

2020 JET PROGRAMME – SOUTH AFRICAVERY IMPORTANT!

- Please make sure that you are completing the correct (2020) JET Programme Application Form.
- Please fill in all relevant fields. Do not leave any fields blank. If a field is not applicable please write N/A.
- Application forms must be printed single sided (not back to back!)
- Do not staple any documents together! Stapled documents will not be accepted!
- Do not place any documents in separate envelopes, plastic sleeves, files, etc.
- Please complete the original application form in blue ink.
- please make 3 complete sets of all documents clearly marked at the top centre of the first page of the application form:
 - ORIGINAL SET – A set of original A4 documents
 - COPY SET A -A black and white (not colour) A4 photocopy of the entire original set)
 - COPY SET B -A second black and white (not colour) A4 photocopy of the entire original set).

*Please make sure that COPY SET A and COPY SET B are of a good quality. We need to be able to clearly read the photocopied sets!

PLEASE CLIP EACH SET TOGETHER WITH A 19mm FOLD BACK CLIP.

- ONE CLIP PER SET = 3 CLIPS



Original Set



Copy Set A



Copy Set B

*Documents in each set must be ordered exactly as in the table below.

* Failure to submit any of the documents in the table below will result in immediate disqualification from the 2020 JET Programme.

Document (ALL DOCUMENTS IN THE ORIGINAL AND COPY SETS NEED TO BE A4 SIZE AND PRINTED ON ONE SIDE ONLY – NO DOUBLE SIDED DOCUMENTS PLEASE)	Number of Originals (Original Set)	Number of Copies (Copy Set A)	Number of Copies (Copy Set B)
1) 2020 Application Form	1	1	1
2) 2020 JET Programme Applicant Self-Report of Medical Condition(s)	1	1	1
3) Certified record/transcript -of all college/university courses (Original must be stamped by the University – No internet printouts will be accepted!)	1	1	1
4) Essay (Statement of Purpose) -typed, single-sided, double-spaced on A4 paper (210mm x 297mm), at 13.5 font size, not exceeding two pages. This page limit must be strictly observed.	1	1	1
5) Certification of Graduation -from college or university. If you have not graduated yet, you must submit a certificate of expected date of graduation or proof of current attendance in a degree course.	(1 Original or Certified Copy)	1	1
6) Letters of Reference - From two referees in Japanese or English - THESE LETTERS MUST BE SIGNED BY THE REFEREES! - If you have not graduated yet, one of the referees must be someone related to the university and must contain a reference to your expected date of graduation. - PLEASE REMOVE LETTERS OF REFERENCE FROM ENVELOPES AND PLACE THEM LOOSE IN EACH SET	2 (one original of each letter)	2 (one copy of each letter)	2 (one copy of each letter)
7) Teaching or language proficiency qualifications (TEFL/TESL/JLPT) (only for applicants with these types of qualifications)	1 (Copy is okay)	1	1
8) Document which shows your nationality (ID / passport, etc.)	1 (Copy is okay)	1	1
9) *Police Clearance Certificate	1	1	1
10) *Certificate of Health	1	1	1

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***If you are applying for Early Placement in April, or Early Placement after April but before July/August Arrival April departure (Qu26), you must submit your Police Clearance Certificate and Certificate of Health together with your application.**

If you are not applying for Early Placement, you will be required to submit your Police Clearance and Certificate of Health by 1 May, 2020

PLEASE COURIER (WITH A TRACKING NUMBER) OR HAND DELIVER YOUR COMPLETE APPLICATION PACKAGE TO:

EMBASSY OF JAPAN
JET PROGRAMME
259 BAINES STREET
GROENKLOOF
PRETORIA
0181

DEADLINE: NOVEMBER 8, 2019 (APPLICATIONS MUST ARRIVE AT THE EMBASSY OF JAPAN BY THIS DATE)

RESULTS: Successful and Unsuccessful Applicants will be contacted by e-mail - Please **DO NOT** contact the Embassy of Japan to enquire about the outcome of your application.

AN ADDITIONAL NOTE ABOUT QUESTION 26 "EARLY PLACEMENT IN APRIL, OR EARLY PLACEMENT AFTER APRIL BUT BEFORE MID SEPTEMBER ARRIVAL"

Please be aware that if you select Y "Yes" question 26, it implies the following:

- Departure in / from April only becomes a possibility should there be vacancies and this is not guaranteed.
- Participants who arrive from April and before the Group A/B (mid-September) departure will not receive an orientation like the one held for the Group A/B (mid-September) arrivals.
- Your work as an ALT will commence immediately at the start of the busy Japanese school year with limited time to settle in opposed to the Group A/B (mid-September) arrivals who will arrive after the Japanese Summer school holidays and be able to settle in a more relaxed atmosphere.
- For the reasons given above it is therefore strongly recommended that first time JET applicants or applicants with no teaching experience in Japan carefully consider whether they are appropriate to select Y "yes" for this option or not.
- Additionally, as mentioned above, applicants who select Y "Yes" for question 26 will need to submit their Criminal Record and Certificate of health with their application.