

## Conversion of a Foreign Driver's License to a Japanese Driver's License

### ***Announcement***

Starting October 1st, the process for exchanging foreign driver's licenses will be revised.

Revisions: Knowledge Exam: The illustrated questions will be removed, the total number of questions will be adjusted to 50, and the passing criteria will be a score of 45 or more.

Confirming Certificate of Residence: A certificate of residence, showing nationality, residence status, period of stay, and the categories provided in the Article 30-45 of the Basic Resident Registration Act required, excluding extraordinary circumstances.

Individuals on short-term stays for tourism or similar purposes are ineligible to obtain a driver's license, excluding extraordinary circumstances.

***The online reservation system is scheduled to launch on December 1, 2025.***

Please make your reservations through our reservation system starting December 1, 2025.

Please note that you will be unable to make reservations in-person at the window starting October 15th.

### ***Application Procedure***

Please make your reservations through our reservation system starting December 1, 2025.

### ***※:Telephone inquiries***

:Please confirm the number in the lower right corner of your admission ticket before contacting us to change your reservation.

Applicants interested in the Specified Skills System should consult with their contact at their employing company. This applies only to those who have been as within the automobile transportation industry by their Designation Letter.

※: The Specific Skills System refers to a system for accepting foreign nationals with specific expertise and skills who can immediately contribute to the workforce in specific industries facing difficulties in securing personnel. This system applies only to foreign nationals residing in Japan under the "Specified Activities" status and engaged in the automobile transportation industry.

Inquiries can be made between 3:00 PM and 4:30 PM, Monday through Friday.  
Telephone: 029-293-8811

***Application Process (※Applications cannot be made by those without a reservation.)***

### ***New (first-time) applicants***

Please make your reservations through our reservation system starting December 1, 2025.

Document screening.

Knowledge Exam and Practical Driving Exam (for those who passed the Knowledge Exam)

If you pass the document screening, we will conduct the Knowledge Exam on the same day.

Please note that document review and other procedures may take some time, so we appreciate your patience.

### ***Applicants for the Knowledge Exam***

Upon visiting the Driver's License Center on your scheduled appointment date, take the Knowledge Exam. Those who pass the Knowledge Exam will proceed to take the Practical Driving Exam.

### ***Applicants for the Practical Driving Exam***

Upon visiting the Driver's License Center on your scheduled appointment date, take the Practical Driving Exam.

Applicant Procedure at the License Center Counter (Attachment 1)

**Individuals who have passed the Knowledge Exam by September 30th will be required to retake the Knowledge Exam if they wish to take the Practical Driving Exam on or after October 1st.**

### ***Requirements for Examination Eligibility***

Individuals who have received a license revocation or suspension (excluding first-time revocation) are required to attend a license revocation course.

Meets the eligibility requirements

Possession of a valid, unexpired foreign driver's license.

Proof of having stayed in the country where the foreign license was obtained for a total of three months (90 days) or more after obtaining said license, and verifiable through passport entry/exit stamps (issuing country) and the driver's license issuance date.

Residency within Ibaraki Prefecture.

A valid period of stay (visa).

Age:

Standard motorcycles, Special small motor vehicles, and motorized bicycles: 16 years of age or older.

Semi-mid-sized motor vehicles, standard motor vehicles, special large motor vehicles, towing vehicles, large motorcycles: 18 years of age or older

Mid-sized motor vehicles: 20 years of age or older (must possess a Japanese driver's license for semi-mid-sized motor vehicles, standard motor vehicles, or special large motor vehicles, followed by a combined two years of driving experience across Japanese and foreign driver's licenses)

Large motor vehicles: 21 years of age or older (must possess a Japanese driver's license for mid-sized motor vehicles, semi-mid-sized motor vehicles, standard motor vehicles, or special large motor vehicles, followed by a combined three years of driving experience across Japanese and foreign driver's licenses after acquisition of aforementioned Japanese license).

Required Documents

Application form (available at counter number 14 at the licensing center.)

Admission ticket(available at counter number 14 at the licensing center.)

Questionnaire(available at counter number 14 at the licensing center.)

**Japanese driver's license (includes both conventional driver's license and My Number Driver's License, provided it is valid)**

A My Number Driver's License is a driver's license integrated with a My Number card.

**Certificate of Residence**

Foreign nationals are required to present a certificate of residence that includes their nationality, residence status, period of stay, and The categories provided in the Article 30-45 of the Basic Resident Registration Act.

※: Excluding exceptional cases, short-term visitors for tourism or similar purposes are ineligible to obtain a driver's license.

For individuals with Japanese nationality, a certificate of residence that includes their registered domicile.

Individuals who have relocated overseas require the following two items:

- Certificate of Stay for Overseas Residents and Certificate of Residence for the Certifier (Head of Household)

Certified copy of family register or an excerpt from the family register

Proof of Residence (Attached #2)

※:Individuals who possess an expired Japanese driver's license (both conventional and My Number-linked licenses).

※:Residents who have very recently moved to Ibaraki Prefecture are requested to bring documents confirming their residence, such as a lease agreement for their apartment.

※:Please bring all of your foreign driver's licenses, including any expired copies if available. If your driver's license does not include the date of issuance or acquisition, please also bring a document that proves the date of issuance or acquisition.

※: Please note that additional documents may be required depending on the country.  
【Required Documents by Country】 (Attachment 3)

***Japanese Translation of Foreign Driver's License***

Japanese translations must come from the following designated organizations:

Embassies and consulates of the licensing country.

Japan Automobile Federation (JAF)

Ziplus Co., Ltd.

ALADDIN, Japan Association for Supporting Visiting Drivers

Please review each webpage.

You may also submit Japanese translations for driver's licenses from Taiwan provided through the Taiwan-Japan Association, and submit Japanese translations for driver's licenses from Germany provided through the German Automobile Association.

***※:Passport (all passports from the time the foreign driver's license was acquired, including all entry and exit dates in that country).***

In the event that you have lost your passport or it does not have entry/exit stamps, and we are unable confirm a period of stay of 90 days or more in the issuing country of your driver's license, we require original documents such as an entry/exit certificate from the relevant country, employment certificate, payslip, or graduation certificate from a university.

***International Driver's License (if applicable)***

***Two photographs*** (3 centimeters in height x 2.4 centimeters in width, bareheaded, front view, upper torso, plain background, taken within the last six months).

***Foreign nationals should present their Residence Card or Permanent Resident Certificate*** (card type).

***Applicants for motorcycles*** (excluding mopeds with engine displacement of 49cc or less) must wear a helmet, gloves, a long-sleeved shirt, long pants, and shoes.

※:Please bring the original documents.

***Available Languages for the Knowledge Exam***

English, Arabic, Indonesian, Ukrainian, Urdu, Korean, Khmer, Sinhala, Spanish, Thai, Tagalog, Chinese, Nepali, Hindi,

:Vietnamese, Persian, Portuguese, Burmese, Mongolian, Russian

***※:Transaction fee***

Motorized bicycles, special small motor vehicles: ¥1,600

Standard motor vehicles: 2,500 yen

Large motorcycles, mid-sized motor vehicles, and semi-mid-sized motor vehicles: ¥3,900

Other: ¥2,800

Driver's license issuance fee

Driver's license: ¥2,350

Driver's license and My Number Driver's License: 2,450 yen

My Number Driver's License: ¥1,550

A My Number Driver's License is a driver's license integrated with a My Number card.

***※:Driver's license issuance***

※:Licenses are generally delivered on the same day.

***※:Precautions***

※:If you are not comfortable with your Japanese ,please come with an interpreter.

※:During the document review process, we will conduct an interview to inquire about the applicant's method of obtaining a foreign license. In the event that your application is not approved as a result of the review process, or to verify your driving history, you may be required to provide certain supporting forms of certification.

Processing times may be extended depending on the review status.

For any detailed inquiries or matters requiring clarification, please contact the following.

Driving practice is not permitted at the Driver's License Center.

List of Driving Schools in Ibaraki Prefecture (Attachment 4)

For inquiries regarding the content of this page, please contact

Department: Traffic Bureau Driver's License Center

Contact: 029-293-8811

# 外国免許から日本免許への切替手続きの流れ

Procedure for Converting a Foreign Driver's License to a Japanese Driver's License



**新規（初めて）の申請、知識の確認、技能の確認の方の受付は全て14番窓口となります。**

All applications including the initial application, application for the Knowledge Exam, and application for the Practical Driving Exam, will be handled at window number 14.

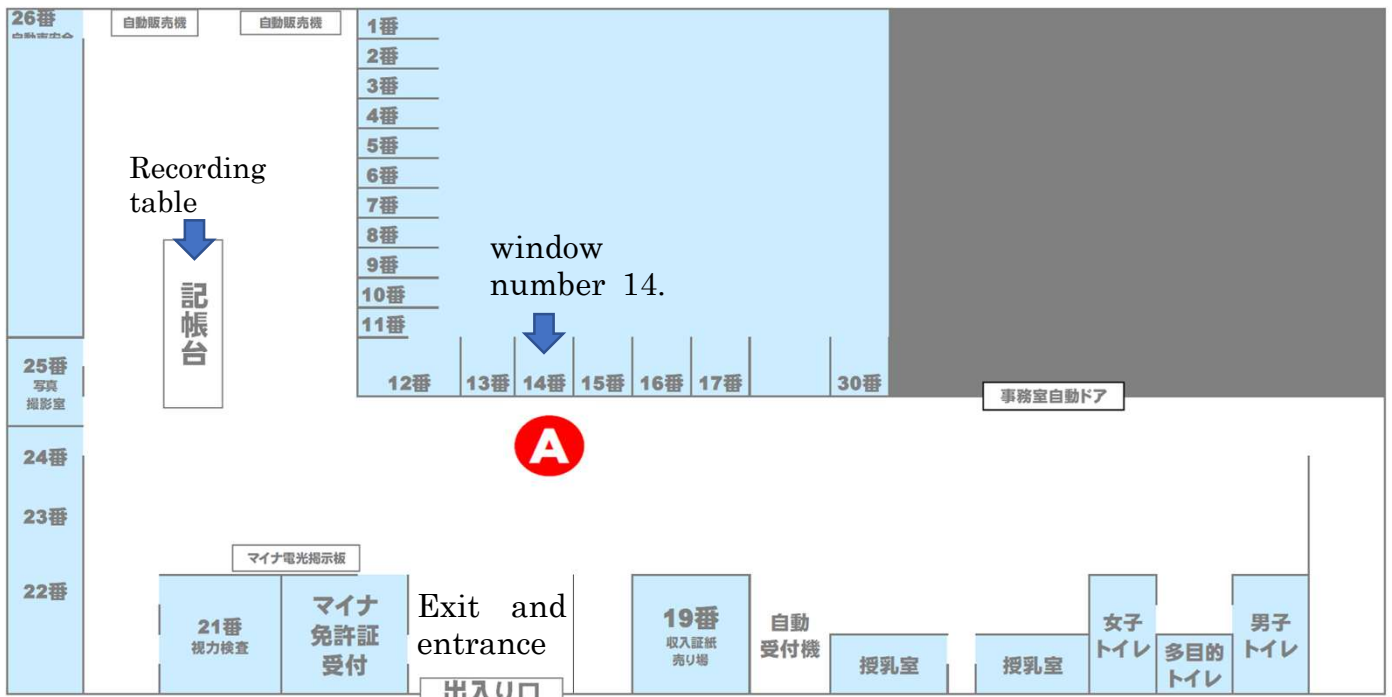
受付時に受付番号を印刷した用紙をお渡しします。集合場所、時間が記載してありますので確認してください。

At the time of check-in, we will provide you with a printed sheet containing your registration number. Please confirm the listed meeting place and time.

<b>注意事項 ~cautions~</b> 外国免許切替 学科受付番号 <b>W-1</b> (Written)		<b>注意事項 ~cautions~</b> 外国免許切替 技能受付番号 <b>D-1</b> (Driving)		外国免許切替 新規受付番号 <b>E-1</b> (Examination)
---	--	---	--	---

**注意事項 ~cautions~**

- 集合時間は10時です。集合場所は 号の待合所となります。
- 午前8時30分から9時30分までと午後12時から12時50分までの間はコースの競争が可能です。ただし、コースを走っている時は入らないでください。
- コース図は6号の待合室に掲示されています。普通車のコースは\_\_\_\_\_です。
- 集合時間よりも早く電話で呼び出しを行う場合があります。
- 在留カードなどをセンターで預かっているため、休憩時間は免許センターの近くをお願いします。
- 全てのテストで合格した方の免許証の交付は2号の待合室で行います。係員の指示に従ってください。
- 運転のテストで不合格の方は12号の窓口で在留カードなどを返却します。
- 不合格の時に返却した受験票で 路上の運転は出来ませんので注意してください。
- 過剰者は受験者と1日一組にしてください。受付をした時に渡した過剰者カードは他の人に渡してはいけません。
- 必ず受付の時にいた方が過剰を行ってください。
- 不正行為を行ったり試験官の指示に従わない場合は試験を中止します。



## 記載例

### 国外転出者の滞在場所証明書

申請者（国外転出者）

氏 名

\_\_\_\_\_

生年月日

大・昭・平

年

月

日

\_\_\_\_\_

上記の者は、海外居住中（ \_\_\_\_\_ ）のところで、一時帰国中のため、

令和 \_\_\_\_\_ 年 \_\_\_\_\_ 月 \_\_\_\_\_ 日 ～ 令和 \_\_\_\_\_ 年 \_\_\_\_\_ 月 \_\_\_\_\_ 日までの間

下記の住所地に滞在していることを証明します。

令和 \_\_\_\_\_ 年 \_\_\_\_\_ 月 \_\_\_\_\_ 日

証明者（世帯主）

住 所

\_\_\_\_\_

\_\_\_\_\_

氏 名

\_\_\_\_\_

申請人との関係（続柄）

\_\_\_\_\_

連絡先Tel

\_\_\_\_\_

※1 申請者の戸籍謄本、戸籍抄本又は戸籍事項証明書を添付してください。

※2 証明者（世帯主）の住民票の写しなど、申請者との続柄が証明できる書類を添付してください。

〈 Required documents by country 〉

- An authentication of official seal or apostille from the Ministry of Foreign Affairs of the relevant country will be required for documents issued in a foreign country.
- If the name on your foreign driver's license and the name on your passport do not match, you are required to submit a document in order to clarify its reason.
- You must submit or show original documents. Copies of document, etc, cannot be used.
- If you have more than 2 kinds of driver's license, principally, you need to prepare a document which proves your driving history such as a driving record, etc.

<b>India</b>	<input type="checkbox"/> Certificate issued by Regional Transport Office.
<b>Indonesia</b>	<input type="checkbox"/> Certificate indicating the date of issuance of your driver's license.
<b>Cambodia</b>	<input type="checkbox"/> Certificate indicating the date of issuance of your driver's license.
<b>Sri Lanka</b>	<input type="checkbox"/> Certificate for your driver's license issued by Sri Lanka Transport Board.
<b>Thailand</b>	<input type="checkbox"/> Driving License History Certificate obtained from the issuing authority.
<b>Nepal</b>	<input type="checkbox"/> Driving License History Certificate obtained in Nepal.
<b>Pakistan</b>	<input type="checkbox"/> Certificate for your driver's license issued by the embassy in Japan.
<b>Philippine</b>	<input type="checkbox"/> Driving License History Certificate.
	<input type="checkbox"/> Official receipt
<b>Vietnam</b>	<input type="checkbox"/> Authentication of your driver's license issued by the embassy in Japan.
<b>Bangladesh</b>	<input type="checkbox"/> Driving records obtained from the issuing authority (issued in Bangladesh)
<b>Myanmar</b>	<input type="checkbox"/> Certificate issued in Japanese together with an original issued in Burmese. The date of issue must be indicated.
<b>Mongolia</b>	<input type="checkbox"/> Certificate of your driver's license obtained in Mongolia.
<b>Brazil</b>	<input type="checkbox"/> Driving License History Certificate (Available of the web)
<b>China</b>	<input type="checkbox"/> 基本信息
	<input type="checkbox"/> One of the documents listed below: 成績証明、経歴証明、信用状況 or printout of your digital driver's license (must show the photo of your face, name, QR code, address, license category, and acquisition date)
<b>Malaysia</b>	<input type="checkbox"/> Driving License History Certificate
<b>European countries</b>	<input type="checkbox"/> Document that proves the duration of your stay in the issuing country. (Because we cannot check your immigration stamps in your passport, you need to prepare the original of "Documents that prove the period of stay in the issuing country" as stated below).
<b>A country that issued a driver's license, even though there are no entry or exit stamps from that country in a passport.</b>	<input type="checkbox"/> Documents that prove the duration of your stay in the issuing country. (Because we cannot check your immigration stamps in your passport, you need to prepare the original of "Documents that prove the period of stay in the issuing country" as stated below).

#### Documents needed to prove the duration of your stay in an issuing country

※You are required to submit one of the following documents to prove that you have stayed in the issuing country of a foreign driver's license, which should be equivalent to a Japanese license, for at least three months since you obtained it, beginning on the date of issue,

① Certificate of residence or immigration records;

to prove that you stayed in the license issuing country for at least three months after you had obtained the license that were issued by an official institution such as consulate, etc.

② Valid passport;

to prove your stay in the license issuing country. However, if you departed from the country within three months of the date of issue indicated on the passport concerned, please bring along your old passports as well, since the current passport alone cannot be sufficient to prove that you stayed in the country concerned for a total of at least three months.

③ Certificate issued by company, school, etc.;

to prove that you were employed or enrolled in the country concerned for at least three months. The certificate must be issued by its company, organization or authority responsible and be indicating the duration of your employment or enrollment. Tax payment receipts are also accepted.

④ Some other documents;

if none of these documents of ①, ②, ③ are available, some other documents such as an apartment rental agreement or salary statements under the name of the applicant will be accepted to prove you stay in the country concerned for at least three months.

※An apartment rental agreement or salary statements under the name of the applicant must indicate the duration of its agreement or payment. If one of the duration written in these documents doesn't exceed three months, it will still suffice to prove your stay in the license issuing country for at least three months by summing up duration written on other documents.

※In some countries with automated immigration gates installed, your passport may not be helpful to verify your stay in the license issuing country.

※If you can prove that you stayed in the license issuing country for more than a year after you had obtained a foreign license, you do not have to display the Beginner Driver's Sign on your vehicle in Japan



## 茨城県内の教習所一覧 Directory of Driving Schools in Ibaraki Prefecture

教習所名	所在地
	電話番号
茨城県自動車学校	水戸市東野町260 電話: 029-247-6131
岩井自動車学校	坂東市辺田648 電話: 0297-35-2248
茨城県自動車学校境校	猿島郡境町1 電話: 0280-87-0454
茨城県日立自動車学校	日立市金沢町2-9-20 電話: 0294-33-1056
昭和自動車教習所	水戸市千波町1987 電話: 029-241-0300
茨城県西自動車学校	筑西市船玉286 電話: 0296-37-6012
茨城県自動車学校土浦校	稲敷郡阿見町阿見383-2 電話: 029-887-0295
水戸第一自動車学校	水戸市姫子1-846-2 電話: 029-251-5233
土浦自動車学校	土浦市中村南4-1-20 電話: 029-841-0577
古河第一自動車学校	古河市関戸1758-1 電話: 0280-98-3631
鉾田自動車学校	鉾田市柏熊1001-1 電話: 0291-32-2647
潮来自動車教習所	潮来市辻799 電話: 0299-62-3200
土浦北インター自動車学校	土浦市並木5-5426 電話: 029-831-1290
茨城けんなん自動車学校	土浦市真鍋6-25-1 電話: 029-822-2700
竜ヶ崎自動車教習所	龍ヶ崎市馴馬町180 電話: 0297-64-1311
大宮自動車教習所	常陸大宮市下村田2518 電話: 0295-52-0885
那珂安全自動車学校	那珂市杉18 電話: 029-298-0278
ひたちなか自動車学校	ひたちなか市市毛951-1 電話: 029-272-5445
矢田部自動車教習所	神栖市矢田部6231 電話: 0479-48-0080
取手自動車教習所	つくばみらい市谷井田39 電話: 0297-58-0533
鹿島自動車教習所	神栖市大野原6-3-20 電話: 0299-92-4171
ドライビングスクール那珂	那珂市菅谷1558 電話: 029-298-3323
笠間自動車学校	笠間市笠間4187 電話: 0296-72-5083
羽鳥自動車学校	小美玉市羽鳥1484-1 電話: 0299-46-2011
つくば自動車学校	つくば市高見原3-16-1 電話: 029-874-8599
茨城県石岡自動車学校	石岡市東大橋2848 電話: 0299-26-2244
明野自動車学校	筑西市倉持1224-2 電話: 0296-52-2811
友部自動車学校	笠間市旭町304-3 電話: 0296-77-8150
上筑波自動車学校	つくば市寺具1268-2 電話: 029-869-0931
学園中央自動車学校	つくば市荻間2006 電話: 029-856-1211
鹿島中央自動車学校	鹿嶋市宮中4518 電話: 0299-83-1161
守谷自動車学校	守谷市松並1984 電話: 0297-48-5511
北茨城自動車学校	北茨城市巾着町足洗838-2 電話: 0293-43-0211
つくばドライビングスクール	つくば市柴崎645-1 電話: 029-857-5030

※ 運転の練習を行っていない場合があります。Driving practice may not be available in some locations.