

(Application in 2021) 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

Class	Date of Birth	Total Capacity
0 year -old (1 class)	Children older than 11 months are eligible	24 children
1 year-olds (2 classes)	Children born between April 2, 2019 and April 1, 2020	
2 year-olds (2 classes)	Children born between April 2, 2018 and April 1, 2019	40 children
3 year-olds (3 classes)	Children born between April 2, 2017 and April 1, 2018	50 children
4 year-olds (3 classes)	Children born between April 2, 2016 and April 1, 2017	50 children
5 year-olds (3 classes)	Children born between April 2, 2015 and April 1, 2016	50 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	Tuesday, September 1st, 2020 – Friday, September 18th, 2020 【Documents to be Submitted】 1) Application Form ¥550 (Available at the school office/Online Application) 2) Exam Fee: ¥11,000 *If you are using paper application form, submit your completed application either directly to the office or by mail (it must be postmarked by the deadline).										
	Entrance Examination	Saturday, September 26 th <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td rowspan="2">AM</td> <td>0,1 year-olds</td> <td>9:30AM-10:30AM</td> </tr> <tr> <td>2 year-olds</td> <td>10:30AM-11:30AM</td> </tr> <tr> <td rowspan="2">PM</td> <td>3 year-olds</td> <td>1:00PM-2:30PM</td> </tr> <tr> <td>4,5 year-olds</td> <td>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 Saturday, October 3rd, 2020											
Enrollment Fee	¥10,000 Paid either directly to the school office or via bank transfer between Monday, October 5 th and Friday, 9 th , 9:00 AM – 5:30 PM.											
Information Sessions/One Day Trial Enrollment/ Goods Purchase	【1-2 year-olds】 Saturday, February 20 th , 2021 【3,4,5 year-olds】 Tuesday, February 22 nd , 2021											

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)
	Important Information Session/One Day Trial Enrollment/Goods Purchase	【1-2 year-olds】 Saturday, February 20 th , 2021 【3,4,5 year-olds】 Tuesday, February 22 nd , 2021

- If the number of applicants exceeds the available capacity, the applicants will be chosen by lottery on Saturday, October 3rd 2:30PM
- 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 - 3:30PM (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 – 3:30 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(Childcare)】

Open Days	Monday - Saturday	
Childcare Hours (Monday-Saturday)	Standard: Basic Childcare Hours	7:30 AM - 6:30 PM(11 hours)
	Short: Basic Childcare Hours	8:30 AM - 4:30 PM (8 hours)
Childcare Hours (Saturday)	Standard: Basic Childcare Hours	7:30 AM - 3:30 PM
	Short: Basic Childcare Hours	8:30 AM - 3:30 PM
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 – 3:30 PM
No School	Sundays, holidays	
	New Year’s Holidays (December 29 th – January 3 rd)	

7. Fees

- Admission Fee
¥10,000 (Charged only once on admission)
- Childcare Fee
【Type 2, 3】 Based on the fees set by the municipality in which the child lives.
【Type 1, Part time】 ¥3,500(8:30AM-3:30PM) Weekdays
- Extra Childcare Fee(Except for Type 1 Part time)

English Education, Childcare Fee	¥31,000 (Monthly)	
Topic	Details, reasons and purpose for this expenditure	
Faculties	Salary, Transfer Cost, Training Cost, Recruitment Fee	¥22,000/month
Translation Fee	Document translation, issuance assistance fee of work permit, national insurance etc.	¥2,500/month
English Childcare fee	Subordinate work associated with material research and lesson preparation	¥2,000/month
Montessori Education Fee, Material Fee	Material Fee, instructor training attendance fee	¥1,500/month
English Education Environment Enhancement Fee	Educational devices such as PC and Projector, Import material	¥3,000/month
	Total	¥31,000

● Cost of Attendance

GrapeSEED, Little Seed, Textbooks		¥4,400 (Monthly) (3 – 5 year-olds)
Class Fee		¥1,000 (Monthly) (1 – 5 year-olds)
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)
Japan Sport Council Accident Mutual Aid Premium		¥315 (Annually)
Uniform		Winter Uniform ¥20,000 ~ (Sweater, blouse, pants or skirt, P.E. clothes) Summer Uniform ¥10,000 ~ (Blouse, pants or skirt, P.E. clothes (shorts))
School Materials		¥9,000 approx.
School Lunch	Lunch	【Type 1, 2】 ¥6,700 (Monthly) (Staple Food ¥1,000, Side dish ¥5,700) 【Type 3】 Free 【Part Time】 ¥380/day
	Milk	【0,1,2 year-olds】 ¥600(monthly) 【3,4,5 year-olds】 ¥1,000(monthly)
Snack		¥700 (Monthly)
School Bus		Round Trip: ¥8,000 - ¥20,000 One-way Trip: ¥4,000 - ¥10,000

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

【Payment Options】

- As a general rule, the above fee will be collected through automatic bank deduction. A Japan Post Bank account will be used for transactions, therefore **if you don't have pre-existing Japan Post Bank account, opening one is required.**
- Childcare Fee will be deducted by Japan Post Bank on either the 5th or 10th of each month.

【Extended Hours Childcare Fees for Part Time】

Contents	Fee
Daily Daycare Fee	8:30 AM - 3:30 PM : ¥3,500 Other: Lunch ¥380, 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.
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【Extended Hours Childcare Fees for Type 1】

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

Contents	【Saturday】
	Fee
Type 2,3 (Short)	7:30 AM – 8:30 AM : ¥500/day 8:30 AM – 4:30 PM : Free
Type 2,3 (Standard)	7:30 AM – 3:30 PM: Free

	【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