

Switch when you renew/change your visa

This switches your **Residence Card** → **Specified Residence Card (特定在留カード)**



At the Regional Immigration Bureau

When this applies: When you apply for an Extension of Period of Stay or a Change of Status of Residence.

How it works

1

Visit the Immigration Bureau in person

Go to your regional bureau for your visa renewal or status change. It must be done in person — the combined card is not available via online filing.

2

Add the combined-card application

At the same counter, also submit the Specified Residence Card application form, the PIN-setting request form, and one photo.

Forms available at [moj.go.jp/isa/tokutei.html](https://www.moj.go.jp/isa/tokutei.html)

3

Present your documents

Show your passport and your current Residence Card, plus the documents for the visa application itself.

4

Collect your new card

Processing takes about 2 weeks (longer than a standard card). Pick it up in person at the bureau.

Bring with you

- ✓ Specified Residence Card application form (immigration version)
- ✓ PIN-setting request form (4 PINs)
- ✓ One photo (taken within 6 months)
- ✓ Passport + current Residence Card
- ✓ Documents for the visa application



Good to know

- If, at the end of the review, less than ~1 month remains until your grace-period end date, a standard card may be issued instead.
- Online visa filing cannot be combined with this card — use the counter.

Fee: Free if this is your first switch on/after June 14, 2026 using your current card. Confirm at the window.

Switch when you change your address

This switches your **Residence Card** → **Specified Residence Card (特定在留カード)**



At your City / Ward Office

When this applies: When you file a moving-in (転入) notification or a change-of-address notification.

How it works

1

Go to your city / ward office

File your moving-in or change-of-address notification in person at the municipal counter.

2

Add the combined-card application

Also submit the Specified Residence Card application form (city-hall version), the PIN-setting request form, and one photo.

Forms available at [moj.go.jp/isa/tokutei.html](https://www.moj.go.jp/isa/tokutei.html)

3

Present your documents

Show your passport and your current Residence Card.

4

Collect your new card

The municipality processes it via Immigration; it takes about 2 weeks. Pick it up in person at the office.

Bring with you

- ✓ Specified Residence Card application form (city-hall version)
- ✓ PIN-setting request form (4 PINs)
- ✓ One photo (taken within 6 months)
- ✓ Passport + current Residence Card
- ✓ Documents for the address notification



Good to know

- Pickup is in person at the city / ward office.
- The card's My Number function expires on your period-of-stay end date — renew in time to keep using Myna health insurance.

Fee: Generally free when this is your first switch after June 14, 2026 with your current card. Confirm at the window.

Switch right now, without waiting

This switches your **Residence Card** → **Specified Residence Card (特定在留カード)**

 **At the Regional Immigration Bureau**

When this applies: You have no upcoming visa or address procedure but want the combined card now.

How it works

1

Visit the Immigration Bureau in person

Go to your regional bureau. Online filing is not available for this card.

2

Request a “reissue by exchange”

Apply to reissue your Residence Card via an exchange request and submit the Specified Residence Card application together with it.

3

Add the supporting documents

Submit the PIN-setting request form and one photo.

Forms available at [moj.go.jp/isa/tokutei.html](https://www.moj.go.jp/isa/tokutei.html)

4

Present your documents

Show your passport and your current Residence Card.

5

Collect your new card

Processing takes about 2 weeks. Pick it up in person at the bureau.

Bring with you

- ✓ Specified Residence Card application form (immigration version)
- ✓ “Reissue by exchange” request
- ✓ PIN-setting request form (4 PINs)
- ✓ One photo (taken within 6 months)
- ✓ Passport + current Residence Card



Good to know

- Because you are not bundling it with a procedure you already need, this stand-alone switch normally involves a fee.
- Online filing is not possible — the card is issued at the counter only.

Fee: Immigration ¥1,900 + J-LIS ¥600 (¥800 with electronic certificate). Confirm at the window.