

# 身元保証書

## Letter of Guarantee

年 月 日  
Year Month Date

別府溝部学園短期大学  
Beppu Mizobe Gakuen College  
学長 溝部 仁 殿  
To: President Hitoshi Mizobe

学生氏名 / Applicant's Name:

生年月日 / Date of Birth:

上記の者が別府溝部学園短期大学に在学中は、日本の法律および学則並びに諸規定を守らせ、一身上のこと（詳細は裏面参照）については私が責任を持ちます。なお、上記の者が、所定の授業料等貴学に対する債務（詳細は裏面参照）の履行を怠り、又は貴学に損害を与えた場合には私が責任を負い、貴学の指示に従い、極度額として 650 万円（日本円）を限度として支払います。以上のことを確約するため、本書を提出します

While the above person is enrolled at Beppu Mizobe Gakuen College, I will ensure that they comply with the laws, school rules, and regulations of Japan, and I will be responsible for personal matters (see back for details). In addition, the above person is required to fulfill the prescribed tuition fee and other obligations to our university (see the back for details).

If (applicant name) \_\_\_\_\_ fails to do so or causes damage to Beppu Mizobe Gakuen College, (guarantor's name) \_\_\_\_\_ will be responsible and will pay the maximum amount of 6.5 million yen (Japan yen) in accordance with the instruction by Beppu Mizobe Gakuen College.

注：保証人は原則的に父母が責任を負うことができる者であること。  
Note: Guarantee shall be a parent or person who have responsibilities.

保証人氏名

Guaranantor's Name: \_\_\_\_\_ 印  
Last/Family Given Name

本人との関係

Relation to Applicant: \_\_\_\_\_

生年月日

Date of Birth: \_\_\_\_\_ 年齢 / Age ( )  
Year Month Day

職業

Occupation: \_\_\_\_\_

勤務先

Address at Work:

TEL: \_\_\_\_\_

Include country and area code

自宅住所 / Home Address:

TEL: \_\_\_\_\_

Include country and area code

**【一身上のこと】 personal matters**

- (1) 学生の身分異動（休学、復学、退学、転学、他大学（他学部）受験許可願）についての同意  
Consent to a change of status of the student (leave of absence, reinstatement, withdrawal, transfer, request for permission to take the entrance examination of another university (other faculty))
- (2) 留学生奨学金授業減免志願書、校納金分割願いについての同意  
Consent to the application for scholarship for international students and the request for division of school fees
- (3) 本人の身元確認に関する対応  
Support for confirmation of the identity of the student
- (4) 学生寮への入寮・退寮及び寮規則の遵守  
Entry and exit from the student dormitory and compliance with dormitory rules
- (5) 緊急時の連絡対応  
Emergency contact
- (6) 在留資格などの VISA の変更  
Change of visa status due to change of residency
- (7) 学生の責任における損害行為及び賠償責任行為  
Acts of damage and liability to which the student is responsible
- (8) 日本の法律に触れる行為  
Acts that violate the laws of Japan

**【貴学に対する一切の債務】 極度額を 650 万円とする。**

[other obligations to our university] The maximum amount is 6,500,000 yen.

- (1) 学生が学費及び諸経費を滞納した場合の債務  
Debt in case of delinquency of tuition and other expenses by students
- (2) 学生が学生寮に入寮し、家賃及び光熱水道料などの諸経費を滞納した場合の債務  
Debt when a student moves into a student dormitory and fails to pay rent, utilities, and/or other expenses
- (3) 学生の責任により貴学に生じた損害賠償金及び貴学が（３）を解決する過程で支出した経費  
Compensation for damages incurred by Beppu Mizobe Gakuen College due to the student's actions and expenses incurred by the University in the process of resolving (3)