

### What is SpeedVisa ?

SpeedVisa is an online tool designed to help international students complete the necessary procedures to live comfortably in Japan.

It allows users to easily apply for residence permits and report residence card information to their schools.

Agents can access the platform via a web browser after receiving an invitation email from the school.

### Step 1 Open URL in email

You will receive an email inviting you to join SpeedVisa from SpeedVisa Support Team ([wecare@s.s-visa.com](mailto:wecare@s.s-visa.com)). Push the [Verify email address] button for authentication.

※The link button expires in 10 days.



### Step 2 Go to Dashboard

#### 1 Go to Dashboard

Go to Dashboard and start using! Bookmark the login screen in your browser. Save your login information as well.

#### 2 Check your Profile

You can change your language, e-mail address, and password from [Settings] > Personal Settings in the upper left corner.

▼ Log in from here  
<https://s.s-visa.com/signin>



### Step 3 Start to input

#### 1 Register Student

Click on Student > [Add Student] and register the student.

#### 2 Create New Application

Click on the three-point leader to the right of the student's name and select the menu.


#### 3 Start to input

Enter the information required for the application and upload document files.



### If you need help



Visit "SpeedVisa Help Center for Admin" for more information. You can also ask question in the Help Chat at  in the lower right corner of the screen.

▲ SpeedVisa Help Center  
<https://help.kusunoki.ltd/en/speedvisa>

### FAQ

#### Q. What if I forgot my password?

A. Reset your password from the link below.  
<https://s.s-visa.com/password/reset>

#### Q. Can I view the site in languages other than Japanese?

A. You can view it in 7 languages. Choose from the settings.

※ Visit Help Center for more information

