

**Students who are not graduates of a junior high school in Japan and wish to attend a prefectural or municipal public senior high school need to acquire a “Qualification Certificate” (*shutsugan shikaku nintei*) to take entrance examinations.**

Please contact the following office before applying:

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

\*If applying to private schools, please contact each individual school.

## 1. Documents to be Submitted

Qualification Certificate Application Form for Saitama Prefectural High School Admissions 2025 (See reverse side for sample form)	Application forms are available at the Prefectural Schools Management and Personnel Division, or from their website.
Documents showing that both the student and their guardian live in Saitama Prefecture *Required documents will vary depending on the type of housing the applicant lives in.	① Homeowner: Property Registration Certificate (certified copy) ② Public housing resident: copy of Contract, Certificate of Tenancy ( <i>nyuukyo shoumeisho</i> ), etc. For municipal housing ⇒ Documentation can be obtained from city hall For prefectural housing ⇒ Documentation can be obtained from branch offices of the Saitama Housing Supply Corporation ③ Resident of apartment/other rental property: copy of the Rental Contract
Proof of most recent schooling completed overseas	Certificate of completion/graduation, academic transcripts, etc.

\*Documents to be submitted will vary depending on circumstances such as your home country. Please consult with the Prefectural Schools Management and Personnel Division.

\*When applying for the special selection process for non-Japanese students, additional documents, such as a copy of your academic transcript and Residence Card, must be submitted.

## 2. When and Where to Apply

### (1) Application Period

From Monday, December 2, 2024 until 12pm on Friday, February 7, 2025  
(Closed on Saturdays, Sundays, National Holidays,  
and from Monday, December 30, 2024 - Friday, January 3, 2025)  
Reception hours: 9am - 12pm, 1pm - 4:30pm

\*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 Friday, August 1, 2025 until 12pm on Monday, August 25, 2025  
(Closed on Saturdays, Sundays, National Holidays,  
and from Tuesday, August 12, 2025 - Friday, August 15, 2025)  
Reception hours: 9am - 12pm, 1pm - 4:30pm

### (2) Where to Apply

- For full-time prefectural high schools → Prefectural Schools Management and Personnel Division
- For part-time or correspondence prefectural high schools → The high school you are applying to
- For municipal high schools → The board of education of the city the high school is located in

(Reference) Last Year's Qualification Certificate Application Form

\*The form will only be in Japanese with no furigana.

受付番号

令和6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

Qualification Certificate Application Form for Saitama Prefectural High School Admissions 2024

埼玉県教育局県立学校部県立学校人事課長

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

申請者氏名 Applicant's name

保護者との関係 Relationship with guardian

令和6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 have my qualifications certified as an applicant for a Saitama Prefectural High School in 2024.

Birth Date: Showa/Heisei YYMMDD

Form with fields for Student's name, Current address, Phone number, Name of junior high school student previously attended, Guardian's name, Relationship with student, Guardian's current address, Phone number, New address, Date you intend to move to new address, and checkboxes for guardian work status.

Check the reason for applying as well as which documents you are submitting.

Reason for applying

- Reasons for applying: 1. Guardian's overseas employment, 2. Foreign national and Japanese nationals when 1 does not apply. Includes checkboxes for guardian return, family return, and living with guardian.

- Attached Documents: Overseas employment proof, family registration, residence/loan documents, resident card, family guarantee, address proof, school completion proof, etc.

2: Foreign nationals and Japanese nationals when 1 does not apply. Moving with guardian(s) or living with guardian(s).

This section will be filled out by the Saitama Prefectural Schools Management and Personnel Division after approval.

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

(注) 課長印のないものは無効です。(参考)

埼玉県教育局県立学校部県立学校人事課長



Bottom section with fields for Name of high school you are applying to (Saitama Prefectural High School).