

**2022 Guidance for Admission to High School for Non-Native Japanese Students and Their Guardians  
Reference on Qualification Certificates**

英語

Produced by: The International Division, Department of Public Services, Saitama Prefectural Government

**Those Who Have Not Graduated from a Japanese Junior High School and Wish to Attend a Prefectural Public High School Need to Acquire a “Qualification Certificate” to Take an Entrance Examination**

For further information contact:

Private School Affairs and Work Reform Group,  
Prefectural School Management and Personnel Division,  
Saitama Prefecture Education Bureau  
Phone: 048-830-6735  
URL: <https://www.pref.saitama.lg.jp/f2207/nyugakusya-senbatsu/kaigai.html>

※Those taking exams at private high schools should contact each school directly

**1. Application Materials**

Qualification Certificate Application Form for Saitama Prefectural High Schools 2023 (See reverse side for sample form)	Available at the Prefectural School Management and Personnel Division, or visit their web page to download.
Proof of residence with guardian in Saitama Prefecture ※ Documents vary according to the type of residence the applicant lives in.	① Residence owned by guardian: Property Registration Certificate ② Public housing residence: Copy of Contract, Tenant Certificate, etc. City-run public housing ⇒ Proof can be obtained at the city hall Prefecture-run public housing ⇒ Proof can be obtained at branches of the Saitama Public Housing Corporation ③ Private apartment and houses: A copy of the House Rental Contract
Certificates to prove graduation from the previous school in a foreign country	School diploma or academic transcripts, etc.

※ As certificates to prove graduation from a previous school differ between countries, please make sure to consult with the Prefectural School Management and Personnel Division.

※ When applying for the Special Selection Process for Foreign Students, additional documents such as academic transcripts and a copy of your Resident Card, etc., must be submitted.

**2. When and Where to Submit the Application Materials**

**(1) Dates**

From Thursday, December 1, 2022, to 12:00 p.m. on Friday, February 10, 2023 (closed on Saturdays, Sundays, National Holidays, and from Thursday, December 29, 2022, to Tuesday, January 3, 2023)

Time : 9:00 a.m. to 12:00 p.m., 1:00 p.m. to 4:30 p.m.

※If you are applying for a Qualification Certificate for the fall recruitment at Fukiage Shuo Senior High School, the application period is as follows:

From Tuesday, August 1, 2023, to 12:00 p.m. on Thursday, August 24, 2023

(Closed on Saturdays, Sunday, National Holidays, and from Monday, August 14, 2023, to Wednesday, August 16, 2023)

Time: 9:00 a.m. to 12:00 p.m., 1:00 p.m. to 4:30 p.m.

**(2) Place**

- When applying for full-time prefectural high schools → Prefectural School Management and Personnel Division
- When applying to part-time or correspondence curriculum prefectural high schools → The prefectural high school you are applying to
- When applying to city-run high schools → The board of education of the city the high school is located in

※The actual form is written in Japanese and must be filled out in Japanese only.

受付番号

令和5年度埼玉県立高等学校入学志願者の出願資格認定申請書

(宛先)

Qualification Certificate Application Form to Apply for Saitama Prefectural High Schools 2023

埼玉県教育 局 県立学校部 県立学校 人事課長

(To:) Managing Director, Prefectural School Management and Personnel Division

申請者氏名 Applicant's Name

Relationship with guardian 保護者との関係

令和5年度埼玉県立高等学校入学志願者として出願資格を認定していただきたいので、下記のとおり申請します。 I hereby apply to receive recognition of my qualifications as an applicant for a Saitama Prefectural high school in 2023.

Form with fields: Student's Name, Current Address, Birth Date, Name of junior high school you graduated from, Name of Guardian, Address of Guardian, Relationship with student, Phone number of Guardian, New Address, Date you plan to move to new address, Reason: Guardian's Overseas Employment.

Mark a check on the reason for application and which documents are attached to this application form.

申請事由及び添付書類 (いずれも該当するに印を記入する。)

Reason: Non-Japanese and Japanese Not Applicable to 1

- Move to Saitama with guardian
Live with guardian

申請事由

- 1 保護者の海外勤務
2 外国人及び上記1以外の日本人
保護者とともに帰国
保護者とともに同居
保護者とともに転居
保護者とともに居住

添付書類

- 海外勤務に関する証明書
家屋の登記事項証明書
入居証明書・賃貸借契約書等
住民票の写し
親族の身元引受書
親族の現住所を証明できる書類
最終学校の修了(見込み)証明書
その他

This portion will be filled out by Saitama Prefectural School Management and Personnel Division after approval.

Attached Documents:

- Certificate of Guardian's Overseas Employment
Property Registration Certificate (issued within the past 3 months)
Tenant Certificate/Rental Contract, etc.
Copy of Certificate of Residence (document not displaying applicant's Individual Number ('My Number') issued within the past 3 months)
Letter of Guarantee from Relative
Certificate of Relative's Current Address
Certificate of (prospective) Graduation from last school the student attended
Other

審査の結果、出願資格があることを認定します。

令和 年 月 日

埼玉県教育 局 県立学校部 県立学校 人事課長



(注) 課長印のないものは無効です。

(参考)

Bottom section with fields: Name of High School you are applying, Saitama Prefectural, High School