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| 国際交流センター | 国際課長 | 国際課 |
|  |  |  |

一時帰国・海外（国内）旅行届

Notification of Temporary Leave

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | 年 |  | | 月 |  | | 日 |
| Year | | | Month | | | Day | |

　国際課長　殿

　To Director of International Division

下記のとおり（一時帰国・海外（国内）旅行）をしますので、お届けします。

Here I would like to notify my temporary leave as follows.

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 氏名  Name | |  | | | | | | | | 学生番号  Student ID number | | | | |  | | | |
| 指導教員名  Academic advisor | |  | | | | | | | | | | | | | | | | |
| 行き先  Destination | |  | | | | | | | | | | | | | | | | |
| 不在期間  Planned duration of absence from NWU | |  | 年 |  | 月 | |  | | 日 | ～ | |  | | 年 |  | 月 |  | 日 |
| Year Month Day Year Month Day | | | | | | | | | | | | | | | | |
| 目　的  Purpose | | 一時帰国 (Temporary return to home country)  観光 (Domestic or overseas travel)  調査・研究発表 (Research or attending a conference)  ボランティア(Volunteer activity) その他(Other)(　　　　　 　) | | | | | | | | | | | | | | | | |
| 旅行中の連絡先  Your contact information while travelling abroad or in Japan | | 住所Address | | |  | | | | | | | | | | | | | |
| 電話Tel | | |  | | | | | | | | | | | | | |
| メールアドレスEmail | | |  | | | | | | | | | | | | | |
| 行き先が海外の場合のみ記入  Fill in only when going outside Japan | 日本在住の知人等の  連絡先  Contact information of an acquaintance living in Japan while you’re away | 氏名 Name | | |  | | | | | | | | | | | | | |
| 電話Tel | | |  | | | | | | | | | | | | | |
| メールアドレスEmail | | |  | | | | | | | | | | | | | |
| **みなし再入国許可**  **Special re-entry permit** | ※みなし再入国許可を利用するには、次の3つの項目を確認し下にある“確認しました”の  ボックスにチェックを入れてください。  In order to be granted a special re-entry permit at the airport, be sure to confirm all these three conditions apply to you and check off the box “I confirmed” below.  ①　出国後、１年以内に再入国すること  　　 Will come back to Japan within 1 year after leaving  ②　日本への帰国予定日まで在留期限が残っていること  　　 Will come back to Japan before the expiry date of your residence card  　　 　　③ 出国時に、空港で出入国記録欄の「一時的な出国であり、再入国する予定です。」欄　　　　　 にチェックをして、パスポート及び在留カードと一緒に提示すること  Will check off the box, “I am leaving Japan temporarily and will return” on the ED card and show it with your passport and residence card to the immigration officer at the airport  　確認しました / I confirmed | | | | | | | | | | | | | | | | |
| 在留期限  Expiry date of your residence card |  | | | | 年 | |  | | | 月 | |  | | 日 | | | |
| Year　 Month　 Day | | | | | | | | | | | | | | | | |

※**１年以上日本を離れる場合は**、出入国管理局で「再入国許可」を取ってください。

**If you do not plan to come back to Japan within 1 year after leaving**, you have to obtain a re-entry permit at the immigration office.