

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 2019 (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.	① Residence owned by guardian: Property Registration Certificate 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 ③ Private apartment and houses: A copy of the rental contract
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 9:00 am on Monday, December 3, 2018 to 12:00 pm on Monday, February 18, 2019 (closed on Saturdays, Sundays, National Holidays, and from Monday, December 31, to Thursday, January 3, 2019)

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 18)

(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31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 2019

(あて先)

埼玉県教育庁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30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 2019.

Form with fields: Student's Name, Current Address, Name of junior high school you graduated from, Name of Guardian, Address of Guardian, New Address, Date you plan to move to new address, Reason: Guardian's Overseas Employment.

Mark a check 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 (document not displaying applicant's Individual Number ('My Number') 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

埼玉県教育庁県立学校部県立学校人事課長 (印)

(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)