

2025 JET PROGRAMME – SOUTH AFRICAVERY IMPORTANT!

- Please make sure that you are completing the correct (2025) 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 make 3 complete sets. Please mark the two copy sets in pencil at the top centre of the first page of the application form – Copy Set A and Copy Set B only.
- **ORIGINAL SET – A set of original A4 documents. (Do not write “original Set”)**
- **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 or smaller FOLD BACK CLIP. NO LARGE CLIPS!

- **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 2025 JET Programme.

Document (ALL DOCUMENTS IN THE ORIGINAL AND COPY SETS NEED TO BE A4 SIZE AND PRINTED ON <u>ONE SIDE ONLY</u> – NO DOUBLE SIDED DOCUMENTS PLEASE)	Number of Originals (Original Set)	Number of Copies (Copy Set A)	Number of Copies (Copy Set B)
1) 2025 Application Form	1	1	1
2) 2025 JET Programme Applicant Self-Report of Medical Condition(s)	1	1	1
3) Certified Academic Record/Transcript <ul style="list-style-type: none"> ● Inclusive of all college/university courses. ● If a physical copy is not provided by your institution, a printed copy of the digital version must be submitted. 	1	1	1
4) Essay (Statement of Purpose) <ul style="list-style-type: none"> ● Typed, single-sided, double-spaced on A4 paper (210mm x 297mm), not exceeding two pages. This page limit must be strictly observed. (This is an essay motivating your application to the JET Programme.) 	1	1	1
5) Certification of Graduation (from college or university) <ul style="list-style-type: none"> ● If you have not graduated yet, you must submit a certificate of expected date of graduation. ● If a physical copy is not provided by your institution, a printed copy of the digital version must be submitted. 	1	1	1
6) Letters of Reference <ul style="list-style-type: none"> ● References from two referees written in either Japanese or English must be submitted. ● If you have not graduated yet, one of the referees must be someone related to your university. ● 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/TESOL/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) Criminal Record / Police Clearance Certificate issued by the South African Police only (*Only for applicants with a criminal history, or applicants who indicate on their application an interest in an Early arrival)	1	1	1

<ul style="list-style-type: none"> ● In the case the applicant is unable to obtain their Criminal Record by the time of application, a document proving you have applied will be accepted. In this instance, the Criminal Record itself must then be submitted by 29 November 2024. ● Please see 6. 1) in regards to obtaining a Criminal Record. 			
<p>10) Certificate of Health (*Only for applicants who indicate on their application an interest in Early arrival) Please have a physician fill in the designated form provided in either Japanese or English.</p> <ul style="list-style-type: none"> ● In the case the applicant is unable to obtain their Certificate of Health by the time of application, the Certificate of Health must then be submitted by 29 November 2024. 	1	1	1

No documents will be returned to applicants.

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: 18 October, 2024 before 16:00 (HARD COPY APPLICATIONS MUST ARRIVE AT THE EMBASSY OF JAPAN BY THIS DATE AND TIME) - No late or e-mailed applications will be accepted.

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.