



Essential Points of Application for Admission in April 2020
(Exclusively for foreign student living in Tokyo)

Tokyo Metropolitan Suginami Sogo High School

1. Application

15 foreign students living in Tokyo will be admitted in April.

Integrated Course: 15 students

2. Qualification

The applicant must:

-live in Tokyo with guardian(s) not be enrolled in any of the following schools at the time of application to this school.

- Senior High School
- Senior High School for Special Needs
- Secondary Education of Integrated Junior / Senior High School
- High School Academy

-be registered as a foreign national.

-be born before April 1, 2005.

-satisfy one of the three following requirements.

- 1) The applicant must complete a 9-year course of school education abroad by the end of March, 2020.
- 2) The applicant must complete a 9-year course at an educational facility for foreign residents in Japan, which is equivalent to a 9-year course of Japanese compulsory education by the end of March 2020.
- 3) The applicant must complete the course of a Japanese junior high school by the end of March 2020. In this case, it is also necessary that the applicant has lived in Japan for less than three years.

(Note)

Applicants or their guardian(s) should come to Tokyo Metropolitan Government Office at Shinjuku to confirm the qualification before submitting the application on the dates below:

Sat. December 7, 2019, from 10:00 a.m. to 4:30 p.m.

Sun. December 22, 2019, from 10:00 a.m. to 4:30 p.m.

Venue: Tokyo Metropolitan Government 2nd Main Building Hall (Ground Floor)

3. Application Submission

(a) Date

Tue. January 21, 2020, from 9:00 a.m. to 3:00 p.m.

Wed. January 22, 2020, from 9:00 a.m. to 12:00 noon.

(b) Place

Tokyo Metropolitan Suginami Sogo High School

※The application should be delivered to the school office by hand.

(Applications by mail are not accepted)

※No correction is to be made once the application has been submitted.

(c) Required Form and Procedures

(1) The Application Form

(2) The certificate of the academic record of the applicant's last school year

This document must contain a certification that the applicant has satisfactorily completed a 9-year course of school education abroad.

(3) ① or ②

- ①”Juminhyo-kisaijiko shomeisho” (certificate of entry in the residence card) of the applicant (see 「様式応3」), issued by a municipal office in the applicant’s residential area, or the equivalent.
- ②The certificate issued by a public agency which certificate that the applicant has a foreign nationality.
- (4) The form of entry date
The applicant qualified by 2. 3) is required to submit the form in which the date of entry into Japan is recorded.
- (5) “Riyusho”
In the case that the guardians are the applicant’s guardians, and one of the guardians cannot live with the applicant in Tokyo with special reason(s), please submit a Reason Statement (理由書「様式応7」). It is not necessary for an applicant who is in a junior high school in Tokyo to submit this form.
- (6) “Nyukokunikansuru Moushitatesho”
Applicants who are living overseas and will move to Tokyo with their parents are required to submit this form.
- (7) The applicant’s personal history (see 「様式杉総外国－1 PERSONAL HISTORY パーソナル・ヒストリー」) Please refer to the example on the form.
- (8) Japanese translation of certification(s)
The substitute certifications stated above (2) and (3) should be written in Japanese or English. Certifications written in neither Japanese nor English must be translated into Japanese by a public institution or a translation agency and so on.
- (9) Certificate of Meeting Qualification Requirements
- (10)Those who prefer examination question sheets with “hiragana” printed above each “kanji” should submit the special arrangement request form (see 「様式30」) supplied in this booklet. The principal’s name is not necessary for applicants who do not attend or have not graduated from a junior high school in Japan.
- (11) An extra form is required for applicants who
-do not live in Tokyo now but are sure to move to Tokyo by the date of the entrance ceremony.
-live in Tokyo but attend a school outside Tokyo
Please ask for these forms at the school office.
- (12) Entrance Examination Fee
Applicants are required to pay ¥2,200 after December 1, 2019 to the specified banks or post offices as listed on the back of the payment form put in this booklet.
The Receipt of the fee has to be attached to the back of the Application Form and to be shown at the time of the application.

4. Examinations

1) Examination Subjects

Composition and interview either in Japanese or English
(Prior to submitting, choose either Japanese or English)

2) Date

Sun. January 26, 2020, at 8:30 a. m. The exact timetable is shown on the Admission Ticket.
Guardian(s) MAY NOT come to the school on that day.

3) Test Site

Tokyo Metropolitan Suginami Sogo High School

5. Announcement of Successful Applicants

1) Date and Place

9:00 a.m. Fri. January 31, 2020 at Tokyo Metropolitan Suginami Sogo High School

2) Notification to the Successful Applicants

A certificate will be given to the applicant or the guardians within the period stated below

9:00 a.m. to 3:00 p.m. on Fri. January 31, 2020

9:00 a.m. to 12:00 noon on Mon. February 3, 2020

at the school office

6. Entrance Formalities

Successful applicants are expected to complete the "School Entrance Agreement Form" within the period stated below to conclude the entrance formalities:

9:00 a.m. to 3:00 p.m. on Fri. January 31, 2020

9:00 a.m. to 12:00 noon on Mon. February 3, 2020

Those who have not completed the entrance formalities within the period mentioned above will be regarded as having abandoned their acceptance into the school.

The school Entrance Agreement Form is invalid if the School Entrance Fee of ¥5,650 is not paid.

The payment deadline is specified in the certificate of acceptance (Gokaku-tsuchisho).

7. Other Matters

1) Applicants who do not comply with the Application Qualifications, or have failed to complete and present all the necessary forms, or have given false statements, will be disqualified even if they had been accepted to Suginami Sogo High School even if applicants don't proceed with the application process.

2) Students who successfully pass the examination cannot apply to be admitted to any other Tokyo Metropolitan High School.

3) Those who pass this entrance examination, even if they do not complete the entrance formalities, in the end, cannot apply for the entrance examination of another Tokyo Metropolitan High School.

4) Almost all the classes at Suginami Sogo High School are taught in Japanese.

5) For further information, please contact Tokyo Metropolitan Suginami Sogo High School.

Note: English and Japanese academic records permitted only. If you use other languages, please translate the documents into either English or Japanese.

Please download the required sheet for the entrance examination from the Tokyo Metropolitan Board of Education website.

Address: 5-17-1, Shimotakaido, Suginami-ku, Tokyo 168-0073

Phone 03-3303-1003 Fax: 03-3303-7751

Office Hours: Monday to Friday from 9:00 a.m. to 4:30 p.m. except for national holidays