



**JINIS**  
Jinseki International School

# **ADMISSIONS GUIDELINES 2024-2025**



Dear Parents and Guardians,

Thank you for considering Jinseki International School for your child's education. We appreciate your interest in our institution. Before proceeding with the application process, we kindly ask you to carefully review the following admissions guidelines.

Your submission of the application forms indicates your understanding and agreement to comply with the policies and procedures outlined by Jinseki International School. At Jinseki International School, we aim to cultivate a diverse community of pupils who demonstrate not only academic potential but also a genuine enthusiasm for learning. We expect applicants to possess sufficient maturity for their age and to exhibit a high level of academic interest and motivation aligned with the JINIS curriculum.

Our school environment values responsibility, respect, and collaboration, and we encourage all prospective pupils to embrace these principles as part of the JINIS family. We understand that selecting the right school for your child is a significant decision, and we encourage families to take the opportunity to visit our campus or arrange an online session with one of our representatives. This will provide you with valuable insights into our educational approach, facilities, and community atmosphere, helping you make an informed choice for your child's future.

Jinseki International School is committed to fostering an inclusive environment that celebrates diversity. We welcome applications from pupils of all races, colours, nationalities, religions, and ethnicities. Our goal is to maintain a balanced representation of both foreign and Japanese pupils, enriching the cultural exchange and learning experiences within our school community.

Please note that Jinseki International School accepts applications throughout the year. However, it's important to be aware that each grade may have limited availability. We encourage early submission of applications to secure a place for your child in the desired grade.

Should you have any questions or require further assistance regarding the admissions process, please do not hesitate to contact our Admissions Office.

You can reach us via email at [admissions@jinis.jp](mailto:admissions@jinis.jp) or by phone at +81 847 85 3003.

We look forward to the possibility of welcoming your child to Jinseki International School and embarking on a fulfilling educational journey together.

Warm regards,

**Admissions Office**  
**Yuma Yamada**



## Application Procedure

### Step 1: Complete the Application

Please complete the online application form on the link below.

<https://jinis.jp/en/plan/application/>

### Step 2: Registration Fee

Please note that a non-refundable one-time registration fee of JPY 50,000 is required. Please make a settlement of the registration fee through the link below.

<https://jinis.jp/en/examination-fee/>

\*Please note that Registration fees settlement can only be done by credit card

\*Please use the same email address entered in the application form to be registered at the payment.

### Step 3: Decide the date of the Assessment.

### Step 4: Submission of supporting documents

\*Colour scan of the pupil's passport

\*Admission Assessment Entry Sheet submitted via email.

\*School transcript of last 12 months (Applicable for grade 2 to grade 5 enrollment)

### Step 5: Assessment (On-campus /Online)

Writing Exam in English.

Interview with parents or guardians.

Interview with parents or guardians and pupils.

### Step 6: Decision

Once we have received the completed Online Application, required documents and the result of the Assessment, we will share your child's Application with the Admission Committee. The Head and other educational team members review the Application and make the final decision on acceptance.

### Step 7: Preparation for the enrollment

Once admission is granted, the JINIS admissions office will send you the acceptance letter and invoice for the enrollment fees stated in the financial information. Please settle the payment within 14 business days.

## **Waiting List Policy**

If your child is accepted to a grade with no current vacancies, they will be placed on our waiting list. Our dedicated admissions team will promptly notify you should a vacancy become available for your child's grade. While we cannot guarantee the exact duration of your placement on the waiting list or when a space may open up at JINIS, rest assured that we'll keep you informed every step of the way.

Once admission from the waiting list is granted, you'll receive comprehensive support throughout the enrollment process from one of our experienced admission representatives.

## **Announcement of Decision**

Decision results will be communicated exclusively via email. Kindly note that we are unable to provide assessment results over the phone. Additionally, JINIS will furnish the acceptance letter in hard copy for your records.

To secure your child's place at Jinseki International School, full payment of the enrollment fee is required within 14 business days following the acceptance date. The enrollment process will be deemed complete upon receipt of all necessary documents by the admissions office.

In the event that your admission is not granted, while we do not offer individual feedback on the assessment, our admission office will inform you if a re-application would be accepted. Be sure to keep an eye on your inbox for updates.