



Fukuoka International School
18-50, Momochi 3-chome Sawara-ku, Fukuoka 814-0006
Japan



APPLICATION PROCESS

Thank you for your interest in Fukuoka International School (FIS). Please review our process for application. If you have any questions please contact the office. The process time varies depending on the student's grade level. The Head of School looks forward to meeting you and your child.

Step 1. Please submit the following documents to the office:

- a) **Completed application form with 2 photos (2.5 x 3 cm)**
 - Emergency Medical Permission Form
 - Medical History Form
 - Neighborhood Outing Permission Form
 - Parent Disclosure Form
 - Transcript Release Form (high school only)
 - Letter of Agreement
 - English Language Profile
- b) **School records for the past two years including the one from the current school year if available, and an official transcript (high school only) from the previous school(s) attended. An official transcript must be mailed to FIS directly from the previous school(s). If the school records are not in English, an English translation is required.**
- c) **A copy of all passport(s) or any documents which verify applicant's birth date and landing permission, status, period of stay.**

Note: An official dependent visa is required in order for expatriate students to attend FIS. We do not accept students with temporary visitor visa. The school's mission is to serve the international community legally living in Japan for work.

Step 2. Application Processing Fee of 10,000 yen per student to be paid. (See reverse for school account information.)

Step 3. Middle and high school students will be tested according to recommendations by the Division Head and the Head of School.

Accredited by the Western Association of Schools and Colleges
Member of the Japan Council of International Schools
TEL +81-92-841-7601 FAX +81-92-841-7602
<http://www.fis.ed.jp> E-mail: admin@fis.ed.jp





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The Division Head (Elementary and Secondary School) and the Head of School will determine acceptance of the candidate based on student record grades and testing results.

The Division Head and the Head of School will prepare a schedule for the prospective student.

Step 4. The meeting with the Head of School will be held and the student will be interviewed with parents to discuss the results of Step 3. The decision for admission will be explained.

Fukuoka International School bank account:

Fukuoka Bank, Fujisaki Branch
"Futsu" account No. 1187407
Account Holder's Name: Gakkou Houjin Fukuoka Kokusai Gakuen
福岡銀行 藤崎支店 (普通預金) 1 1 8 7 4 0 7
口座名義 : 福岡国際学園

- ※ Please remit payment in your child's name.
お振込は、お子さまのお名前をお願いいたします。
- ※ Cash payment is accepted.
事務所へ直接現金でお支払いいただいても結構です。
- ※ All bank service charges are the responsibility of payer.
- ※ **Please be sure to inform the school office of your bank transfer date so that an interview with the Head of School can be arranged.**

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