

アルバイトをするためには - 「資格外活動許可」の申請手続

在留資格「留学」は、日本の学校で教育を受けるためのものであり、働くことは認められません。留学生が学費等のためにやむを得ずアルバイトをする場合は、次の条件の下で「資格外活動許可」の申請を行い、事前に許可を受けなければなりません。

- ✓ 勉強の障害にならないこと。
- ✓ 留学中の学費や必要経費を補う目的であって、貯金や仕送りのためではないこと。
- ✓ 風俗営業ではないこと。
- ✓ 1週28時間以内（長期休業期間中は1日8時間週40時間以内）であること。

入国した空港で在留カードが交付された新規入国者は、同時に資格外活動許可申請をすることができます。入国時に資格外活動許可の申請を行わなかった場合や資格外活動許可の期限を延長したい場合は、出入国在留管理局で「資格外活動許可」の申請を行います。なお、資格外活動許可申請に手数料はかかりません。

【申請手続】

- 1 教員の同意書（用紙は国際教育課にあります。）を国際教育課へ提出。
 - 2 資格外活動許可申請書（用紙は出入国在留管理局及び国際教育課にあります。）、パスポート・在留カードを出入国在留管理局へ提出後、資格外活動許可が発行されます。なお、この許可は在留期間中は有効となります。
- ※ 琉球大学に在籍する外国人留学生が、琉球大学との契約に基づき、ティーチング・アシスタント（TA）やリサーチ・アシスタント（RA）をする場合は、資格外活動許可は必要ありません。
 - ※ 無許可で働いた場合や許可された時間、活動内容を超えて働いた場合は、処罰の対象になります。
 - ※ 入国時に空港で資格外活動許可を得た場合も、アルバイトをする場合は事前に指導教員の同意書を国際教育課へ提出してください。

○ [教員の同意書ダウンロード](#)

○ 法務省 <https://www.moj.go.jp/isa/applications/procedures/16-8.html>

Working Part Time


- *Certificate to Engage in Activity Other Than That Permitted by the Status of Residence Previously Granted*

Since you possess a resident status of “College Student” and are in Japan for study or research, you are expected to engage only in activities related to your study. If you need to work part-time to pay tuition or earn enough to cover your living expenses, you must first obtain permission from the nearest Regional Immigration Bureau to engage in activities other than those permitted under the status of residence previously granted. Upon obtaining this approval, you may work part-time under the following conditions:

- ✓ The part-time work does not affect your studies.
- ✓ The earned income is meant to supplement your academic costs and other necessary expenses and is not for savings or for remittance overseas.
- ✓ The part-time work excludes work performed in establishments that may affect public morals such as bars and nightclubs.
- ✓ Part-time work must be limited to 28 hours or less a week (This may be extended to not more than 8 hours a day during spring, summer and winter vacation periods).

International students who has just arrived at an airport in Japan with (1) the status of residence of “College Student”, (2) whose period of stay is six months or longer; (3) who has been issued with a resident card and (4) has been successfully granted disembarkation permission can immediately apply for “Permission to Engage in Activity Other than that Permitted by the Status of Residence Previously Granted”. If students wish to apply for or extend their permission to work part-time after their arrival at a Japanese airport, they must apply directly at their nearest local immigration bureau. Approval is immediate, and no charges apply.

【Application Procedure】

- 1 Have your academic advisor complete the consent form and submit it to the Global Education Section (forms are available at the Global Education Section).
 - 2 Submit the application form for permission to work part-time to the Immigration Office (application forms are available at the Immigration Office and the Global Education Section), along with your passport and resident card. Permission issued by the immigration authorities is valid until your period of residence in Japan expires.
- ✘ Permission from the immigration authorities is no longer necessary for international students who enter a contract with the University to work in positions such as teaching assistants (TA) or research assistants (RA).
 - ✘ International students may be subject to punishment and deportation if they work without appropriate authorization, work more hours than permitted, or work outside the permitted scope of their status of residence.
 - ✘ Even if you have obtained permission to work part-time at the airport upon your arrival, you are still required to submit the “Form for Endorsement to Work Part-Time” to the Global Education Section.
- [Download Academic Supervisor Consent Form](#)
 - Immigration Bureau of Japan  <https://www.moj.go.jp/isa/applications/procedures/16-8.html?hl=en>