<u>Procedures for Enrolling in Ota Elementary</u> and Junior High School

Conditions for enrolling

• Lives and has a resident registration completed in Ota City.

School of enrollment

• The school of enrollment is decided and dependent on the region of one's residence. If you do not know the school for your region, please contact the School Education Division.

Required Procedures

• In the case your child understands Japanese:

Contact the school by phone in advance and visit afterwards and fill out the "Request for Enrollment *(Nyugaku Kyokanegai)*" form. After the required procedures for enrolling are completed, you will be briefed about the purchasing of school supplies and school lifestyle. Please follow the school's instruction.

% Please bring the parent/guardian and enrolling child's resident card

• In the case your child does not understand Japanese:

Please contact the School Education Division. You will be guided and directed towards the prep class for learning Japanese before enrolling in school. Upon finishing the class, you will follow the same procedures as above.

Division in Charge

Ota Board of Education, School Education Division *"Gakkou Kyoiku-Ka,"* (Ojima Government Building) Address: 〒370-0495 Ota City Kasukawa-Cho 520 Tel: 0276-20-7084