

# Japan Hotel Internship Program

This paid internship allows you to study at a high-quality hotel in Japan. You will receive a salary while gaining experience, which will also be useful for your future job search.



Location	All over Japan except big city like Tokyo and Osaka
Host Company	3 to 5 star hotels (International luxury hotels and Japanese hotel chains) Ryokan (Japanese traditional Inn and Onsen spa resort)
Starting date	All year round (mainly summer season and winter season) Summer season from June Winter season from December and January
Duration	6 to 12 months (3 months summer season only)
Eligibility	<ol style="list-style-type: none"> <li>1. Must be a current student</li> <li>2. Academic: Junior College (Associate Degree) or University (Bachelor Degree)</li> <li>3. Major: Hospitality or Japanese</li> <li>4. Work experience: Preferable hotel and restaurant experiences</li> <li>5. Language: Minimum basic Japanese language level when starting internship Preferable intermediate Japanese language level for Front and Food &amp; Beverage Service.</li> </ol>
Position	<p>Front Desk, Food &amp; Beverage Service, Housekeeping, Kitchen Help</p> <p>The host company will take into consideration the English and Japanese language skills and experience of participants, but it is possible that you may start with housekeeping or kitchen help.</p> <p>Some hotels accept as a General Assistant with several positions by shift and rotation</p>
Visa	Special Activity 9th Visa (12th visa for summer 3 months)
Working Conditions	<ul style="list-style-type: none"> <li>• Working hours: 40 hours per week</li> <li>• Overtime in peak season</li> <li>• Holidays: 2 days per week or 6 to 8 days per month</li> </ul>
Benefits	<ul style="list-style-type: none"> <li>• Accommodation: Staff accommodation (shared room or dormitory) provided for free or small rent</li> <li>• Meals: Duty meals provided for free</li> <li>• Salary: Minimum wage by region guaranteed (JPY1,100 to JPY1,500)</li> </ul> <p>Monthly income: Approximately JPY170,000 to JPY240,000 before tax</p>
Process	<p>Before departure</p> <ol style="list-style-type: none"> <li>1. Counselling and screening eligibility: Please send us your CV.</li> <li>2. Program Application and pay the application fee</li> <li>3. Submit the required documents</li> <li>4. Initial interview with internship coordinator (Japanese or English)</li> <li>5. Interview with hotels (Japanese or English)</li> <li>6. Internship Agreement between university and host company</li> <li>7. Apply for a Certificate of Eligibility at the Immigration Bureau</li> <li>8. Certificate of Eligibility (COE) acquisition</li> <li>9. Apply for Special Activity 9th Visa at Japan Embassy in home country</li> <li>10. Pre-departure orientation</li> </ol> <p>After departure</p> <ol style="list-style-type: none"> <li>1. Arrive in Japan: Immigration and Customs</li> <li>2. Airport greetings and move to the work place</li> <li>3. Arrive at the hotel and check-in at the staff accommodation</li> <li>4. Orientation by host company and start internship</li> <li>5. Alien registration and national health insurance enrollment procedures</li> <li>6. Practical training report</li> </ol>

# Reliable support for both the hotel and the internship

## Support Content

### Before Departure

- Free pre-interview counseling    • Interview attendance
- Certificate of Eligibility (COE) acquisition    • Travel arrangements
- Pre-departure orientation    • Processing Fees/Interview Preparation
- Hotel Research/Negotiations/Interview Setup
- Job Offer (Employment Contract)/Employment Visa Application
- Work Permit and Residence Permit Application

### After Arrival

- Airport Meet-and-greet Service    • Workplace Orientation
- First-Day Support Call    • Monthly Meetings
- Weekly Japanese Language Supplementary Classes (Option)
- Employment Interviews    • Other Lifeline Support    • Return Support

### What's Not Included

- ① Airfare
- ② Overseas Travel Insurance Fee
- ③ Visa Application Fees: Document Issuance Fees/Medical Certificate Fees
- ④ Local Fees

**QUESTION? Ask: Study Japanese and Culture**

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