

Dear Parent/Guardian,

Information on Enrollment in School for Elementary and Junior High Schools

The _____ Board of Education provides information on enrollment in school to children who are unable to confirm which schools they are currently attending, with the aim of ensuring that all children will have the opportunity for enrollment in school. Therefore, please correspond according to the situation of 1 to 3 in paragraph 2 below.

Notation

1 Compulsory Education System in Japan

Foreign children can be educated in the same way as Japanese children. Children can enroll in elementary schools in the first April after the age of six years, and receive six years of education. Children can receive three years of education in junior high school until the end of their fifteen-year-old school year. There is no tuition at public schools.

There is also a system called the "School Assistance System" that helps people who meet certain requirements to purchase school supplies.

2 Guidance for Enrollment in School

1. Currently not attending school, but would like to attend public school
Your child can attend the _____ public school. You will need to go through the process of enrolling in school, so please contact the following contact address. Also, please reply to the enclosed questionnaire.
2. Currently not attending school, and wish to attend a school other than a public school
Please contact the school you wish your child to attend. Also, please reply to the enclosed questionnaire.
3. If 1 and 2 above do not apply (e.g. your child is already enrolled in a private school)
We would like to know your child's situation, so please reply to the enclosed questionnaire.

Contact Information

Board of Education

Section

Division

Telephone:

E-mail:



Dear Parent/Guardian,

Confirmation of School Enrollment for Children of Foreign Nationality (Enrollment Survey)

The Toshima City Board of Education regularly surveys which schools are attended by children who have a certificate of residence in Toshima City, with the aim of ensuring that all children have the opportunity for enrollment in school.

Please put the attached questionnaire in the enclosed envelope, and send it to the following contact information by Friday, August 29, 2025.

We apologize for the inconvenience, but thank you for your cooperation in the survey.

Contact Information

School Affairs Group, School Affairs Division

Board of Education, Toshima City Office

#6 Counter, 7th floor

2-45-1 Minami-Ikebukuro, Toshima-ku, Tokyo 171-8422

TEL : 03-3981-1174

Date of entry Day Month Year

Questionnaire

Parent/Guardian Name

Phone

Question 1: Please fill in the following items for your child.

Child's name	Name in the home country (such as the name on the residence card)				
	Name in Japan (such as name used in Japanese schools, etc.)				
Date of Birth	Day	Month	Year	Sex	
Nationality				Language	
Japanese Language Ability (Please select and circle one of them.)	Can speak / Can speak a little / Can't speak				
	Can write / Can write a little / Can't write				
	Can read / Can read a little / Can't read				

Question 2: Is your child currently attending school? *Please circle one.

1. Yes, attending school (including expected enrollment) → Go to Question 3
2. No, not attending school → Go to Question 4
3. I am not in Japan → Go to Question 3

(Question 3 and Question 4 are on the back side)

Question 3: School Enrollment

Name of school (including expected enrollment)	
Date of enrollment (expected)	Year/Month Entrance (Scheduled)
Address or country of the school	

Question 4: The reason why your child is not attending school *Please select the applicable one.

- (1) Did not know how to attend school
- (2) Formerly attended school but now not attending school
- (3) Other → Please write down the reason in the column below.

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Thank you for your reply.