

Okinawa AMICUS International EL/JH
Application Guidebook for 3rd Transfer Admission Examination in SY 2021



[Recruiting grade/ Number of Children/ Application Criteria]

◎: Recruiting 10 or more ○: Recruiting of 9 or fewer ×: No recruitment

Current 1st grade	×	-
Current 2nd grade	○	Born between April 2, 2013 and April 1, 2014
Current 3rd grade	◎	Born between April 2, 2012 and April 1, 2013
Current 4th grade	×	Born between April 2, 2011 and April 1, 2012
Current 5th grade	◎	Born between April 2, 2010 and April 1, 2011
Current 6th grade	◎	Born between April 2, 2009 and April 1, 2010
Current 7th grade *	○	Born between April 2, 2008 and April 1, 2009
Current 8th grade *	◎	Born between April 2, 2007 and April 1, 2008
Current 9th grade	×	-

※The recruitment grade indicates the child's grade this year, April 2021 to March 2022. From April 2022 the child will move up a grade.

※Current 6 graders will start the school from April 2022.

※Current 8 graders will start the school only during January, 2022. It is not accepted to enter from the new school year. (April, 2022)

*For applications to G7 and G8, students would need sufficient competency in both English (Eiken pre2 to 2 or equivalent) and Japanese (JLPT N3 to N2 or equivalent).

[Examination Dates/ Content of Exams]

First Screening: Conducted based upon application documents

Secondary Screening: 2 consecutive days between Friday, November 12, 2021 and Friday, November 19, 2021.

※We do not conduct the test online.

The test schedule notification will be sent to those who passed the first screening on November 2.

Day 1: Trial classes

Day 2: Parent-child interview, written test (Japanese, English, Mathematics) *

*For written tests, Japanese test will be conducted in Japanese, all others in English.

[Required Documents]

1	Application Form (Designated Form)	Please fill out the designated application form and attach a color photograph (with the child's name on the back) taken within the last 3 months.
2	Proof of Payment (Receipt) of Application Fee	Please attach the proof of payment (receipt) after the bank transfer to page 3 of the application form.
3	Copy of an ID to Verify Applicant's Date of Birth	Please attach a copy of the applicant's ID where date of birth is shown to page 3 of the application form.
4	Letter of Agreement (Designated Form)	Please read through and fill in the required fields.
5	Health Certificate (Designated Form)	Please get a health examination and have a doctor fill out the required form.
6	Educational Record Form (Designated Form)	Fill in the required form.
7	Application criteria checklist (international course applicants) (Designated Form)	Fill in the required form.
8	School registration certificate	Please submit the registration certificate from the current school.
9	Transcript of the last 2 years (not applicable to 1 st graders)	Please submit the transcript obtained from the school you attend. If you cannot obtain the transcript, you can also copy the progress report.
10	A Set of Two Label Stickers for Mailing Address (Designated Stickers)	The labels will be used to send "Notice of Dates for Secondary Screening" and "Entrance Examination Result". Please write the accurate mailing address. If destinations are different, please write "Notice of Dates" or "Entrance Examination Result" on the bottom left of the stickers.

[Examination Fee]

1. Examination Fee: 20,000 yen
2. Payment Deadline:
Payment must be made between October 12, 2021 (Tue) and October 22, 2021 (Fri). You will receive a proof of payment (receipt) after the bank transfer. Please attach it to the application form.
3. Payment Method:
Payment should be made to one of the following school bank accounts in the name of the applicant. Please note that banking service fees may apply.

Account Name: GAKKOHOUJIN AMICUS KOKUSAIGAKUEN

Bank of the Ryukyus, Gushikawa Branch: Savings Account 654786
 Okinawa Bank, Agena Branch: Savings Account 1747773
 Okinawa Kaiho Bank, Agena Branch: Savings Account 0622995

[Documents and Deadline for submission]

1. Application Acceptance Period:
October 12, 2021 (Tue) thru October 22, 2021 (Fri)
The date of the postmark is the date of application.
2. How to Submit Documents:
Please send the required documents by registered mail.

The mailing address is: Okinawa AMICUS International
 Attn: Student Admission
 1212-1 Aza Enobi, Uruma City,
 Okinawa 904-2205, Japan

[Application Procedures]

October 12 (Tue) – October 22 (Fri)	Accepting Applications
	First Screening
November 2 (Tue)	Mailing Out the First Screening Result. Mailing Out the Notice of Dates for Secondary Screening.
November 12 (Fri) – November 19 (Fri)	Secondary Screening: Entrance Examination (2 days)
November 26 (Fri) subject to change	Mailing Out the Examination Result
Between the date of announcement of results and December 8 (Wed) *subject to change	Enrollment Documents Deadline
Grade 1 to 5 and Grade 7: January, 2022 or April, 2022 Grade 6: April, 2022 for Grade 7 start Grade 8: Only January, 2022	School start date

[Important Notes]**A. Application**

- (1) Please write the applicant's name as shown on the resident certificate in the application form.
- (2) Please make sure that you have all the required and supporting documents before submitting an application.
INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.
- (3) If you do not receive the First Screening Result and Notice of Dates for Secondary Screening by November 8, 2021 (Mon), please contact the office for the delivery status.
- (4) If an applicant has failed the entrance exam, they may thereafter apply for the following school year exam (providing there are vacancies).
- (5) We may contact your child's current school.

B. Examination Dates

The examination date and time will be mailed out on November 2 2021 (Tue).

C. Examination Results

- (1) All applicants will be notified of the results by mail on November 26, 2021 (Fri). Subject to change
- (2) We will NOT answer any inquiries regarding the result, acceptance rate, etc.

D. Enrollment Procedures

- (1) Successful applicants who wish to be enrolled in Okinawa AMICUS International must submit the required documents and pay the entrance fee of 220,000 yen. The details will be notified along with the acceptance letter.
- (2) Failing to submit the required documents or pay the entrance fees by the deadline may result in withdrawal. In that case, submission of "Enrollment Withdrawal Form" is required.
- (3) If you wish to withdraw from enrollment after receiving the acceptance letter, please contact the administration office and submit the "Enrollment Withdrawal Form".

E. Others

- (1) Application fees and submitted documents will not be returned under any circumstances.
- (2) No supplementary English lessons will be provided for transfer students.
- (3) School insurance will not cover injuries occurring during examination period.
- (4) At Elementary level JSL (Japanese as the Second Language) is available for those who meet our requirements.
- (5) Permission for proceeding to AMICUS Junior High from AMICUS Elementary will be granted following a Principal's recommendation based on documents prepared by AMICUS Elementary.

F. Tuition and Fees after the Enrollment

- (1) "Monthly Tuition" needs to be paid from the month the student starts attending AMICUS.
- (2) "Facility Expense" and "Welfare Fee" will be calculated per month in the semester that a student starts.
- (3) "Material and Activity Fee" needs to be paid for the semester when the student starts attending AMICUS.

Admission Coordinator: Teruya (Ms.) Nagashima (Ms.)
Okinawa AMICUS International
1212-1 Aza Enobi, Uruma City, Okinawa 904-2205 JAPAN
TEL: 098-979-4711 / FAX: 098-979-4712 / E-mail: info@amicus.ed.jp
Admission Business Hours: Weekdays 10:30 – 16:30

For examinees and parents

[Important] Countermeasures against COVID-19 infection on the day of the secondary examination

- ① Please refrain from traveling abroad for 2 weeks before the test date. If you live overseas, please come to Japan at least 2 weeks in advance.
- ② Please wear a mask and bring a clean handkerchief. Please bring a spare mask and handkerchief.
- ③ If you or family members in the same house have a cold, gastroenteritis, or fever of 37.5 degrees or higher, you cannot participate in the test.
- ④ We will measure your temperature when you come to school. Those with a body temperature of 37.5 degrees or higher cannot enter and cannot participate in the test.
- ⑤ If you or family members in the same household are infected, suspected of being infected, or have had close contact with someone who is, please refrain from participating in the test.

If you cannot take the test for the above reasons or other personal reasons, the test fee will not be refunded. In addition, we cannot cover expenses such as transportation expenses. Thank you for your understanding.

The contents are subject to change owing to Covid-19.