



ADMISSION PROCEDURE (School Year 2022-2023)

Kindergarten

<K-3, K-4, and K-5>

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.
	<ul style="list-style-type: none"> • Applicants must be toilet trained.

Documents need to be submitted for assessment	CIS Forms	<ul style="list-style-type: none"> • Application for Admissions*
		<ul style="list-style-type: none"> • Confidential Teacher Recommendation* (send directly to CIS by post or digitally)
		<ul style="list-style-type: none"> • Student Health Record Form*
	Others	<ul style="list-style-type: none"> • Proof of birth (copy of passport or birth certificate)
		<ul style="list-style-type: none"> • 1 Photo (3cm×4cm, Blank Background, paste on the Application for Admissions)
		<ul style="list-style-type: none"> • 2 years of school transcript or reports, if available (if they are not in English, original as well as English translations must be submitted)
		<ul style="list-style-type: none"> • Proof of Payment of the 35,000 yen Application Fee (non-refundable)
	*Included in the application package	

Assessment	Part I: Assessment worksheets filled out at home by the applicant
	Part II: Family interview, applicant and at least one parent/guardian

Fees (2022-2023)	Registration Fee (New Students Only)	150,000 yen
	Tuition Fee (Annual)	1,600,000 yen
	Building Maintenance Fee (Annual)	250,000 yen
	April Enrollment (Tuition & Building Maintenance Fee)	650,000 yen