

## (Application in 2022) 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	12 children
1 year-olds (2 classes)	Children born between April 2, 2020 and April 1, 2021	
2 year-olds (2 classes)	Children born between April 2, 2019 and April 1, 2020	42 children
3 year-olds (3 classes)	Children born between April 2, 2018 and April 1, 2019	47 children
4 year-olds (3 classes)	Children born between April 2, 2017 and April 1, 2018	47 children
5 year-olds (3 classes)	Children born between April 2, 2016 and April 1, 2017	47 children

### 3. Enrollment Procedures

Category	Procedures
Type 1 (Kindergarten)	Apply to the kindergarten. → Entrance exam → Successful applicants notified. → Applicants request a certification of admission status to the municipal office → Kindergarten and applicants receive municipal office approval. → Signing a consent form of school's important information. → Admission
Type 2/3 (Childcare)	Submit the "Need for Child Care form" to the municipal office. → Approval issued. → The municipal office searches for a suitable facility. → The decided daycare facility will be notified. → Signing a consent form of school's

	important information regarding its education and childcare policy → Admission
Part-Time Childcare	Apply to the kindergarten → Entrance exam → Successful applicants notified. → Signing a consent form of school's important information. → 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	Wednesday, September 1st, 2021 – Friday, September 17th, 2021 <b>【Documents to be Submitted】</b> 1) Paper Application Form ¥550 (Available at the school office) ※Free online application is also available on Felice's homepage. 2) Exam Fee: ¥11,000 *If you are using a 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 25 <sup>th</sup> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">AM</td> <td style="width: 35%;">2 year-olds</td> <td style="width: 50%;">9:30AM-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> <b>【Components】</b> Aptitude test, parent-child interview, health check <b>【Place】</b> Felice International Kindergarten	AM	2 year-olds	9:30AM-11:30AM	PM	3 year-olds	1:00PM-2:30PM	4,5 year-olds	2:30PM-3:00PM
	AM	2 year-olds	9:30AM-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 2nd, 2021									
Admission Fee	¥30,000 Accepted either direct payment at the school office or via bank transfer between Monday, October 4 <sup>th</sup> and Friday, 8 <sup>th</sup> , 9:00 AM – 5:30 PM.									
Important Information Sessions/One Day Trial Enrollment/ Goods Purchase	<b>【1-2 year-olds】</b> Saturday, February 19 <sup>th</sup> , 2022 <b>【3,4,5 year-olds】</b> Tuesday, February 22 <sup>nd</sup> , 2022									

### Type 2, 3

Schedule	Application Period	Apply within the application period given by the municipal guidelines. ❖ No entrance exam for Type 2, 3 applicants. 【Application】 Apply to the municipal child care division (found in every municipal office)
	Important information session/one day trial enrollment/goods purchase	【1-2 year-olds】 Saturday, February 19 <sup>th</sup> , 2022 【3,4,5 year-olds】 Tuesday, February 22 <sup>nd</sup> , 2022

- If the number of applicants exceeds the available capacity, the applicants will be chosen by lottery on Saturday, October 2<sup>nd</sup>, 2:30 PM
- 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】 Siblings of currently enrolled students at Felice International Kindergarten.

【Type 2, 3】 Those selected by Tamamura town, based on their childcare application requirements.

【Part Time Childcare】 Those who attend school more than 3 times a week. The applicants should be weaned and can eat school lunch.

\*We do not accept dual enrollment with other daycare facilities.

### 6. Childcare Hours

【Opening Hours】

7:30 AM - 7:00 PM (Weekdays), 7:30 AM - 3:30 PM (Saturdays)

【Type 1, Part-Time Childcare】

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: 3:30 PM -7:00 PM Saturday:7:30 AM – 3:30 PM
No School	Sundays, Saturdays, holidays	
	End of School Year Holiday(March 27 <sup>th</sup> -March 31 <sup>st</sup> )	
	Beginning of School Year Holiday(April 1 <sup>st</sup> – April 6 <sup>th</sup> )	
	Summer Break(July 21 <sup>st</sup> -August 25 <sup>th</sup> )	
	Winter Break(December 21 <sup>st</sup> , January 6 <sup>th</sup> )	

【Type 2, 3(Childcare)】

Open Days	Monday - Saturday	
Childcare Hours (Monday-Friday)	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 Hours Evening: 6:30 PM -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 <sup>th</sup> – January 3 <sup>rd</sup> )	

7. Fees

- Admission Fee            ¥30,000 (Subject to change)
- Childcare Fee            【Type 2, 3】 Based on the fees set by the municipality in which the child lives.  
   【Part Time】 ¥3,500(8:30 AM-3:30 PM) Weekdays
- Extra Childcare Fee(Except for Part-Time Childcare)

English Education, Childcare Fee			
Topic	Details, reasons, and purpose for this expenditure	0,1,2 year-olds	3,4,5 year-olds
Faculties	Salary, transfer cost, training cost, recruitment fee	¥22,000/month	¥22,700/month
Translation Fee	Document translation, work permit issuance assistance fee, foreign teachers living support fee etc.	¥2,500/month	¥2,600/month
English Childcare fee	Subordinate tasks such as material research and lesson preparation	¥2,000/month	¥2,050/month
Montessori Education Fee, Material Fee	Material Fee, instructor training attendance fee	¥1,500/month	¥1,550/month
English Education Environment Enhancement Fee	Educational devices such as PC and projector, import material fee	¥3,000/month	¥3,100/month
	Total	¥3,100/month	¥32,000/month

● Cost of Attendance

GrapeSEED, Little Seed, Textbooks		¥4,400 (Monthly) (3 – 5 year-olds)
Class Fee		¥1,000 (Monthly)
Christmas Concert Fee		¥7,000 (Annually) (2-3 year-olds), ¥10,000 (4-5 year-olds)
Graduation Keepsake Fund		¥2,500 (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 Method】

- 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 5<sup>th</sup> or 10<sup>th</sup> of each month.

【Extended Hours Childcare Fees for Part Time Childcare】

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, ¥8,000/month
Afterschool Care	3:30 PM - 4:30 PM : ¥500/day 3:30 PM - 5:30 PM : ¥1,000/day, ¥16,000/month 3:30 PM - 6:30 PM : ¥1,500/day, ¥24,000/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.
--	--

**【Extended Hours Childcare Fees for Type 1】**

Contents	Fee
Morning Care Fee	7:30 AM - 8:30 AM : ¥500/day, ¥8,000/month
Afterschool Care	3:30 PM - 4:30 PM : ¥500/day 3:30 PM - 5:30 PM : ¥1,000/day, ¥16,000/month 3:30 PM - 6:30 PM : ¥1,500/day, ¥24,000/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.
<b>【Saturday】</b>	7:30 AM – 8:30 AM : ¥500/day 8:30 AM – 1:30 PM: ¥1500/day 1:30 PM – 3:30 PM: ¥500
<b>【 Daycare during Break, Special Daycare】</b>	7:30 AM – 8:30 AM : ¥500/day 8:30 AM – 1:30 PM: ¥1,500/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, ¥8,000/month
	Afterschool Care	4:30 PM - 5:30 PM : ¥500/day 4:30 PM - 6:30 PM : ¥1,000/day, ¥16,000/month 4:30 PM - 7:00 PM : ¥1,500/day, ¥24,000/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	<b>【Saturday】</b>
	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

	<b>【Daycare during Break/ Special Daycare】</b>
	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