

Okinawa AMICUS International EL/JH  
**Application Guidebook for 1st Transfer Admission Examination in SY 2022**



**[Recruiting grade/ Number of Children/ Application Criteria]**

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

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

\*For applications to junior high school, 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 June 13, 2022 (Mon) and June 20, 2022 (Mon).

※We do not conduct the test online.

The test schedule notification will be sent to those who passed the first screening on May 30<sup>th</sup>.

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	School registration certificate	Please submit the registration certificate from the current school.
8	Transcript of the last 2 years (not applicable to 1 <sup>st</sup> graders)	Please submit the transcript obtained from the school you attend. If you cannot obtain the transcript, you can also copy the progress report.
9	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 May 10, 2022 (Tue) and May 20, 2022 (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:  
**May 10, 2022 (Tue) thru May 20, 2022 (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]**

May 10 (Tue) – May 20 (Fri)	Accepting Applications
	First Screening
May 30 (Mon)	Mailing Out the First Screening Result. Mailing Out the Notice of Dates for Secondary Screening.
June 13 (Mon) – June 20 (Mon)	Secondary Screening: Entrance Examination (2 days)
June 27 (Mon) *subject to change	Mailing Out the Examination Result
Between the date of announcement of results and July 11 (Mon) *subject to change	Enrollment Documents Deadline
August 23, 2022 (Tue) – November 30, 2022 (Wed)	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 June 6 (Mon), please contact the office for the delivery status.
- (4) If an applicant fails this entrance exam, they may thereafter apply from the first transfer exam in 2023 (only if there are openings).
- (5) We may contact your child's current school.

**B. Examination Dates**

Please check the examination date and time on the letter that will be sent out on May 30 (Mon).

**C. Examination Results**

- (1) All applicants will be notified of the results by mail on June 27 (Mon). 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: 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. However, you will be offered the opportunity to take the test at the next available transfer session if the reasons for the withdrawal is related to Corona virus countermeasures. 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.