

To: Parents / Guardians
From: XXX City/Town/Village Board of Education

Re: Information on School Enrolment

Dear Mr. / Mrs. XXX, (Sir or Madam,)

《 Children entering school on April 1 》

_____ will reach school age on April 1 as stipulated in Article 22 of Japanese School Education Law. Should this child hope to enter an elementary school please follow the required procedures mentioned below.

《 Children entering school in the middle of a school term 》

_____ has reached school age as stipulated in Article 22 of Japanese School Education Law. Should this child hope to enter an elementary school please follow the required procedures mentioned below.

Note

1. **Application for School Enrolment:**
Application for School Enrolment is required. Please complete the attached application form and submit it to the board of education of your city/town/village.
2. **Application Period:**
Deadline: Month / Date / 2002
Please note that each school needs to grasp the updated number of children who enter their school. If the child mentioned above would like to enter school please complete all the necessary procedures as soon as possible.
3. **Submission Point:**
XX City Hall / Town / Village,
XX City / Town / Village Board of Education School Education Division
(General Affairs Div.)
Tel:
4. **Inquiry Contacts:**
XX City Hall / Town / Village,
XX City / Town / Village Board of Education School Education Division
(General Affairs Div.)
Tel:

Application Form for School Enrolment

Month/Date/Year

To: XXX City/Town/ Village Board of Education

Address:

Guardian's Name:

Relation to Child: Father / Mother

Home Tel:

Workplace & Tel (office):

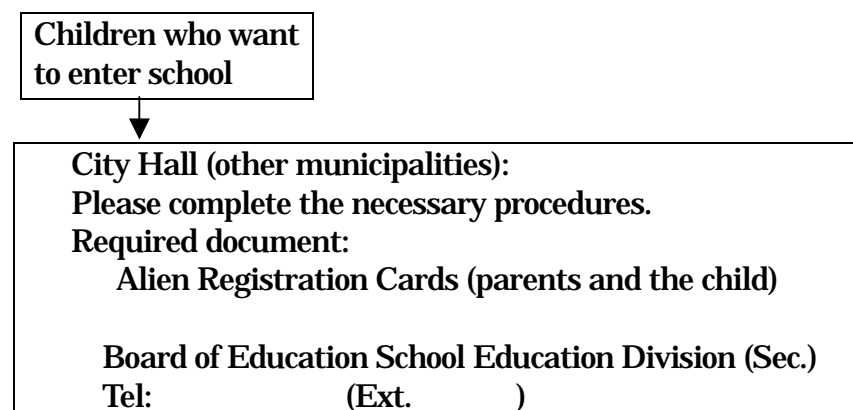
On behalf of the child mentioned below, I would sincerely like to apply for admission to XXX City's / Town's / Village's XXX Elementary / Junior High School that is governed by the Board of Education XXX City/ Town/ Village.

Note

Child's Name	
Birth Date, Year, Sex	
Child's Address	
School and Grade to Enter	
Duration of Attendance	
Child's Native Language	
Other	

《 Schools 》

Schools start in April and end in March in Japan. Children with foreign nationalities are not obliged to attend schools in Japan, however, XX City (XX Town / Village) accepts these children in principle at elementary / junior high schools in XX City (XX Town / Village) upon their (or their parent's) request .



Application / Admission

Elementary Schools
(compulsory education)
For 6 years

Junior High Schools
(compulsory education)
For 3 years

Since elementary / junior high schools are compulsory education in Japan, tuition and textbook fees are free. However, the following fees are the minimum required.

	Lunch fee (monthly)	School supply fee (monthly)
Elementary School Children		
Junior High School Children		

After graduation from a junior high school, everyone is free to choose whether or not to go onto a higher education. An entrance examination is required for further education.

Senior High Schools

University
Junior College
Higher Vocational Schools