

Service Terms

1. Application for Service Use

(1) Application Process

If you wish to apply for our free service "A", please agree to these terms, fill out the necessary information in the application form, and submit it.

If you wish to apply for our paid service "B", please agree to these terms, fill out the necessary information in the application form, and submit it. If the applicant is under 18 years old, parental consent will be required. A parental consent form in PDF format will be sent later, which must be signed and submitted via email.

(2) Contract Formation

For free service "A", the contract is deemed formed once the necessary information is submitted via the application form, and the service will begin.

For paid service "B", the contract is deemed formed when payment is confirmed in the designated bank account. Services based on the applicant's request will begin after the contract is formed.

(3) Contract Restrictions - Paid Service "B"

The contract may not be formed in the following cases:

- If the applicant does not meet the necessary age, qualifications, or other conditions required for studying abroad.
- If the applicant is a minor and has not obtained consent from their legal guardian.
- If our company determines that the contract cannot be formed for any other reason.

(4) Payment - Paid Service "B"

You are required to pay the necessary fees for studying abroad by the date specified on the invoice, in accordance with the contract terms. Failure to make the full payment by the due date may result in the termination of this contract by our company.

2. “StudyNaviJapan” Service Details

[Free Service "A"]

(1) Commencement and Termination of Services

“StudyNaviJapan” will commence services upon receiving the information submitted through the application form. The free service includes:

- Explanation of key points necessary for studying abroad in Japan, based on the information provided.

- Confirmation of future aspirations and study preferences, along with advice on school selection (language schools, vocational schools, universities, graduate schools).
- Provision of information regarding living arrangements in Japan, as well as necessary accommodation costs.

The service period will last up to a maximum of two months from the receipt of information through the application form, regardless of the number of communications. If further consulting is needed beyond that period, you will need to apply for the paid service "B."

Additionally, if the applicant decides to withdraw from studying abroad, the service will terminate at that point.

[Paid Service "B"]

(1) Commencement and Termination of Services

“StudyNaviJapan” will commence services once payment has been confirmed. The services will end once applications to the desired educational institutions (language schools, universities, graduate schools, vocational schools) have been completed.

(2) Provision of “StudyNaviJapan” Services

Our career counselors will provide support via email and Zoom consultations. During counseling, our counselors will thoroughly understand the applicant's preferences and provide appropriate assistance to help achieve their goals.

(3) Process of Choosing Preferred Schools

Counselors will confirm the applicant's preferences, discuss the study content in detail, and consider key points when choosing schools, while making the final decision on school selection (up to 3 schools). The “StudyNaviJapan” fee includes applications to up to 3 schools.

Note:

-Regarding Multiple School Applications and Student Visa Application -

Even if an applicant applies to multiple schools and receives acceptance from all of them, they can only submit student visa application documents to the Immigration Bureau from one school.

Therefore, please understand that even if you are accepted by multiple schools, you will ultimately need to choose one school. This is a rule set by the Immigration Bureau.

★The student visa application to the Immigration Bureau will be submitted by the school that issued the acceptance on behalf of the applicant.

✓ Below is the flow of service provision:

No.	Flow of Service Provision
1	Confirm your requirements and propose suitable schools after consultation with you.
2	If you already have schools you wish to apply to, we will gather and provide extensive information about those schools.
3	Once you decide on the schools you wish to apply to, we will obtain the application forms and send them to you, or arrange for the school to send them directly to you.
4	Confirm important points regarding filling out the application forms with the schools and provide guidance to you.
5	Advise you on filling out the application forms.
6	Submission of applications does not need to be done through our company, but if you prefer, we can submit them on your behalf.
7	Confirm important points regarding the entrance examination system of your chosen schools and inform you.
8	Confirm the schedule of entrance exams and coordinate with you to finalize the exam date.

(4) Admission Results

The authority to decide admission results lies with the school you applied to. Therefore, our services do not guarantee admission. If you are applying to schools offering classes in Japanese, certain Japanese language proficiency and related documentation may be required. Similarly, for schools offering classes in English, certain English proficiency and supporting documentation may be required.

3. Payment of Tuition and Other Study Abroad Expenses - Paid Service "B"

(1) Upon admission confirmation, or as required by the educational institution, payment of tuition and other expenses will be requested. The applicant must transfer the specified amount to the bank account designated by the educational institution. This includes tuition fees, application fees, living expenses (dormitory, homestay, apartment, food, transportation). Our company will not be involved in the payment process but will offer advice.

(2) The "StudyNaviJapan" service fee does not include costs associated with obtaining a student visa. Applicants must apply for and obtain the visa at the Japanese embassy or consulate in their place of residence.

4. Changes and Termination of Contract - Paid Service "B"

(1) The applicant may terminate the contract at any time by paying the specified cancellation fee.

(1-1) If services have not yet begun after payment, the full amount will be refunded.

(1-2) If services have already begun, the remaining amount after deducting incurred costs, including personnel expenses (calculated at \$100 per hour) and cancellation fees, will be refunded. However, note that no refund will be provided if services are terminated after admission decisions have been made by schools or receiving organizations.

(1-3) Incurred costs refer to expenses related to school research or consulting.

(2) Our Right to Terminate the Contract

We may terminate the contract, providing an explanation to the applicant, in the following cases:

- False declarations by the applicant.
- If the applicant cannot continue consulting due to illness or other reasons.
- If the applicant or their associates cause significant inconvenience to other participants or hinder the smooth operation of the program.
- If natural disasters, wars, riots, transportation accidents, government orders, or other reasons beyond our control make it impossible to carry out the program.
- If necessary, documents are not submitted by the specified deadline.
- If the applicant's whereabouts are unknown for an extended period, or they are uncontactable.
- If payment is not made by the specified deadline.

5. "StudyNaviJapan" - Paid Service "B" Fees

- Support for entering language schools, vocational schools, universities, or graduate schools: ¥80,000 (JPY)
- Support for short-term language study, homestay, etc.: ¥60,000 (JPY)

Effective Date: April 1, 2024

Revised: September 26, 2024



GLOBE
地球儀 SUPPORTS YOUR FUTURE!

Globe Co., LTD.

2-6-23 #1002 Yotsugi, Katsushika-ku, Tokyo JAPAN 124-0011 info@globe-biz.jp