



Doshisha International School, Kyoto
Application Procedures
2016-2017

DISK is an IB World School and WASC accredited for students in grades 1 through 12. DISK welcomes applications from foreign countries all over the globe, and from within Japan. DISK offers an international style of education; the language of instruction for all classes, except foreign language classes, is English.

Admission decisions are made based on a range of factors, including class space, student aptitude for achievement and student motivation for success. Each application is considered individually. Applications are accepted throughout the school year.

Admissions Criteria:

- All students applying to DISK must meet minimal English language requirements.
- All students applying to DISK must meet the age eligibility requirements (see below).
- Grade 12 (DP Students) will not be accepted into the program.
- Grade 11 (DP Students) will only be accepted before the beginning of the school year and must meet the criteria for the current DP class offerings.
- All applications for the 2017-2018 school year will be accepted beginning in February (2017).

Application Period:

DISK accepts applications for admission throughout the school year for Grades 1 to 10.

Potential families may request an exam date year-round (mid-August until early-June).

Age Eligibility

The grade enrollment system at DISK is age-based as outlined in the Grade Eligibility Chart below.

Grade Eligibility Chart (2016-2017)		
Age	Date of Birth	Grade
6	10/1/2009 – 9/30/2010	1
7	10/1/2008– 9/30/2009	2
8	10/1/2007 – 9/30/2008	3
9	10/1/2006 – 9/30/2007	4
10	10/1/2005 – 9/30/2006	5
11	10/1/2004 – 9/30/2005	6
12	10/1/2003 – 9/30/2004	7
13	10/1/2002 – 9/30/2003	8
14	10/1/2001 – 9/30/2002	9
15	10/1/2000 – 9/30/2001	10
16	10/1/1999 – 9/30/2000	11

Step 1: Beginning the Admission Procedures

The Admissions Officer must receive the following documents by mail ***before*** an exam date can be scheduled.

DISK Admission Office
7-31-1 Kizugawadai
Kizugawa City, Kyoto
Japan
619-0225

- Student Application form
- Student Health form
- *For applicants wishing to enter Grades 1-11:* Official school transcripts for the last two years (with an English translation if these documents are in a language other than English or Japanese).
- Copy of the student's front page of their passport (If your child does not have a passport, please let us know in advance.)

*** We request that you please only submit copies of your child's reports because the reports will be kept in your child's permanent application file.**

Step 2: Interview and Academic Assessment:

Following a review of the completed application forms mentioned above, the Admissions Officer will contact you via email to schedule an exam date.

Successful applicants are requested to pay the entrance exam fee prior to the exam date. Please present the bank receipt to the Admissions Officer on the day of the exam. Payment of the fee in must be paid in Japanese yen.

Entrance Exam Fee: (Non-refundable)

Amount: 20,000 yen per child

Bank Name: The Bank of Kyoto (京都銀行:キョウトギンコウ)

Branch Name: Seikacho(精華町支店 : セイカチョウシテン)

Account Number: (普通:フツウ) 3 9 4 7 2 5 9

Account Name: 学校法人同志社同志社国際学院ガク) ドウシシャウ
シシヤコクサイガクイン

Reference number: 301 (Please make sure to write the reference number in the sender space on the bank transfer form.)

The Entrance Exam Schedule for Applicants:

- *For applicants wishing to enter Grades 1-5,* the interview and academic assessment takes about 1 hour. We ask that parent(s)/guardian(s) attend the interview with the applicant.
 - The exam consists of three parts:
 1. Student Interview with the DISK Principal (Parent Interview with the Head of School)
 2. English Language exam with the Elementary Coordinator – reading with comprehension question along with a short writing piece

3. Mathematics exam with the Elementary Coordinator – the exam is based on the grade level the student is applying for
- *For applicants wishing to enter Grades 6-11*, the interview and academic assessment can take up to 3 hours. We ask that parent(s)/guardian(s) attend the interview with the applicant.
 - The exam consists of three parts:
 1. Student Interview with the DISK Principal (Parent Interview with the Head of School)
 2. English Language exam with the High School Coordinator – reading and comprehension questions along with a short writing piece
 3. Mathematics exam with the Head of Mathematics department teacher – the exam is based on the grade level the student is applying for

Step 3: Result Notification of the Entrance Exam

The Admissions Officer will notify your family of your child's admission status within three days of the exam via email. Successful applicants are requested to pay the school registration fee to secure enrollment within five days of the acceptance email.

Registration Fee: (One-time fee, Non-refundable)

To ensure your child's enrollment at DISK the registration fee must be submitted by bank transfer into the school's account within five days of notification of the exam results and/or prior to your child's first day of classes.

Registration fee: 250,000 per child

Bank and branch name: 京都銀行 精華町支店

The Bank of Kyoto, Seika-cho branch

Account number: 3947259

Account holder's name: 学校法人同志社同志社国際学院ガクドウシシヤドウシシヤコン
Gakkouhoujin Doshisha, Doshisha Kokusai Gakuin

Reference number: 302 (Please make sure to write the reference number 302 in the sender space on the bank transfer form.)

Step 4: Tuition & Education enrichment Fee 2016-2017

The tuition fee will be deducted directly from a bank account. The tuition fee will be deducted three times a year: the 1st month of each trimester.

2016-2017 Academic fees

		Elementary Grade 1 - 5	Middle Grade 6 - 8	High Grade 9 - 12
Academic fees	Tuition	¥1,400,000	¥1,550,000	¥1,700,000
	Education enrichment fee	¥150,000	¥150,000	¥150,000
Total for the year		¥1,550,000	¥1,700,000	¥1,850,000

***For other fees not included in the academic fees please see the school website.