

Prospective Applicants:

Applications for the 2026 JET Programme are now open. Please note that incomplete or late applications will not be accepted.

Please familiarize yourself with the application guidelines. Be sure to attach all signatures where requested. Failure to follow these guidelines will result in non-screening of your documents. Early submission is encouraged.

THE APPLICATION DEADLINE IS **FRIDAY, 28th NOVEMBER 2025 at 4:00 p.m.** NO EXCEPTIONS.

Checklist

- a) **No alteration** should be made to the Application Form.
- b) Applications **MUST** be sorted into three sets. Each set should contain one copy of each document requested.
- c) Supporting documents should be attached to the three application forms and arranged **in the order** requested in the Guidelines (See 4. Application Procedures).
- d) Please **DO NOT** staple any documents.
- e) All documents must be submitted on **A4** (210mm x 297mm) **or letter-size** (8.5 in x 11 in) paper.
- f) The Interview Location code for Jamaica is **9410** and country code for Jamaica is **JM**. For other codes, please refer to the 2026 JET Programme Application Form Chart Sheet.
- g) The Application must be in **hard copy**.
- h) **Three (3) transcripts should be submitted (one original and two copies from university). Student copies will not be accepted unless it is stamped by the institution's registry.**
- i) **As no documents will be returned to you, DO NOT submit original degree or teaching diploma. Please submit certified copies. ONLY certified copies of the university degree or teaching diploma will be accepted.** Certified copies mean photocopies of original with authentication. Authentication can only be done by the Registrar of the College/University or a Justice of the Peace. At least one copy must be certified. This certified copy will be used as the original. (If you have not yet graduated, you must submit a **status letter** with the expected date of graduation.)
- j) **All applicants should submit two letters of reference/recommendations.** Ideally, references may be provided by the following categories of persons: Former or Current Employers; Pastors; Principals; Vice Principals and Lecturers/Academic Supervisors who are not related to you. If you have not graduated yet,

one of the referees must be someone related to the university and must contain the expected date of graduation. This is different from the ‘**status letter**’ mentioned above.

- k) The Essay should be typed, single-sided, double-spaced on A4 paper (210mm x 297mm) or letter-sized paper (8.5 in x 11 in), not exceeding two pages. This page limit must be strictly observed.**

We do not accept incomplete applications.

PLEASE SUBMIT APPLICATIONS TO:

The JET Programme

Cultural Section,

Embassy of Japan in Jamaica

NCB Towers, North Tower, 6th Floor,

2 Oxford Road,

Kingston 5.

For further clarification on the above, you may call +1 (876) 929-3338 or send an email to jet@kg.mofa.go.jp

CHECKLIST 2025-2026

THIS IS A SELF-CHECK. DO NOT SUBMIT.					
	Org	Copy1	Copy2	Copy3	PAY ATTENTION TO
1.Application Form				N/A	All fields filled out, all signatures attached
2.Self Report Medical Conditions				N/A	Signature is attached
3.Certificated Record/ Transcript				N/A	Original should be official copy OR unofficial copy verified by registrar
4.Essay				N/A	2 pages
5.Certification of Graduation				N/A	At least one copy should be verified by JP or registrar.
6.Letter of Reference 1				N/A	
Letter of Reference 2				N/A	
7.Teaching/Language Proficiency	N/A				If applicable
8.Passport etc	N/A				
9.Criminal Record		N/A	N/A	N/A	} Please see Guidelines Pages 8 and 9 re submission of these documents
10.Certificate of Health		N/A	N/A	N/A	