

# Procedure for Enrolling Foreign-Born Children in Public Elementary and Junior High Schools in Ginowan City

## 1. Enrollment for New First-Grade (Elementary School First Year) Students

- Enrollment must be completed at the Academic Affairs Section.
- Around November each year, Ginowan City sends a **School Enrollment Notification** to families of foreign-born children residing in the city.
- Parents or guardians must complete the enrollment procedures at the Academic Affairs Section counter by the deadline stated in the notification.

Note: This procedure is not required if your child will attend a private, national, prefectural, or international school, or any other school outside the Ginowan City public school system.

## 2. Enrollment for Students Transferring During the School Year

- If a foreign-born child moves to Ginowan City from another municipality or from abroad, enrollment procedures must be completed even if it is during the school year.
- Enrollment for mid-year transfers is accepted at any time.

## 3. Required Documents

Please submit the following documents to the Academic Affairs Section:

1. School Enrollment Application Form
2. Child's passport or Residence Card (Alien Registration Card)
3. **School Enrollment Notification** sent by the city (for new first-grade students only)

## 4. Tuberculosis (TB) Screening

If your child has lived in a country with a high incidence of tuberculosis for six months or longer within the past three years, a TB screening test is required before enrollment. Please contact the Academic Affairs Section in advance.

