

Transfer Student Admission Examination Guidelines for December 2023

Available Courses	International Course			
Grade	Present SHS grades grades 1 and 2			
Examination Dates	8:30 a.m. Thursday, December 21st, 2023			
Prospective intake	Limited spaces available			
Conditions of Eligibility	To be eligible, students must :- -for first grade: be born between 2nd April, 2007 and 1st April, 2008; -for second grade: be born between 2nd April, 2006 and 1st April, 2007; *Japanese returnees who have lived overseas for more than a year and have returned to Japan in the last year. *Students must hold at least (or equivalent to) the second grade of the Eiken English proficiency exam.			
	Students who have been enrolled at international schools in Japan, hold foreign citizenship, or otherwise, please consult directly with the admissions department. *Students who are foreign nationals must have legal authorization to study in Japan before applying. *Within the six years of junior and senior high, it is possible for students to sit entrance examinations a maximum of three times.			
Application Period	9:00 a.m. Monday, November 27th - 12:00 noon Friday, December 8th, 2023			
How to Apply	Internet Application Online applications may be submitted 24 hours a day, during application periods. The online application form can be accessed and submitted via the Hiroo Gakuen website. Note: Please be sure to print and bring your exam registration card on the day of the exam.			
Application Documents	①International Student Education History *Please access Hiroo Gakuen Website and download the document needed to be submitted. ②Copies of school reports from the last overseas school attended, as well as reports from the school presently attending (at minimum, those from the last full calendar year). Submitted reports may be in either Japanese or English. ③Copies of certificates issued by TOEFL or TOEIC, showing a score of Eiken 2nd grade equivalency or higher. (if applicable) *Please note that submitted documents cannot be returned.			
Document Submission Period	Using a letter pack OR registered mail, the necessary application documents should be mailed to Hiroo Gakuen Admissions office by the deadline.*Please contact us for deadlines and information regarding overseas mail. Monday, November 27th - Saturday, December 9th, 2023 *Application documents must be received by the application deadline.			
Mailing Address	HIROOGAKUEN Junior & Senior High School, Attention: December International Students Entrance Exam 5-1-14 Minamiazabu, Minato-ku Tokyo, Japan 106-0047 (Please write the examinee's number on the envelope.)			
Examination Fee	¥25,000			
Payment Period	9:00 a.m. Monday, November 27th - 12:00 noon Friday, December 8th, 2023			
Payment Methods	Payments may be made via credit card, convenience stores or Bank ATM [Pay-easy]. *Cash payments not accepted at school reception office. *Please note that the examination fee is non-refundable under any circumstances.			
Examination Subjects	International Course			
	English	Mathematics	Japanese	Interview
	(Exam conducted in English) 100points / 50minutes	(Exam conducted in English) 50points / 50minutes	(Exam conducted in Japanese) 50points / 30minutes	(Both in English and Japanese) 10minutes (Applicant Only)
*Those with a TOEFL iBT score of more than 99 are exempt from taking the English test. The score must be submitted in advance. For further clarification, please check the "TOEFL iBTによる優遇について" file . *For further details about the exam day, please check the “当日のご案内” file sent after the application, as written in the confirmation email. *The interview time schedule will be available on the day of the examination. *Bring an admission ticket and writing utensils.				
Announcement of Results	Saturday, December 23rd, 2023			
School Entrance Enrollment Procedure	[Posted on campus] 10:00 a.m. - 12:00 noon [Posted on school homepage] 11:00 a.m. - 1:00 p.m. Enrollment documents for successful candidates will be available for collection at the school reception desk. ※Please note that exam results will not be available by phone. Successful candidates are required to pay their entrance fees, school fees and monthly deposits by 2:00 p.m. Tuesday, December 26th, 2023. *Please note that the entrance fee is not refundable under any circumstances. *Any failure to remit the fees within the stated period will be treated as a cancellation of enrollment.			
	Entrance Fee	School Fee per month International Course		Monthly Deposit
	¥388,000	¥71,350 (inclusive class fee: ¥40,000)		¥14,000 *Monthly deposit applies to materials fees and expenses such as school trips.
	*Please be aware that there are additional School Equipment Fees in the second (¥74,000) and third years (¥56,000).			
Required Documentation for Enrollment	•Certificate of foreign residence provided by employer of parent/guardian ※Please access Hiroo Gakuen Website and download the documents required for submission. •Passport copy(ies)			
School Orientation	Planned for 4:00 p.m. Tuesday, December 26th, 2023. Before school starts, orientation sessions will be held for each grade. Parents should accompany students on this date.			

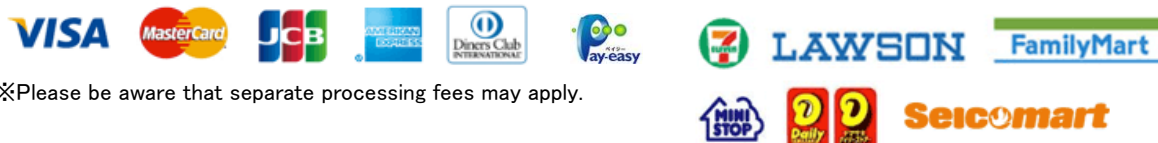
Internet Application

◆ Internet application Information

Applications can be lodged 24 hours a day, 7 days a week (including weekends and public holidays)

Applications can be made from home.

Payments can be made via the institutions below (credit card / convenience store payment / Pay Easy)



※Please be aware that separate processing fees may apply.

◆ How to Apply

Access the Hiroo Gakuen Homepage

A link to the application site will become available on the school homepage shortly before the application period opens.

Application Site

Applications can be lodged via PC, tablet or smartphone.

ID(email address)Registration

Please register your email address. This will be the address used for all further communication (all communication post-exam and in case of emergency) so please ensure this is entered correctly.

Application Information and Photo

Please enter applicant information.

Please upload and register your identification photo to My Page on the application site

Application Fee Payment Method

Credit card	Convenience Store	Pay Easy payment
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Application payments can be made using credit card, convenience store or Pay Easy payments. Payments cannot be made at school. Please be advised separate processing fees may apply depending on the method of payment.

Print Required Documents

Once payment has been made, you will receive a payment confirmation email and you will be able to access and print your application form. Please print these documents on white A4 paper.

Document submission

Please print and send your required documents before the deadline.

Exam day

Please be sure to bring your printed application form with you to the exam.

※Please be sure to print all required documents beforehand (at home or convenience store) and bring them to school on the day of the exam (these will not be sent from the school).

Confidentiality Agreement

Any personal information submitted for registration with Hiroo Gakuen shall only be used in meticulous accordance with the Personal Information Protection Law, as well as Hiroo Gakuen's Information Protection Policy and will not be used for anything other than the reasons stated below: ① Entrance Exam and Admissions ② School affairs after enrolment.