## Procedures for Starting School (Non-Japanese Students) Application Procedure for Enrollment to Public Elementary/Junior High Schools ①Place: School Affairs Group, School Affairs Division, Board of Education #7 counter, 7th floor, 2-45-1 Minami-Ikebukuro, Toshima-ku, Tokyo 171-8422 ②Required document: Both parent/guardian's and children's Resident Card • Special Permanent Resident Certificate or ③Period to apply : September 3, 2018 (Monday) through September 28, 2018 (Friday) 8:30 a.m. till 5:15 p.m. (weekdays only) If you want your children attend the adjacent school, please ask for the 4 Adjacent School Plan: application form. After finishing to apply for enrollment For adjacent For designated schoo \*\*Select either designated or adjacent school. Apply during September 1 $\sim$ September 30, 2018 for Elementary and Junior High Schools No application needed Select one school from the adjacent schools, fill in the application form send in return-mail envelope. Class observation week/our Website may help you to select the school. There will be a lot drawing when applicants exceed admission limit. With a lot drawing Without a lot drawing Health Check in November (Elementary School Health Check in November (Elementary School only) only) XNo health check for Lot drawing Junior High School in late November Enrollment Permit for Non-Japanese Student in late **Enrollment Permit** December for Non-Japanese Student in late December According to the result of drawing, the permit for the school which your children will enroll will be sent by mail. The permit for the designated (You will receive the permit for the designated school when you do not school will be sent by mail. win the drawing.) In Adjacent School Plan, you can only select either the designated or the adjacent school. While you are consulting on starting school with Board of Education, the permit delivery may be delayed. If you wish to change the designated school after you have received the permit, you need to apply to change schools. This changewill be authorized only when Board of Education determines so after having interviewed you. Besides, there

may be a limit in school capacity due to the increase of students in the area you wish.

(Schedule for application: From December 19, 2018 to January 7, 2019)