



MIS Kindergarten / Pre-K Omotesando SY2025-2026 Application GuidelinesPre-K

1. Applicants

① Grades of Applicants

Pre-K
Kindergarten 1
Kindergarten 2
Kindergarten 3

② Vacancy

Pre-K	Waiting List
Kindergarten 1	8 Students
Kindergarten 2	1 Students
Kindergarten 3	1 Students

2. Qualification for Application

Pre-K	Students born in April 2, 2022 ~ April 1, 2023
Kindergarten 1	Students born in April 2, 2021 ~ April 1, 2022
Kindergarten 2	Students born in April 2, 2020 ~ April 1, 2021
Kindergarten 3	Students born in April 2, 2019 ~ April 1, 2020



3. Required Documents

1. Application Form	Please submit the MIS Application Form.
2. Recommendation Letter*	Please ask your child's homeroom teacher, principal, or other person who knows your child well to fill out a letter of recommendation if available.
3. Report Cards	Please submit report cards for the past three years if available, including the current point in time, indicating the period of enrollment, courses taken, etc.
4. English Language Certificate	Please submit the transcript of the TOEFL or other external English language certification test, if available.

*Letters of recommendation are shared directly between MIS and your child's current school. Please submit the format in either the MIS or the current school's format.

4. Application

① **School Tour Application**

Please use our website tour form or contact form to request a school tour. A representative will contact you to arrange a date.

② **School Tour**

We will explain the MIS curriculum, program content, teachers, and plans, while hearing about your child's situation and other details.

③ **Submission of Application Form**

Please fill out and submit the Application Form if you are interested in enrolling.

④ **Submission of recommendation letters and report cards**

Please request a letter of recommendation and report cards from your current school to MIS if available. Please let us know if you need a template for recommendation letters. These will be sent directly from the current school to MIS.



5. Trial Lesson and Screening

① Trial Lesson and Interview

Trial Lesson	
Language	English
Specifics	Your child will attend the actual class for 30 minutes.

Interview	
Language	English (or Japanese)
Specifics	30 minutes parents interview

② Screening Criteria

Comprehensive evaluation based on submitted documents (Application Form, recommendation letters, report cards, etc.), trial lessons, and interview.

③ Announcement of acceptance

Notification of acceptance will be sent by e-mail. We will not be able to respond to any inquiries regarding the content or results of the examination.

6. Admission Procedures

① Payment

The office will send you an invoice. After payment is confirmed, admission will be granted.

② Admission Documents

We will share the required admission documents with you. Please fill out all of them and submit them by the first day of school.

③ Enrollment

Before the first day of school, please make sure that you have all the necessary belongings and other items. All fees must be paid by the deadline set prior to the first day of school. If payment cannot be confirmed, we will not be able to accept your child until we receive confirmation.



7. Payments

Kindergarten Enrollment

Tuition for the first month	9:00-15:00	¥115,200
	9:00-18:00	¥129,600
Semi-Annual Tuition	9:00-15:00	¥576,000
	9:00-18:00	¥648,000
MIS Registration Fee	Payment only at the time of enrollment	¥50,000
School Hat		¥1,650
Leaning Bundle	Annual payment	¥20,000

Pre-K Enrollment

Tuition for the first month	9:00-15:00	¥138,240
	9:00-18:00	¥155,520
Semi-Annual Tuition	9:00-15:00	¥691,200
	9:00-18:00	¥777,600
MIS Registration Fee	Payment only at the time of enrollment	¥50,000
School Hat		¥1,650
Leaning Bundle	Annual payment	¥20,000

*All prices include tax. *Non-refundable