether you are fit to participate on the JET Programme and to live and work overseas.**

*I, the undersigned, certify that the above statements concerning myself and my background are true and accurate to the best of my knowledge, and that I have read and agree with the application guidelines. Furthermore, if I am selected as a Coordinator for International Relations or Assistant Language Teacher, I agree to abide by Japanese laws and regulations and the regulations of my contracting organisation. I agree to carry out my duties to the best of my ability, as well as not to engage in any activities prohibited by the terms and conditions of my appointment. I understand that during my stay in Japan I must not participate in any religious or political activities which would affect my duties nor do anything to disturb the public peace.*

Signature of **Applicant**:

(DO NOT SIGN DIGITALLY)

Date:     /     / 2023

PLEASE RETURN THIS FORM TO:

Japan Information and Cultural Centre, Embassy of Japan

(Level 18, Majestic Centre, 100 Willis Street)

PO Box 6340, Marion Square, Wellington 6141

**ATTN: JET OFFICER**

**APPLICATION DEADLINE: 5:00PM NZST, TUESDAY 5 DECEMBER 2023**

# AUTHORISATION AND RELEASE FORM

(Note: to be completed by ALL APPLICANTS)

I, (Full Name)	
born at (Town/City)	
(Province)	
(Country)	
on (Date of Birth)	

have applied to participate in the Japan Exchange and Teaching (JET) Programme, and hereby authorise and request that any law enforcement agency having control of any documents, records or other information related to me, provides to the Embassy of Japan, the Consulate General of Japan or the Consular Office of Japan, at its request, any such information. I also allow the Embassy of Japan, Consulate General of Japan or Consular Office of Japan to make copies of these documents, records or other information.

I hereby release, discharge, and exonerate the Embassy of Japan, Consulate General of Japan and the Consular Office of Japan, its agents and representatives and any person who provides information from any and all liability of every nature and kind arising from the provision or inspection of such documents, records, and other information.

Signature of <b>Applicant</b> :	Date:     /     / 2023
(DO NOT SIGN DIGITALLY)	

## REFERENCES

Each applicant should arrange for **two** physical letter references (**hand-signed in pen with reference's signature, unsealed and collated into the Application Sets properly**) which address the applicant's personal and professional suitability for the JET Programme. Please write below the details of the people who have supplied the included references. For more details, please check [2024 JET Application Guidelines](#).

REFERENCE ONE	
Name	
Title/Occupation	
Organisation	
Telephone	

REFERENCE TWO	
Name	
Title/Occupation	
Organisation	
Telephone	



## 2024 JET Programme Applicant Self-Report of Medical Condition(s)

**Interview Location Code:** 4 0 0

Your application cannot be processed without this form. It is important that you submit accurate information regarding your medical history. This information will be used when assigning your placement as well as in serving as a quick reference should any medical emergencies arise while you are participating in the Programme.

*If you suffer, or have ever suffered from any physical or mental illness, please attach an explanation from your physician, using the 2024 JET Programme "Statement of Physician" Form, stating whether you are fit to participate in the 2024 JET Programme and, as such, to live and work overseas.*

**Personal Details (as printed in passport)**

**NAME:** \_\_\_\_\_  
Last
First
Middle

**DATE OF BIRTH (mm/dd/yyyy):** \_\_\_\_\_

- 1. Current Treatment of Any Physical Condition(s):** Are you currently seeing a physician and/or undergoing treatment? (other than acne, common colds, fevers, visits to OB/GYN facilities or consultations for requesting contraception) If **yes**, you must provide details below as to when, why, and for how long you have been receiving treatment **AND** have your doctor fill out the "Statement of Physician" Form.
- 2a. Physical Condition(s) in the Past Five (5) Years:** What, if any, serious diseases, injuries and/or medical conditions have you had in the past five years? If any of these resulted in hospitalisation, please provide details below as to when, why, and for how long you received treatment **AND** have your doctor fill out the "Statement of Physician" Form.
- 2b. Other Undisclosed Condition(s):** Other than those stated in 2a, have you ever been treated for any serious diseases, injuries and/or medical conditions, including but not limited to heart disease, blood disease, autoimmune disease, cancer, epilepsy, congenital disease, recurrent disease, or any other disease, injury, or medical condition involving chronic or lifelong effects? If **yes**, you must provide details below **AND** have your doctor fill out the "Statement of Physician" Form.

**3. History of Mental Health or Development Disorders in Your Lifetime:** Have you **ever** been diagnosed with any mental health or development disorders (including mild cases and conditions you have recovered from)? If **yes**, you must provide diagnosis and treatment details below **AND** have your doctor fill out the "Statement of Physician" Form. If you are currently undergoing therapy, please also include the frequency and type (i.e., in-person or online). Note that we may contact your consulate or embassy if further information is required.

<input type="checkbox"/> Anxiety	<input type="checkbox"/> Depression	<input type="checkbox"/> Obsessive-Compulsive Disorder
<input type="checkbox"/> Bipolar Disorder	<input type="checkbox"/> Attention Deficit Disorder (ADD)	<input type="checkbox"/> Attention Deficit/Hyperactivity Disorder (ADHD)
<input type="checkbox"/> Eating Disorder	<input type="checkbox"/> Post-Traumatic Stress Disorder (PTSD)	<input type="checkbox"/> Autism Spectrum Disorder (ASD)
<input type="checkbox"/> Gender Dysphoria	<input type="checkbox"/> Other:	

**4. Foreseeable Difficulty in Navigating Stairs:** Do you foresee any physical challenges resulting from the need to go up and down several flights of stairs on a daily basis? If **yes**, please explain.

**5. Allergies:** What allergies do you have, if any? Are you currently undergoing treatment? If **yes**, please provide details below.

**6. Medication(s):** If you are currently taking, or have taken in the last five years, any prescription medication, (other than for common colds/viruses, oral contraceptives, or acne medications), please give details including the name of the medication, purpose, and period taken. Make sure to describe the conditions for which you take any medications listed here in questions 1, 2a, 2b, and 3, above.

**7. Eyesight and Hearing:** Are you colour blind or have any disabilities related to your eyesight or hearing (excluding the use of prescription glasses and contact lenses to correct vision)?

<input type="checkbox"/> Legally Blind	<input type="checkbox"/> Colour Blind	<input type="checkbox"/> Hearing Impaired
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Please provide details below.

If you wrote **yes** for question 7 **AND** have a driver's licence, does this affect your ability to drive?

<input type="checkbox"/> Yes	<input type="checkbox"/> No
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**8. Dietary Restrictions:** Are there any foods or substances that, for medical or personal reasons, you do not eat? If so, please give reasons. (e.g. medical, religious, personal reasons, etc.) Check all that apply.

Foods:				Reasons:
<input type="checkbox"/> Beef	<input type="checkbox"/> Chicken	<input type="checkbox"/> Dairy Products	<input type="checkbox"/> Eggs	<input type="checkbox"/> Allergies
<input type="checkbox"/> Gluten	<input type="checkbox"/> Tree Nuts	<input type="checkbox"/> Peanuts	<input type="checkbox"/> Pork	<input type="checkbox"/> Religion
<input type="checkbox"/> Wheat	<input type="checkbox"/> Shellfish	<input type="checkbox"/> Soy	<input type="checkbox"/> Fish	<input type="checkbox"/> Other medical reasons:
<input type="checkbox"/> Fruit	<input type="checkbox"/> Other:			<input type="checkbox"/> Other:

**9. Other Health-Related Issues or Disabilities:** Please explain any other health-related issues or disabilities. (e.g. use of a wheelchair, pending medical treatment, etc.)

**I understand that false statements may result in disqualification from the JET Programme.**

**I also understand that if I suffer, or have ever suffered from any physical or mental illness, I must also submit the "Statement of Physician" Form in which my physician clearly states my ability to live and work overseas on the JET Programme.**

Signature of **Applicant**:

10

Date:     /     / 2023

(DO NOT SIGN DIGITALLY)