

HIMEJI INTERNATIONAL SCHOOL

Application Guidelines for International Students

*April 2025
Enrollment*

Application Guidelines

1. Number of students admitted: 10 persons

2. Entrance Examination and Required Documents:

Type of Exam	<ol style="list-style-type: none">1. Personal Statement: Essay on “What is the reason that motivates you to study and learn at Himeji International School”2. Interview in Japanese or English with the student (Online)
Entrance Eligibility	<ol style="list-style-type: none">1. One who has a clear purpose for learning and strives to achieve their goal.2. One who will comply with Japanese law, customs, and school rules.3. One who is in good physical and mental health.4. The student’s appearance aligns with our school’s standards. (Hair dying, tattooing, and body piercing are not acceptable)5. One who can meet financial obligations for the student’s schooling and living expenses.6. One who has graduated from or is expected to graduate from Junior High School by March 2025.7. One who has acquired a minimum of N3 level on the Japanese Language Proficiency Test or is recognized to have a Japanese ability of N2.8. Interview with parents before the selection.
Application Documents	<ol style="list-style-type: none">1. Application Form: Hand-written by the applicant, using the school's original document2. Certificate of graduation: Diploma from the school expected to graduate, the graduate must submit a certification of proof indicating the student's expected date of graduation, this must be before March 2025.3. Official transfer report from the school.4. A copy of Japanese/English language proficiency certification (if available)5. Those with Japanese language study history for more than a year, a copy of the documents.6. Documents proofing family relations. (Family register, resident card etc.)7. Copy of passport (Page showing identification, an additional page with a note)8. Photo of face (Length:4cm X Width:3cm)9. Copy of resident card and identification documents of applicant and family members
Financial information. This information will be required upon the student’s confirmation of entrance.	<ol style="list-style-type: none">1. Financial support letter statement (see attached)2. Certificate of employment or if self-employed submit your operating license indicating years in operation.3. Certificate of bank balance4. Certificate of latest income statement of financial supporter5. Document indicating the applicant and financial supporter’s relationship6. If you are a resident of Japan, submit the “Jyuminnyo” for all members of the household.

*Application documents other than the application form (1), documents referring to the financial supporter must be written in Japanese. If in languages other than Japanese (including English), it must be translated into Japanese with the name and signature of the translator.

3. Application Fee: ¥30,000

- Application Fee must be paid upon the application submission or mailing of the application.
- The application Fee is not refundable once remitted regardless of the circumstances.

4. Application Period:

- Please inquire as the date is tentative, pending confirmation of graduation schedules.

5. Submission address:

- Himeji International School
83, Toyozawa-cho, Himeji-shi, Japan 670-0964
Tel: 079-224-1711 FAX: 079-224-1716

6. Selection Method: Application form and accompanying documents.

- Personal Essay:
Please share your reasons for choosing Himeji International School including what type of learning experience you hope to experience at Himeji International School.
The essay should be typed in an A4 size paper, approximately 400 words in English or 1000 words in Japanese.
What you have written should be in your own words, please submit this essay in a PDF format.
- Interview:
It will be held online between your home and Himeji International School.
Detailed information and an invitation link will be sent to your email address.
Ensure that your internet connection is intact and feasible for an online interview.

7. Notification of Acceptance:

- Results will be available on the school's website a week after the interview.
- Results will be based on a comprehensive assessment.

8. Tuition, Boarding Free, Trip, Textbooks

(unit: ¥)

Expense Item	First Year	Second Year	Third Year
Entrance	320,000	0	0
Facility and Equipment	80,000	0	0
Maintenance fee	36,000	36,000	36,000
Tuition fee / 6 months	0	0	0
Tuition Fee /1 year	438,000	438,000	438,000
Textbook	25,000	25,000	25,000
Preliminary Examination for Universities	70,000	30,000	30,000
Student Council	28,800	28,800	28,800
Reserve funds for school trips/excursions/iPad/homeroom class	180,000	180,000	180,000
One set of uniform*1	102,520	0	0
Large and small school bags	24,310	0	0
A set of PE uniform	25,740	0	0
A pair of indoor and outdoor shoes	18,800	0	0
General liability insurance for International Students	30,000	20,000	20,000
Dormitory admission	100,000	0	0
Room and Board (provided with 3 meals, double occupancy room)	900,000	900,000	900,000
International Student Support	300,000	150,000	150,000
Total	2,679,170	1,807,800	1,807,800

*1 A set of uniforms included; 1 winter blazer, 1 winter skirt, 2 blouses, 1 knit sweater, 3 pairs of knee-high socks, 1 tie, 2 summer polo shirts, 1 summer skirt, and 3 pairs of socks (Other options are available.)

Preliminary Fee:

Supplementary Lesson for Japanese Language	400,000	200,000	200,000
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*Supplementary Lesson for Japanese Language is **mandatory** for those who have not met the N3 level of the Japanese Language Proficiency Test at the time of entrance.

*Payment for supplementary lessons for Japanese Language will be made at the end of the school year.

Note:

- * All fees mentioned above are subject to change.
- * Fees for the first year should be paid by January 31 and for the second and third years by February 28.
- * The above fees include: transportation in case of an emergency to the hospital, guidance counseling, special event (workshop at Hiruzen, bus trip).
- * Fees do not include; Supplementary textbooks, National Health Insurance premiums, Visa renewal fees, and transportation expenses to school and testing sites.
- * Should you choose to have the school proceed with the Visa renewal, ¥30,000 will be charged including the revenue stamp fee.
- * The above fees are applicable for students enrolling in April 2025, the finalized amount will be noted in December 2024.

9. Study Abroad Programs:

1. Dual Diploma Program with Providence Country Day School in the State of Rhode Island, U.S.A.
 - The program enables one to obtain both a Japanese and U.S. diploma allowing entrance into partnered Universities by recommendation. (18 State and Private Universities, as of 2023)
 - Tuition Fee: 2,500,000 yen (for 33 months as of 2024)

Note: Prices are subject to change due to currency exchange rates.
2. Study Abroad Program through Merced Community College, in the State of California, U.S.A.
 - Upon graduating from Himeji International School with an English proficiency level 2 (Eiken 2 Kyu), one will be eligible to attend the Merced College English Language Institute which supports a smooth entrance into Merced Community College. Upon graduation, there are opportunities to transfer to Universities in North America, Australia, and Southeast Asian Universities.
3. Workshop at the United Nations Office in New York City, exchange programs with the sister schools abroad in Thailand, Poland, Indonesia, Korea, Paraguay, and Taiwan.

10. Tuition Refund Policy:

1. In a case where the **Certificate of Eligibility** had been issued, however, unable to enter Japan due to the failure to submit the Visa application;
All paid fees except for the Entrance Fee will be refunded providing that the **Admission Letter to School** and **Certificate of Eligibility** be returned and submitted to the school.
2. In a case where the applicant applies for a Visa, but is not accepted and is unable to enter Japan;
All paid fees except for the Entrance Fee will be refunded providing that the **Admission Letter to School** and a document indicating the decline of the Visa issued by the Embassy be returned and submitted to the school.
3. In a case where the Visa had been issued for the applicant, however, declined to enroll in school;
All paid fees except for the Entrance Fee will be refunded providing that the **Admission Letter to School** and proof of document indicating that the Visa had not been used and expired be submitted to the school.
4. In a case where the Visa had been issued and the applicant entered Japan but declined enrollment to school;
All paid fees will NOT be returned.
5. In a case where the applicant had enrolled in school, but later left or transferred out;
The remaining school fees (tuition fee, dormitory fee, etc) from the day after the last day of school will be calculated and returned.

*The handling fee for bank deposits will be the applicant's responsibility.

*The student may be expelled for violating school regulations and returning home without permission.

In such case, all fees will not be refunded.

11. Payment Information:

Beneficiary Bank	TANYO SHINKIN BANK
Branch	Himeji Minami
Through Bank Transfer	SHINKIN CENTRAL BANK Tokyo Japan
SWIFT Code	ZENBJPJT
Account Type	Futsuu account
Account Number	1696-012-5341505
Account Holder	Gakkouhoujin Suruga Gakuen (学校法人摺河学園) Rijichou Suruga Masahiko (理事長 摺河祐彦)
Address	83 Toyozawa-Cho, Himeji-Shi, Hyogo-Ken 670-0964, Japan
Tel	+81(0)79 224 1711

* Please ensure that the student's name and billing number are written in the "remark" area when transferring the fee.

12. Overview flow from Application to Enrollment (School Transfer)

STEP 1	Submission of Application for Admission Form , and payment of the exam fee.	Submit the Application for Admission Form , and pay the exam fee.
STEP 2	Entrance Exam and submission of Documents for Immigration .	Submit the prepared documents for the Immigration Bureau after passing the entrance exam. The school will submit the documents to the bureau.
STEP 3	Screening by Immigration Bureau issue of Certificate of Eligibility .	The documents are checked by the Immigration Bureau in Osaka. After the screening, the Certificate of Eligibility will be issued.
STEP 4	Payment of school tuition, Sending the Certificate of Eligibility and Admission Letter .	When the school receives the Certificate of Eligibility , a statement for the school fee will be sent to you. The applicant will transfer the first year's fee to the designated school bank account. Upon confirmation of payment, the school will send the Certificate of Eligibility and Admission Letter to the applicant for their Visa application.
STEP 5	Visa acquisition, date of entry into Japan, and acquisition of flight ticket.	The applicant will apply for a Visa , and when it is acquired, the student will arrange their flight ticket to Japan at the date the school designates.
STEP 6	Entry into Japan.	You will be responsible for your transport to school, however, please let us know if you require assistance with arrangements.
STEP 7	Enrollment in school and classes.	There will be an orientation scheduled at school before your first day of class.

Application for Admission Form

To the Principal of Himeji International School, Mr. Suruga,

I am applying to enter Grade 10 of Himeji International School with full consent from my parents.

Date: _____

Name of Applicant	
Name of Applicant (English)	
Date of Birth	
Address of Applicant	
Address of Applicant (English)	
Contact Phone Number of Applicant	
Email Address of Applicant	
Name of Previous School Attended	
Graduation Year and Month of Previous School	
Name of Guardian	
Name of Guardian (English)	
Address of Guardian	
Address of Guardian (English)	
Contact Phone Number of Guardian	
Name of Guarantor	
Name of Guarantor (English)	
Address of Guarantor	
Address of Guarantor (English)	
Contact Phone Number of Guarantor	

姫路女学院高等学校

HIMEJI INTERNATIONAL SCHOOL

留学生募集要項

2025年4月入学生

入学試験について

1. 募集人員 普通科コース ： 10名

2. 入学試験・出願書類・経費支弁者

試験の種類	<ul style="list-style-type: none"> ・小論文「姫路女学院高等学校で学びたい理由」 ・面接（日本語・英語によるオンライン個人面接）
受験資格	<ul style="list-style-type: none"> ①学習する目的が明確であり、目的実現のために絶えず努力できること。 ②日本の法律、慣習及び本校の規則を遵守できること。 ③心身ともに健康で日本の高校生活を送ることができること。 ④容姿、身なりが本校生として適切なこと。（茶髪、刺青、ピアス禁止） ⑤学費、生活費の支弁者がいること。 ⑥中学校卒業の者及び令和6年、中学校卒業見込みの者。 ⑦日本語能力試験N3取得、或いはN2相当の実力があると認められる者。 ⑧保護者による事前オンライン面談
出願書類 [*]	<ul style="list-style-type: none"> ①入学願書（本校所定のものに出願者本人が自筆で記入） ②最終学校の卒業証明書（在学中の場合は、卒業見込証明書） ③成績証明書 ④日本語能力、英語能力を証明する書類の写し（認定を受けている場合） ⑤日本語学習歴を証明する書類（日本語教育機関において1年以上の日本語学習歴がある場合） ⑥家族関係証明書（戸籍謄本、戸口簿など） ⑦旅券の写し（身分事項ページ及び追記欄に記載がある旅券は追記欄ページ。未取得の場合は不要） ⑧顔写真3枚（縦4cm×横3cm） ⑨住民票の写しと家族全員分の身分証の写し（本人を含む）

経費支弁者に関する書類＊ (入学試験合格後に必要となります。)	① 経費支弁書 ② 在職証明書又は営業許可証（勤続年数がわかるもの） ③ 預金残高証明書 ④ 過去1年間の収入を証明する書類（在職証明書に収入の記載があれば不要） ⑤ 出願者と経費支弁者の関係を証明する書類（家族関係証明書に記載があれば不要） ⑥（日本在住者の場合のみ）世帯全員分の住民票
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＊出願書類（①入学願書を除く）及び経費支弁者に関する書類について、日本語以外で記載された書類（英語を含む）については、必ず日本語訳を添付し、翻訳者が署名すること。

3. 受験料 30,000円を願書提出時に納付

※ 一度納入された受験料は、理由の如何に関わらず返金いたしません。

4. 出願期間 随時相談 最終学校の卒業時期に合わせて決定します。

5. 出願先 姫路女学院高等学校 宛て
〒670-0964 兵庫県姫路市豊沢町83番地
電話079-224-1711 FAX079-224-1716

6. 試験内容 ◎ 書類審査

◎ 小論文「姫路女学院高等学校で学びたい理由」

※ Microsoft Word 等のテキストエディタを使用し、日本語で1000文字程度または英語で約400wordsで作成してください（A4用紙1枚程度）。

※ 提出先は、本校メールアドレスです。

※ 提出期限は、出願時に指示します。

◎ 面接

※ 出願者の自宅等との間でオンラインにより実施します。

※ 接続情報は、出願者のメールアドレスにお送りします。

※ オンラインで面接できる環境を整えてください。

7. 合格発表 面接後、1週間以内に通知します。

可否は、試験の結果を総合的に判断します。

8. 学費・寮費・修学旅行費・教科書等

(単位：円)

項目	初年度	1年次	2年次	3年次
入学金		320,000	0	0
施設設備資金		80,000	0	0
施設維持費		36,000	36,000	36,000
授業料／6か月		0	0	0
授業料／1年		438,000	438,000	438,000
教科書		25,000	25,000	25,000
模擬試験など		70,000	30,000	30,000
生徒会費		28,800	28,800	28,800
修学旅行遠足IPAD学級費積立金		180,000	180,000	180,000
制服一式 ※1		102,520	0	0
鞆・サブバッグ		24,310	0	0
体操服一式		25,740	0	0
靴・上履き一式		18,800	0	0
留学生総合保険		30,000	20,000	20,000
入寮費		100,000	0	0
寮費（3食付、2人部屋）/年		900,000	900,000	900,000
留学生サポート費用		300,000	150,000	150,000
計		2,679,170	1,807,800	1,807,800

※1 冬ブレザー、スカート、ブラウス2枚、ニットセーター、ハイソックス3足、ネクタイ、夏ポロシャツ2枚、スカート、ソックス3足（オプションも別途あります）

予備費

日本語学校補講費用		400,000	200,000	200,000
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※入学時に日本語能力試験N3レベルに達していない生徒については必ず受講する必要があります。

※日本語学校補講費は、年度末にお支払いいただきます。

注意事項

- ※ 上記費用は、年度により金額の変更の可能性があります。納付の際お知らせします。
- ※ 上記費用は、原則1月31日までに1年間分を一括納入していただきます。
- ※ 急病などによる病院への送迎、進路指導、行事費（蒜山オリエンテーション、バス旅行）は納入金に含まれます。
- ※ 副教材費、国民健康保険料、ビザ更新料、学校および検定会場までの交通費は納入金に含まれません。
- ※ 年間納入金は、2年目以降、2月28日までに1年間分を納入していただきます。
- ※ 来日後、学校を通じてビザの切り替えを行う場合は、手数料30,000円（印紙代含む）が必要です。
- ※ この学費は、2025年4月入学者に適用します。但し、正規学費等は、2024年12月にお知らせします。

9. 海外大学進学プログラム

- (1) アメリカ東海岸ロードアイランド州プロビデンスカントリーデイスクールとのデュアル・ディプロマ・プログラム
 - ・アメリカの高校卒業資格同時取得制度（全米18大学推薦入試）
 - ・受講費用：250万円（33か月）但し、為替レートにより変動します。
- (2) アメリカカリフォルニア州立マーセッドカレッジとの国際高大連携留学制度
 - ・姫路女学院高等学校修了後、英検2級以上の英語力を有することを条件に、マーセッドカレッジ併設語学学校に入学、マーセッドカレッジに進学し、卒業後は、カナダ・オーストラリア・ニュージーランド・マレーシア・台湾などの連携大学に進学する機会を得ることができます。
- (3) 国連ニューヨーク研修、海外姉妹校研修旅行（ポーランド、韓国、タイ、インドネシア）

10. 学費返金規定

- (1) 在留資格認定証明書は交付されたが、ビザの申請を行わず来日しなかった場合
 - 入学金を除く全納入金を返金します。
 - 条件: 入学許可書及び在留資格認定証明書の返却
 - (2) ビザの申請をしたが認められず来日できなかった場合
 - 入学金を除く全納入金を返金します。
 - 条件: 入学許可書の返却、在外公館においてビザが発給されなかったことを証明する書類の提出
 - (3) ビザを取得したが、来日前に入学を辞退した場合
 - 入学金を除く全納入金を返金します。
 - 条件: 入学許可書の返却、ビザが未使用で失効が確認できる書類の提出
 - (4) 来日したが、入学しない場合
 - 原則として、全納入金を返金しません。
 - (5) 入学したが、自主退学や転学した場合
 - 退学日、転出日を含む在籍月数を除く学費（授業料、寮費）を返金します。
- ※ 返金の際、送金手数料は申請者の負担とします。
- ※ 校則違反、無断・無許可帰国の場合、退学処分になることもあります。その場合は一切の学費の返金はしません。

11. 学校指定振込口座

Account with Bank (Paying Bank)	THE TANYO SHINKIN BANK, HIMEJI MINAMI BRANCH (但陽信用金庫 姫路南支店)
Through Bank	SHINKIN CENTRAL BANK SWIFT CODE : ZENBJPJT BANK ADDRESS : TOKYO, JAPAN
Beneficiary	(Beneficiary's Name) GAKKOUHOJIN SURUGAGAKUEN (学校法人摺河学園) RIJICHOU SURUGA MASAHIKO (理事長 摺河祐彦) (Beneficiary's A/C NO.) 1696 - 012 - 5341505
School Address School TEL	83 TOYOZAWA-CHO, HIMEJI-SHI, HYOGO-KEN, 670-0964 JAPAN (〒670-0964兵庫県姫路市豊沢町 8 3 番地) + 81 79 - 224 - 1711

※振り込みの際には、メッセージ欄（備考欄）に必ず生徒の氏名、請求書番号を入力してください。

12. 出願から入学（転・編入学）まで

STEP 1	入学（転・編入学）願書提出、 受験料納入	入学（転・編入学）願書を提出し、 受験料を納入。
STEP 2	入学（転・編入学）試験、申請書類提出	入学（転・編入学）試験に合格後、入国管理局への申請書類を準備。本校を通じて入国管理局へ提出。
STEP 3	入国管理局による書類審査 在留資格認定証明書交付	入国管理局（大阪出入国在留管理局）による 書類審査。審査後、在留資格認定書の交付。
STEP 4	学費納入 在留資格認定証明書と入学（転・編入学）許可書送付	在留資格認定証明書交付後、本校から申請者に学費を請求。申請者は初年度の納入金を学校指定銀行口座に納入。入金確認後、在留資格認定証明書と入学（転・編入学）許可証を申請者に送付。
STEP 5	ビザ申請・取得 入国日決定、航空券手配	申請者は各自、在外公館にてビザを申請・取得。その後本校入国指定日の航空券を手配。
STEP 6	日本へ入国	自費にて来校いただきますが、応相談。
STEP 7	入学（転・編入学）、授業	オリエンテーション受講後、授業開始。

入学願書

姫路女学院高等学校長 摺河祐彦 様

私は、姫路女学院高等学校第1学年に入学したいので、保護者連署のうえ志願します。

年 月 日

志願者氏名	
志願者氏名（英語）	
生年月日	
志願者住所	
志願者住所（英語）	
志願者電話番号	
志願者メールアドレス	
出身学校	
出身学校卒業年月	
保護者氏名	
保護者氏名（英語）	
保護者住所	
保護者住所（英語）	
保護者電話番号	
保証人氏名	
保証人氏名（英語）	
保証人住所	
保証人住所（英語）	
保証人電話番号	



HIMEJI INTERNATIONAL SCHOOL

83 banchi, Toyozawa -cho, Himeji City, Hyogo, 670-0964 JAPAN

Last Name First Name Mid. initial DOB(M/D/Y) Grade

THIS SECTION MUST BE COMPLETED AND SIGNED BY A PHYSICIAN

Height: _____ cm Weight: _____ kg BP: _____ P: _____ T: _____

	Normal	Abnormal	Comments
Developmental Assessment			
Eyes / Vision	OS: OD:		
Ears / Hearing			
Nose / Throat			
Oral & Teeth			
Neurological System			
Lymphatic System			
Cardiovascular System			
Respiratory System			
Gastrointestinal System			
Genito-Urinary System			
Integumentary System			
Musculoskeletal-ROM			
Neck			
Back / Spinal			
Shoulders/Arms			
Elbows/Forearms			
Wrists/Hands			
Hip/Thigh			
Knees			
Legs/Ankles			

TB Screening: One of the following within 6 months before the first day of school filled by a Physician

Chest X-Ray: Result _____ MD signature _____ Date: _____

1. Does the child have any chronic or acute medical condition that may require interventions at school? If yes, please describe.

2. Are there any concerns about the child's general health that we should be concerned? If yes, please describe. _____

3. Are there any concerns about the child's emotional well-being? If yes, please describe. _____

4. Is the child on daily medication? If yes, please describe. _____

I certify that I have examined this child on this date and found him/her medically qualified to participate in sports and activities. In addition, I certify that I am a licensed physician.

Physician's Name(print): _____ Address: _____