

Procedures at the local municipal office

(Submitting Notification-of-Moving-in/ Enrolling to National Health Insurance and National pension plan)

Please complete the necessary procedures at the local city wards after the 14 days self-isolation period.

【Notification of Move-in Form (Residence registration)】

Those who have a student visa with a permission of at least six months must file a notification of their new address with their Residence Card within 14 days after moving. However, due to the spread of the new coronavirus infection, this restriction will be eased.

【National Health Insurance】

The National Health Insurance System in Japan is an insurance system to reduce individuals' medical costs. International students who reside in Japan must become a member of the National Health Insurance scheme. After joining the system, you will need to pay only 30% of the incurred medical costs.

Registration procedures are carried out at the city/ward office, after submitting Notification of Moving-in (Residence registration). During the period from your arrival date until the date of submitting the national health insurance application, you will be required to bear the full amount of the medical costs. However, you can claim a refund for the 70% of copayment later.

【Notice from Kobe city ward】

From March to April, Kobe ward offices and branch offices tend to be very crowded for procedures such as moving-in and out.

We appreciate your kind cooperation in avoiding congregating at the office, avoiding going from noon to early afternoon, in order to help preventing the spread of the Novel Coronavirus. At this website, you can how many people waiting in line at the office. Please check beforehand.

(Japanese) <https://www.city.kobe.lg.jp/a84453/krona0304.html>

【Language Support Services at Kobe city ward】

At “General Information Desk for Foreign Residents” in Chuo Ward office, they can give advice when you are not sure how to fill out forms, such as for Residence registration, National Health Insurance enrollment, that need to be submitted to the ward office. Please note that they do not provide translation services.

(English)

<https://www.city.kobe.lg.jp/d49614/kuyakusho/chuoku/foreignlanguage/english/index.html>

At Kobe Ward Offices/Branch Offices, mobile phones dedicated for 3-way interpretation use are available, and Kobe city offers multilingual phone interpretation services for any foreigners that cannot sufficiently understand Japanese.

<Languages offered>

English, Chinese, Spanish, Portuguese, Vietnamese, Filipino and Korean

(English) <https://www.kicc.jp/en/living/facilities/kuyakusho>

Resident Registration

<https://www.kicc.jp/en/procedure/move/aliencard>

National Health Insurance System

https://www.city.kobe.lg.jp/life/support/insurance/hokenryo/29english_A.pdf

【Opening Japan Post Bank account】

Please take note:

- Must apply for JP bank account after completing the residence registration at the city ward.
- Bring your passport, Residence card (with an official residence registration) and student ID card.
- English language support is not available so please ask someone who can help you with Japanese to accompany.

https://www.jp-bank.japanpost.jp/kaisetupdf/kaisetupdf_en.pdf