

Kumamoto International School
Application Guidelines for Diploma Program
2027 Academic Year
(April 2027 - March 2028)

1. NUMBER OF AVAILABLE SPACES

Grade Level	Number of Spaces
New Grade 11 Students	Approximately 20 students
New Grade 12 Students	<ul style="list-style-type: none"> • KIS does not accept applications for admission to Grade 12, except in cases where the applicant meets the following condition: <ul style="list-style-type: none"> ○ The student is already enrolled in the IB Diploma Program at their current school, and the DP subjects they have been studying align with those offered in the KIS Diploma Program.

2. ELIGIBILITY TO APPLY TO KIS DIPLOMA PROGRAM

- The KIS admissions process aims to assess whether a student will thrive and succeed within our community. We seek students who demonstrate academic abilities, personal qualities, and motivation aligned with our curriculum and values.
- In some cases, applicants who do not meet the recommended proficiency level may be offered admission into a lower grade to help ensure their academic success.
- Please refer to the table below for the recommended English proficiency by grade level.
- Age is applicant age as of **April 1st** of the academic year they will enroll in KIS.

Guidelines for Recommended Language Proficiency at Admissions by Grade			
Division	Age	Grade	Recommended English Level
Diploma Program	16 yrs. old	Grade 11	Eiken 1 or above
	17 yrs. old	Grade 12	OR CEFR C1 (score 81+)

3. STEPS IN THE ADMISSIONS PROCESS

2027-2028 Admissions Calendar 入試日程 Diploma Program (DP) 高等部					
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Admissions Schedule 入試日程	Information Session 説明会	Application Submission Period 出願期間	Entrance Examination 入学試験	Results Notification 合否通知	Enrollment Window 入学手続期間
Early Admissions 前期	7/1	7/2 - 7/29	8/27	8/31	9/1 - 9/7
General Admissions 一般	9/11	9/12 - 9/20	10/17	10/22	10/23 - 10/29
Late Admissions 後期	1/12/2027	1/13 - 1/20	2/3	2/8	2/9 - 2/15

STEP 1) ATTEND AN ADMISSIONS INFORMATION SESSION

- **Information Session Schedule:**
 - 13:00 - Reception
 - 13:15 - Information Session
- **Things to bring:**
 - Indoor shoes / slippers
- Applications are submitted online. The **QR code** to access the application will be given at the information session.
- Please note that we will not accept applications from families who have not attended a KIS admissions information session.
- Applicants who are unable to attend an in-person information session because they are overseas may request to attend an online session instead.
- Please refer to **Step 1** in the Admissions Calendar 入試日程 table above for the scheduled dates of the Information Sessions.
- Register for an information session via the following form link: [👉 Registration Form](#)
 - The registration deadline is 2 days prior to each information session.
 - A member of the KIS Administration Team will contact you to confirm your registration. Please note that you must receive a confirmation in order to attend the session.

STEP 2) APPLICATION SUBMISSION

<p>How to submit the application</p> <ul style="list-style-type: none"> ● All documents must be turned in online ● Once you submit your application online, KIS will contact you to confirm receipt of your application ● KIS will send your Entrance Test Admission Ticket (受験票) by email. Please be sure to bring the ticket with you on the day of the test. 	
<p>Dates of Submission Period</p>	<p>See the dates for Step 2 in the Admissions Calendar 入試日程 table above</p>
<p>What to Submit</p>	<p>In order for KIS to consider an applicant for admission, <u>all documents listed below must be submitted in full—including those that must be sent directly from the applicant's current school.</u></p> <p>→ Applications are submitted online. The QR code to access the application will be given at the information session.</p> <ol style="list-style-type: none"> 1. KIS Application Form 2. 1 passport-size ID photo (attached to the application) 3. Application Fee: 15,000 yen (Non-refundable after payment) 4. Child Family / Health Questionnaire 5. Copy of Eiken or other English test results (if available) 6. Current school contact information
<p>Documents to be sent directly to KIS from applicant's current school</p>	<ul style="list-style-type: none"> ■ Copy of most recent report card or academic progress report (if applicable) ■ School Recommendation Form <ul style="list-style-type: none"> ● KIS will contact the applicant's current school to obtain the School Recommendation Form. ● The form must be submitted directly by the school to KIS. ● Parents are kindly requested to contact their current school and ensure that the School

	<p>Recommendation Form is submitted to KIS <u>in English</u> in a timely manner.</p> <ul style="list-style-type: none"> • Please note that the application will not be considered complete until KIS has received this form.
Documents to be sent directly to KIS from applicant's current school	<ol style="list-style-type: none"> 1. Copy of most recent report card or academic progress report (if applicable) 2. School Recommendation Form <ul style="list-style-type: none"> ○ KIS will contact the applicant's current school to obtain the School Recommendation Form. ○ The form must be submitted directly by the school to KIS. ○ Parents are kindly requested to contact their current school and ensure that the School Recommendation Form is submitted to KIS <u>in English</u> in a timely manner. ○ Please note that the application will not be considered complete until KIS has received this form.

STEP 3) ENTRANCE EXAMINATION

- **Location:** Kumamoto International School (Toshima-Nishi Campus)

Date	See the dates for Step 3 in the Admissions Calendar 入試日程 table above
Examination Day Time Schedule	<ul style="list-style-type: none"> • 8:00 - 8:15 Students arrive and prepare for the exam. • 8:45 - 10:15 English (90 minutes) • 10:25 - 11:35 Math (70 minutes) • 11:35 - 12:15 Lunch & Break • 12:30 - 14:00 Science (90 minutes) • 14:15 – Interviews (applicant only) - Approximately 10 minutes
Entrance Examination Content	<ol style="list-style-type: none"> 1. Examination Content <ul style="list-style-type: none"> ○ English (includes essay) ○ Math ○ Science (Biology, Chemistry, Physics) 2. Interview (with applicant only)
What to Bring	<ol style="list-style-type: none"> 1. Examination ticket 2. Pencils (3 sharpened) 3. Eraser 4. Water bottle 5. Indoor shoes 6. Lunch or snack
Notes	<ul style="list-style-type: none"> • Check interview time on the admission ticket <ul style="list-style-type: none"> ○ Applicant (the student) should be waiting in the waiting room 10 minutes before their scheduled interview start time

STEP 4) RESULTS NOTIFICATION

- The results of the Entrance Examination will be announced by 12:00 p.m. on the date listed in **Step 4** of the Admissions Calendar (入試日程) table above.
- Successful applicants will receive a notification outlining the next steps required to complete their enrollment.
- Applicants may not appeal an admissions decision made by the school. KIS will not, under any circumstances, disclose or discuss the reasons for an individual applicant's acceptance or denial of admission. By submitting an application, parents/guardians acknowledge and accept this policy in full.

STEP 5) ENROLLMENT WINDOW

- Successful applicants must schedule an appointment with the school Administration Office to complete the enrollment procedures.

Deadline to complete all enrollment requirements	Please refer to Step 5 in the Admissions Calendar (入試日程) table above for the dates of the Enrollment Window. <ul style="list-style-type: none"> • 9:00～12:00 – 13:30～16:30 <ul style="list-style-type: none"> ○ To secure a place for their child, parents must complete all three required steps outlined below <u>by the final day of the enrollment window</u>.
Enrollment Step	Details
Tasks to complete <u>before</u> you visit KIS to complete your enrollment	<ol style="list-style-type: none"> 1. Register for automatic bank account transfer online (for tuition payments, etc.) 2. Pay the 300,000 yen entrance fee via credit card
Items to submit <u>when you come to</u> the school	<ol style="list-style-type: none"> 3. Letter of Intent to Enroll and Promise to Follow School Rules (入学誓約書)
Important Notes	<ul style="list-style-type: none"> • Upon completion of all admission procedures, KIS will email a Letter of Acceptance. This letter serves as official confirmation of the applicant's enrollment at KIS. • If an applicant fails to complete all three enrollment requirements by the specified deadline, KIS will assume that the applicant does not intend to enroll, and the reserved space may be offered to another applicant.



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