

## How to re-register at Municipal office

### ◆ Where to go and what to do

① Residents Division (Each municipal office has different name.)

Please go to Residents Division, and give staff all the required documents.

**\*Please do not forget to obtain “Residence certificate”.**

<https://groups.oist.jp/living-guide/juminhyo-shouhon>

② Pension Division (Usually integrated with Residents Division)

The staff will proceed address change.

③ Welfare and Health Division

Please don't forget to receive new “Health Insurance Card”.

**Basically, everything will be taken care by Residence Division, so please submit all the documents at Residence Division. You will be instructed by village office staff what to do or where to go if necessary.**

### ◆ What to bring

1. Residence Card
2. Passport
3. My number card
4. Pension book (Blue booklet)
5. Moving certificate (転出証明書) **(Issued at the municipal office where you deregistered.)**
6. Income Certificate (所得証明書) \*If applicable

### ◆ After your re-registration

Please come to student support section with your new **Residence certificate** and **Residence card**.