

Those Who Have Not Graduated from a Japanese Junior High School and Wish to Attend a Prefectural Public High School Need to Acquire a “Qualification Certificate” to Take an Entrance Examination

For further information contact:

Prefectural School Management and Personnel Division,
Saitama Prefecture Board of Education
Phone: 048-830-6735
URL: <https://www.pref.saitama.lg.jp/f2207/nyugakusya-senbatsu/kaigai.html>

※ Those taking exams at private high schools should contact each school directly

1. Application Materials

Qualification Certificate Application Form for Saitama Prefectural High Schools 2016 (See reverse side for sample form)	Available at the Prefectural School Management and Personnel Division or by downloading from their website.
Documents to verify that the applicant is residing in Saitama Prefecture with his/her guardian ※ Documents vary according to the type of residence the applicant lives in.	<p>① Residence owned by guardian: Property Registration Certificate</p> <p>② Public housing residence: Tenant Certificate City-run public housing ⇒ Proof can be obtained at the city hall Prefecture-run public housing ⇒ Proof can be obtained at branches of the Saitama Public Housing Corporation</p> <p>③ Private apartment and houses: A copy of the rental contract</p>
Certificates to prove graduation from the previous school in a foreign country	School diploma or academic transcripts, etc.

※ As certificates to prove graduation from a previous school differ between countries, please contact the Prefectural School Management and Personnel Division for details.

※ When applying for the Special Selection Process for Foreign Students, additional documents such as academic transcripts and a copy of your Resident Card, etc., must be submitted.

2. When and Where to Submit the Application Materials

(1) Dates

From Tuesday, December 1, 2015 at 9:00 am to Friday, February 19, 2016, 12:00 pm (closed on Saturdays, Sundays, National Holidays, and from Tuesday, December 29, to Thursday, December 31, 2015)

Time : 9:00 am to 12:00 pm, 1:00 pm to 4:30 pm (closes at 12:00 pm on the final day, February 19)

(2) Place

• When applying for full-time prefectural high schools → Prefectural School Management and Personnel Division

• When applying to part-time or correspondence curriculum prefectural high schools → The prefectural high school you are applying to

• When applying to city-run high schools → The board of education of the city the high school is located in

<SAMPLE> Qualification Certificate Application Form

※The actual form is written in Japanese and must be filled out in Japanese only.

受付番号 _____

平成28年度埼玉県立高等学校入学志願者の出願資格認定申請書

Qualification Certificate Application Form to Apply for Saitama Prefectural High Schools 2016

(あて先)

埼玉県教育局県立学校部県立学校人事課長

(To:) Managing Director, Prefectural School Management and Personnel Division

Applicant's Name

seal

申請者氏名 _____ (印)

Relationship with guardian

保護者との関係 ()

平成28年度埼玉県立高等学校入学志願者として出願資格を認定していただきたいので、下記のとおり申請します。

I hereby apply to receive recognition of my qualifications as an applicant for a Saitama Prefectural high school in 2016.

志願者	氏名	Student's Name	男・女	昭和・平成	年	月	日生
	現住所	Current Address	Male/Female Birth Date: Showa/Heisei YYMMDD				
出身中学校等名		Name of junior high school you graduated from	電話	Phone number of junior high school			
保護者	氏名	Name of Guardian	(印)	志願者との関係	Relationship with student		
	現住所	Address of Guardian	電話	Phone number of Guardian			
新住所		New Address	Reason: Guardian's Overseas Employment				
転居予定日		Date you plan to move to new address	<input type="checkbox"/> Return to Japan with guardian <input type="checkbox"/> Live with relative				
申請事由及び添付書類 (いずれも該当する□に✓印を記入する。)		1 保護者の海外勤務 <ul style="list-style-type: none"> <input type="checkbox"/> 保護者とともに帰国 <input type="checkbox"/> 親族と同居 2 外国人及び上記1以外の日本人 <ul style="list-style-type: none"> <input type="checkbox"/> 保護者とともに転居 <input type="checkbox"/> 保護者とともに居住 					
		<input type="checkbox"/> 海外勤務に関する証明書 <input type="checkbox"/> 家屋の登記事項証明書 (申請日から3か月以内に発行されたもの) <input type="checkbox"/> 入居証明書・賃貸契約書等 <input type="checkbox"/> 住民票の写し (申請日から3か月以内に発行されたもの) <input type="checkbox"/> 親族の身元引受書 <input type="checkbox"/> 親族の現住所を証明できる書類 <input type="checkbox"/> 最終学校の修了 (見込み) 証明書 <input type="checkbox"/> その他 ()					

Mark a ✓ on the reason for application and which documents are attached to this application form.

Reason: Non-Japanese and Japanese Not Applicable to 1
 Move to Saitama with guardian
 Live with guardian

This portion will be filled out by Saitama Prefectural School Management and Personnel Division after approval.

Attached Documents:

- Certificate of Guardian's Overseas Employment
Property Registration Certificate (issued within the past 3 months)
Tenant Certificate/Rental contract, etc.
Copy of Certificate of Residence (issued within the past 3 months)
Letter of Guarantee from Relative
Certificate of Relative's Current Address
Certificate of (prospective) Graduation from last school the student attended
Other

審査の結果、出願資格があることを認定します。

平成 年 月 日

埼玉県教育局県立学校部県立学校人事課長



(注) 課長印のないものは無効です。

(参考)

Saitama Prefectural

High School

申請時における志願先高等学校名

埼玉県立

高等学校

The Name of High School applying to (as of this date)