

(Application in 2019) Application Guidelines for Felice International Kindergarten

1. Requirements

【Type 1】

- Those who agree with our educational policy and cooperate with our educational activities.

【Types 2, 3】

- Those who agree with our educational policy and cooperate with our educational activities.
- Preschool children older than one year old, whose parents require childcare for specific reasons (employment, illness, etc.)

2. Admission Capacity(Updated May 10th , 2018)

Class	Date of Birth	Admission Capacity	Total Capacity
0 year -olds	Children older than 11 months are eligible	Type 3 (8 children) Part-Time Childcare (12 children)	24 children
1 year-olds	Children born between April 2, 2017 and April 1, 2018		
2 year-olds (3 classes)	Children born between April 2, 2016 and April 1, 2017	Type 3 (10 children) Part-Time Childcare (18 children)	48 children
3 year-olds (3 classes)	Children born between April 2, 2015 and April 1, 2016	Type 1 (10 children) Type 2 (6 children)	48 children
4 year-olds (3 classes)	Children born between April 2, 2014 and April 1, 2015	A Few	48 children
5 year-olds (2 classes)	Children born between April 2, 2013 and April 1, 2014	Type 1(A Few) Type 2(7 children)	48 children

3. Enrollment Procedures

Category	Procedures
Type 1 (Kindergarten)	Apply to the Kindergarten → Entrance Exam → Successful Applicants Notified → Applicants Apply to the Municipal Office → Kindergarten and Applicants Receive Municipal Office Approval → Important Kindergarten Information Session → Admission
Type 2/3 (Childcare)	Submit the “Need for Child Care” Application to the Municipal Office → Approval Issued → Municipality Facility Use Adjustment → Facility Use Decision → Important Information Session (Education/Childcare) →

	Admission
Part-Time Childcare	Apply to the Kindergarten → Entrance Exam → Successful Applicants Notified → Important Information Session → Admission

- ❖ Please ensure that you complete the above steps by the deadlines. If you do not complete the steps within the allotted timeframe, we will assume you are no longer interested in admission. You will be informed in advance of the deadlines for each step.

4. Application Procedure

Type 1, Part-Time Childcare

Schedule	Application Period	Monday, September 3 rd , 2018 – Friday, September 21 st , 2018 【Documents to be Submitted】 1) Application Form (Available at the school office) 2) Exam Fee: ¥11,000 *Submit your completed application either directly to the office or by mail (it must be postmarked by the deadline).										
	Entrance Examination	Saturday, September 29 th <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td rowspan="2" style="text-align: center;">AM</td> <td style="text-align: center;">0,1 year-olds</td> <td style="text-align: center;">9:30AM-10:30AM</td> </tr> <tr> <td style="text-align: center;">2 year-olds</td> <td style="text-align: center;">10:30AM-11:30AM</td> </tr> <tr> <td rowspan="2" style="text-align: center;">PM</td> <td style="text-align: center;">3 year-olds</td> <td style="text-align: center;">1:00PM-2:30PM</td> </tr> <tr> <td style="text-align: center;">4,5 year-olds</td> <td style="text-align: center;">2:30PM-3:00PM</td> </tr> </table> 【Components】 Aptitude Test, Parent - Child Interview, Health Check 【Place】 Felice International Kindergarten	AM	0,1 year-olds	9:30AM-10:30AM	2 year-olds	10:30AM-11:30AM	PM	3 year-olds	1:00PM-2:30PM	4,5 year-olds	2:30PM-3:00PM
	AM	0,1 year-olds		9:30AM-10:30AM								
		2 year-olds	10:30AM-11:30AM									
	PM	3 year-olds	1:00PM-2:30PM									
4,5 year-olds		2:30PM-3:00PM										
Release of Examination Results	The results will be mailed by Tuesday, October 2 nd , 2018											
Enrollment Fee (English Material Fee)	¥31,200 Paid either directly to the school office or via bank transfer between Tuesday, October 9 th and Friday, 12 th , 9:00 AM – 5:30 PM. This will not be charged at beginning the enrollment year in April.											
Information Sessions/One Day Trial Enrollment/ Goods Purchase	【1-2 year-olds】 Saturday, February 23 rd , 2019 【3-5 year-olds】 Tuesday, February 26 th , 2019											

Type 2, 3

Schedule	Application Period	Apply within the application period following the municipal guidelines. ❖ Applicants are not required to take an exam at Felice. Apply to the Division of Child Care (found in every municipal office)
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	Important Information Session/One Day Trial Enrollment/Goods Purchase	<p>【1-2 year-olds】 Saturday, February 23rd, 2019</p> <p>【3-5 year-olds】 Tuesday, February 26th, 2019</p>
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- If the number of applicants exceeds the available capacity, the applicants will be chosen by lottery on Saturday, October 6th 10:00AM
- Please endeavor to attend our School Tour if you are willing to apply for enrollment. A reservation is required.

5. Preferential Admittance

Applicants who meet the following conditions will be granted preferential admittance.

【Type 1, Part-Time Childcare】

- Siblings of currently enrolled students at Felice International Kindergarten.

【Type 2, 3】

- Those selected by Tamamura Town, based on their childcare application requirements.

6. Childcare Hours

【Opening Hours】

7:30AM - 7:00PM (Weekdays), 7:30AM - 6:30PM (Saturdays)

【Type 1, Part-Time】

Open Days	Monday - Friday	
Childcare Hours	Basic Childcare Hours	8:30 AM-3:30 PM(7 hours)
Extended Childcare	Childcare Hours	Morning: 7:30 AM-8:30 AM Evening: 3:30PM -7:00 PM Saturday:7:30 AM – 6:30 PM
No School	Sundays, Saturdays, holidays	
	End of School Year Holiday(March 27 th -March 31 st)	
	Beginning of School Year Holiday(April 1 st – April 6 th)	
	Summer Break(July 21 st -August 25 th)	
	Winter Break(December 21 st , January 6 th)	

【Type 2, 3】

Open Days	Monday - Saturday	
Childcare Hours	Standard: Basic Childcare Hours	7:30 AM - 6:30 PM(11 hours)
	Short: Basic Childcare Hours	8:30 AM - 4:30 PM (8 hours)
Extended Childcare	Standard: Basic Childcare Hours	Morning: Included in Basic Childcare Hour Evening: 6:30PM -7:00 PM

	Short: Basic Childcare Hours	Morning: 7:30 AM – 8:30 AM Evening: 4:30 PM – 7:00 PM
Opening Hour	Monday - Friday	7:30 AM – 7:00 PM
	Saturday	7:30 AM – 6:30 PM
No School	Sundays, holidays	
	New Year's Holidays (December 29 th – January 3 rd)	

7. Fees

- Childcare Fee

Based on the fees set by the municipality in which the child lives.

*Childcare fee for Tamamura residents of year 2018 is listed on the attached paper.

- Extra Childcare Fee

English Education, Childcare Fee	¥23,000 (Monthly)
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- Cost of Attendance

English Education Enhancement Fee	¥31,200 (Annually) (Collected from 1 – 5 year-olds, except for Part-Time Childcare children, in April)
GrapeSEED, Textbooks	¥4,400 (Monthly) (3 – 5 year-olds)
Class Fee	¥1,000 (Monthly) (1 – 5 year-olds)
School Lunch	【Type 1, Part-Time】 ¥3,900 - ¥7,600 (Monthly) (1 – 5 year-olds) 【Type 2】 Reduced Price 【Type 3】 Free The School Lunch is optional. You may have a packed lunch.
Snack	¥700 (Monthly)
School Bus	Round Trip: ¥8,000 - ¥20,000 One-way Trip: ¥4,000 - ¥10,000
Uniform	Winter Uniform ¥19,000 ~ (Sweater, blouse, pants or skirt, P.E. clothes) Summer Uniform ¥8,800 ~ (Blouse, pants or skirt, P.E. clothes (shorts))
School Materials	¥9,000 approx.
Japan Sport Council Accident Mutual Aid Premium	¥315 (Annually)
Christmas Concert Fund	¥7,000 (Annually) (2-3 year-olds), ¥10,000 (4-5 year-olds)
Graduation Keepsake Fund	¥2,000 (Monthly) (5 year-olds)

Additional fees may be collected as necessary. Please note that the fees are subject to change.

○ Others

【Type 1】

- The childcare fee is halved for the second child with a sibling below elementary Grade 3 and free for every child thereafter.

【Type 2, 3】

- The childcare fee is halved for the second child and free for every child thereafter when all children are preschoolers as well as an older sibling(s) is still enrolling in a childcare center or a kindergarten.

【Part-Time Childcare】

- ¥4,500 per day

【Payment Method】

- Payment will be made by automatic deduction from your bank account. A Japan Post Bank account is required for this transaction, so please ensure that you have an account.
- Payments due will be deducted on either the fifth or the tenth of each month.

【Extended Hours Childcare Fees for Type 1】

	Contents	Fee
Type 1	Morning Care Fee	7:30 AM -8:30 AM : ¥500/day, ¥5000/month
	Afterschool Care	3:30 PM - 4:30 PM : ¥500/day 3:30 PM - 5:30 PM : ¥1,000/day, ¥8,000/month 3:30 PM - 6:30 PM : ¥1,500/day, ¥16,000/month 3:30 PM - 7:00 PM : ¥2,000/day Parents picking up their children after 7:00 PM will be charged ¥100 per minute.

Contents	【Saturday/ Daycare during Break/ Special Daycare】	
	Fee	
Type 1	7:30 AM – 8:30 AM : ¥500/day 8:30 AM – 1:30 PM: ¥1500/day 1:30 PM – 3:30 PM: ¥500 3:30 PM – 4:30 PM: ¥500 3:30 PM – 5:30 PM : ¥1,000/day 3:30 PM – 6:30 PM : ¥1,500/day	

【Extended Hours Childcare Fees for Type 2 and 3】

	Contents	Fee
Type2, 3 (Short)	Morning Care Fee	7:30 AM -8:30 AM : ¥500/day, ¥5000/month

	Afterschool Care	4:30 PM - 5:30 PM : ¥500/day 4:30 PM - 6:30 PM : ¥1,000/day, ¥8,000/month 4:30 PM - 7:00 PM : ¥1,500/day, ¥16,000/month Parents picking up their children after 7:00 PM will be charged ¥100 per minute.
Type 2, 3 (Standard)	Afterschool Care	6:30 PM – 7:00 PM: ¥500/ day Parents picking up their children after 7:00 PM will be charged ¥100 per minute.

	【Saturday/ Daycare during Break/ Special Daycare】	
	Fee	
Type 2,3 (Short)	7:30 AM – 8:30 AM : ¥500/day 8:30 AM – 4:30 PM : Free 4:30 PM – 5:30 PM: ¥500/day 4:30 PM – 6:30 PM : ¥1,000/day	
Type 2,3 (Standard)	7:30 AM – 6:30 PM: Free	

【Extended Hours Childcare Fees for Part Time】

	Contents	Fee
Part- Time	Daily Daycare Fee	8:30 AM - 3:30 PM : ¥4,500 Other: Lunch ¥380(optional), Snack ¥35/day
	Morning Care	7:30 AM – 8:30 AM: ¥500/day, ¥5000/month
	Afterschool Care	3:30 PM - 4:30 PM : ¥500/day 3:30 PM - 5:30 PM : ¥1,000/day, ¥8,000/month 3:30 PM - 6:30 PM : ¥1,500/day, ¥16,000/month 3:30 PM - 7:00 PM : ¥2,000/day Parents picking up their children after 7:00 PM will be charged ¥100 per minute.