



ADMISSION PROCEDURE (School Year 2022-2023)

Elementary

<G1-G5>

Eligibility	<ul style="list-style-type: none"> • Applicants must be physically and mentally healthy, and parents must understand and agree with CIS educational policy.
	<ul style="list-style-type: none"> • Applicants of any nationality or religion will be considered for acceptance.

Documents need to be submitted for assessment *Included in the application package.	CIS Forms	• Application for Admissions*
		• Confidential Teacher Recommendation* (send directly to CIS by post or digitally)
		• Student Health Record Form*
	Others	• Proof of birth (copy of passport or birth certificate)
		• 1 Photo (3cm×4cm, Blank Background, paste on the Application for Admissions)
		• 2 years of school transcript or reports, if available (if they are not in English, original as well as English translations must be submitted)
		• Proof of Payment of the 35,000 yen Application Fee (non-refundable)

Assessment	Part I: The MAP Test (Mathematics and English) and essay writing
	Part II: Family interview, the applicant and at least one parent/guardian

Fees (2022-2023)	Registration Fee (New Students Only)	300,000 yen
	Educational Development Fee (New Student Only)	200,000 yen
	Tuition Fee (Annual)	1,750,000 yen
	Building Maintenance Fee (Annual)	250,000 yen
	April Enrollment (Tuition & Building Maintenance Fee)	650,000 yen