

Kyushu Lutheran International School, Primary School Division

Admission Guidelines

Examination for transfer students, 2025

Educational objectives

First, we further promote students' character education based on the spirit of Christian and provide character education that willingly serves God and others.

Second, we will organize classes that consist of not only Japanese students but also of increasing number of non-Japanese students. Then we cultivate international citizens who can understand diverse cultures and respect diversity.

Third, we develop human resources who can commit to contributing to a global society and have a spirit of inquiry, knowledge, the ability to think logically, and transmit information. We also develop students who keep on challenging difficulties.

Fourth, we will organize small-sized classes in which the independence of each student is respected and foster a positive attitude for working on difficult tasks.

Three policies

Diploma Policy "What should students acquire upon graduation?"

1. Children will have an increased sense of curiosity and self-awareness, and be inclined to explore and embrace challenges.
2. Children will cultivate a sense of gratitude towards others and gain a proactive sense of service toward their surroundings in order to build a better society.
3. Children will gain a respect for diversity of various cultures and languages, also have excellent communication skills and global leadership.

Curriculum Policy

1. The educational program looks to foster curiosity, exploration, and in-depth learning about problem solving.
2. The bilingual education program aims to develop the ability to understand others' way of thinking and convey one's own thoughts confidently in both English and Japanese.
3. The educational program aims to instill respect for cultural and linguistic diversity, as well as develops global leadership.
4. The educational program aims to cultivate the necessary ICT skills for gathering information in the fast-paced digital age, while also promoting a balanced understanding of information literacy.

Admission Policy "What are our admission expectations for students?"

1. Children who can take responsibility for their actions and act with consideration and appreciation towards others.
2. Children who have curiosity and a willingness to learn collaboratively with others.
3. Families are expected to understand the educational policies of the school and collaborate with the school to support their children's growth.

Examination for transfer students,2025

1. Eligibility Criteria for Application

Our school is recruiting newly admitted students who meet the following application criteria:

- (1) Applicants who show understanding of the ethics of Christian education at the school.
- (2) Applicants who agree with the school's educational objectives and three policies.
- (3) The grades for which applicants may apply are as follows.
 - i. Second-grade students must have been born between April 2, 2017, and April 1, 2018.
 - ii. Third-grade students must have been born between April 2, 2016, and April 1, 2017.
 - iii. Fourth-grade students must have been born between April 2, 2015 and April 1, 2016.
 - iv. Fifth-grade students must have been born between April 2, 2014 and April 1, 2015.
 - v. Sixth-grade students must have been born between April 2, 2013 and April 1, 2014.

2. Enrollment Capacity

- The maximum number of students per grade shall be 20.
- the new 5th and 6th grades will be combined into a multigrade class.

3. Admission Schedule

Period III

Examination Info Session	Application Period	Examination Date	Notification of Acceptance	Deadline for Enrollment
Conducted at any time	Jan 6, 2025 (Mon)~ Jan 17, 2024 (Fri)	Jan 25, 2025 (Sat)	Jan 29, 2025 (Wed)	Feb 14, 2025 (Fri) by 17:00

※Our schools may offer online admissions for applicants from abroad.

4. Application Method

- Please apply via our internet application system (F-REGI) on the school's website at <https://ps.kluther-gakuin.jp/en/>
- Entrance examination fee: 10,000 JPY
- Once paid, the entrance examination fee is non-refundable.

5. Entrance Examination

Interview		English test
Student	Parents only	Student
Interview in English (About 5 minutes)	Interview (About 10 minutes)	15 minutes

- (1) The interviews will be conducted in both Japanese and English, but questions and answers directed towards Japanese parents will be in Japanese.
- (2) Transfer students will take a listening and oral test in English that corresponds to their age-appropriate level.
- (3) If you live overseas, please inform us in advance.

6. Notification of Acceptance

- The result will be posted on the International School, Primary School Division's website at <https://ps.kluther-gakuin.jp/en/> for a certain period of time from the date of the announcement.
- We are unable to provide information regarding the result via phone inquiries or other means.

7. Enrollment Procedures

Notification of acceptance and the necessary documents for enrollment will be sent.

(1) Registration fee: 300,000 JPY

(2) Deadline for enrollment and registration fee payment will be stated in the documents.

*If the enrollment procedures are not completed by the payment deadline, it will be considered as declining enrollment.

(In the event that there is an alternate applicant, the alternate applicant may be moved up in rank.)

(3) Payment method: Bank transfer

8. Tuition and Fees

(1) Tuition fee (annually) 950,000 JPY *

(2) Educational enhancement fee (annually) 100,000 JPY

(3) Facility fee (annually) 100,000 JPY

(4) Other expenses (details will be announced on enrollment day for new students)

* Note: In the case of siblings enrolling, 10% discount will be applied to the tuition fee, educational enhancement fee and facility fee from the second child onwards.

9. Enrollment Day for new students

- Information session for incoming students will be held on the morning of Saturday, February 22, 2025
- For uniform measurements, we will schedule a date to come to the school before the enrolment day.
- Details of enrollment day will be announced later.

Internet application guide

1. Terms of Use

Kyushu Lutheran International School
Primary School Division Kyushu Lutheran International School, Primary School Division Fee Payment Site

1 Terms of Use 2 E-mail Sent 3 Applicant Details 4 Application Details 5 Payment Mode 6 Confirmation 7 Application Completed


Kyushu Lutheran International School, Primary School Division Fee Payment Site - Terms of Use

Please read the following terms of use.
After acknowledging all the contents, enter your e-mail address, check "I agree to the Terms of Use.", and click "Send e-mail".

1. Service Provider of the Fee Payment Site

Name of Payment Service Provider	F-REGI Co., Ltd. (F-REGI Payment)
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2. Payment Method

Accepted credit cards (The credit card holder must be the same as the applicant or a family member.)	 VISA, Mastercard, JCB, AmericanExpress, DinersClub
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3. Fees

Users of this system shall pay the following system fees in accordance with the total amount of admissions examination fees.
The School will not issue a receipt.

Admissions Examination Fee	System Fee
10,000 yen	456 yen

4. Handling of Personal Information

The personal information entered in this system will be used for the purposes of admissions examinations at Kyushu Lutheran International School, Primary School Division Fee Payment Site. Personal information will not be used for any other purposes.
For the privacy policy of F-REGI Co., Ltd., please click on the following link: [F-REGI Privacy Policy \(Japanese version only\)](#)
As a Payment Service Provider, we have a wealth of knowledge and experience.
We provide high security service, including acquisition of privacy marks and compliance with the global security standard "PCIDSS".
The application information and credit card information you enter on the site is protected by encryption by SSL.

5. Disclaimer

F-REGI Co., Ltd. will not be responsible for undelivered and wrongly delivered e-mails, as well as late delivery, rejection of delivery, or any other problems with the delivery of e-mails due to the user's failure to enter the correct e-mail address, use of undecipherable characters, etc.
F-REGI Co., Ltd. will not be responsible for the failure of the system due to natural or other disasters, power outages, bad telephone circuitry, and other unavoidable reasons.

6. Application Period

Data entry can be performed during the application periods of each examination.

Enter Your E-mail Address to Start Your Application.

An e-mail will be sent to the address you enter.
*If you have restricted messages to authorized domains, please register "@f-regi.com", "contact-ps@klc.ac.jp" to your list.

E-mail address	<input type="text" value="info@f-regi.com"/> ①
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② I agree to the above terms and conditions.

③

- ① Enter your contact e-mail
- ② Check the box to agree to the terms of use.
- ③ Press the button to start the application process.

2. E-mail Sent

After the e-mail is sent, you will see this page.

No action is required. Please close the page and check your e-mail .

Kyushu Lutheran International School
Primary School Division Kyushu Lutheran International School, Primary School Division Fee Payment Site

1 Terms of Use	2 E-mail Sent	3 Applicant Details	4 Application Details	5 Payment Mode	6 Confirmation	7 Application Completed
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E-mail Sent

An e-mail has been sent to the following address.
Please visit the link provided in the e-mail and complete your request and payment within 3 hours.

Your e-mail address xxxx@xx.com

If you don't receive an e-mail within a few minutes, please check the following:

1. The e-mail address you entered is incorrect.
2. The e-mail has been filtered as spam. Please check your spam folder.
3. Your mail box is full. Please delete unnecessary e-mails and send the e-mail again.
4. You have restricted messages to authorized domains. Please register "info@f-regi.com" to your list.


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You will receive an e-mail from "info@pay.f-regi.com".

[Kyushu Lutheran International School, Primary School Division Fee Payment Site] Internet Application Start URL

TO: XXXX@XXXX.com

Your Internet Application Start URL is as follows.

<https://pay.f-regi.com/fctest/klis/admission/start/60d9113e427c4fda1144e46dd005c5c148155816> ④

Please visit the above URL, read the instructions carefully, enter the details, and proceed with the request.
The above link is only valid for 3 hours.
If the URL expires, please restart your application. Enter your e-mail address in the first page, receive another e-mail with a new URL, and proceed with your request.

Note
Admission examination fees paid into this system will not be reimbursed for any reason.

For inquiries concerning admission examinations, please contact Kyushu Lutheran International School, Primary School Division.

Kyushu Lutheran International School, Primary School Division TEL : 096-377-8999 (From Japan)
+81-96-377-8999 (From outside Japan)
MAIL : contact-ps@klc.ac.jp

This e-mail has been created and sent automatically by "F-REGI Payment".
Please note that your message will not be read if you reply to this e-mail.

If you are unclear of the origin of this e-mail or are not the designated recipient of the e-mail, please contact us at the address below.

④ Access the URL to move to the application page.

3. Applicant Details

Kyushu Lutheran International School
Primary School Division Kyushu Lutheran International School, Primary School Division Fee Payment Site

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Grade

Please select the grade you are applying for.

As needed (Transfer students)

Grade	Application Period	Exam date
<input checked="" type="radio"/> 2nd grade	Wednesday, 8th May-Monday, 31st March	To be indicated on the Examinee Card
<input type="radio"/> 3rd grade		
<input type="radio"/> 4th grade		
<input type="radio"/> 5th grade		
<input type="radio"/> 6th grade		

Clear

Applicant Details

* = Mandatory field

Name in English *	Family name TEST	First name KLUTHER	Middle name e.g. J *if applicable
Name in Chinese (if applicable)	Family name (姓) TEST	First name (名) KLUTHER	
Gender *	<input type="radio"/> Male <input type="radio"/> Female		
Nationality *	If you select 'Other', please enter the country name. Japan		Country Country name
Date of birth (YYYY/MM/DD) *	2014 / 6 / 17		
Age *	Automatically calculated based on the date of birth you entered. 9 years old		


⑤ Choose the grade for which you are applying.

Photograph

To upload the applicant's photo for an entrance examination card.

ファイルの選択 ファイルが選択されていません ⑥

*File format: JPG or PNG



Upload the applicant's photo.


The operating procedure for uploading a photograph is as follows.

- Use the camera function to take a photo or select an image from the photo library.
- Adjust the photo according to the contour guide lines using the following operations.
 - Drag the photo to adjust its position.
 - Zoom in or out using the slider below the photo or pinch in or out.
 - Rotate the photo left or right using the button below the photo.
- Upon adjustments, press the "To trim" button.

*If you want to change the adjustment after pressing the "to trim" button, you will need to start over from the beginning.


■ Please note:

Good example



Only include the applicant.
Plain background (white, light blue, gray, etc.)
Taken within the last 3 months.

Bad example



Wearing hats, sunglasses, mask, etc.
Eyes covered by hair, eyes closed
Face is not in the middle, head is cut off
Too dark or too bright

*Your application will not be processed if the uploaded image is unclear.

Applicant current address

Postal Code *	<input type="text" value="8608520"/>	<input type="button" value="Search for address"/>
<p>* There is no need to enter a hyphen. (xxxxxxx)</p> <p>* The "Search for address" function is only available for Japan postal codes.</p> <p>* If your address is overseas, enter "9999999" and provide your postal code in the "Address" field.</p>		
Address *	<input type="text" value="熊本市中央区扇製3-12"/>	
Country *	If you select "Other", please enter the country name. <input type="text" value="Taiwan"/>	Country <input type="text" value="Country name"/>

Address after enrollment

Address after enrollment *	<input type="radio"/> Same as applicant current address <input type="radio"/> Scheduled to move <input checked="" type="radio"/> Not decided yet	
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Guardians information

Name in English *	Family name <input type="text" value="TEST"/>	First name <input type="text" value="KLUTHER"/>	Middle name <input type="text" value="e.g. H"/> <small>*if applicable</small>
Name in Chinese (if applicable)	Family name (姓) <input type="text" value="TEST"/>	First name (名) <input type="text" value="KLUTHER"/>	
Relationship *	<input type="text" value="Father"/>		
Contact number *	<input type="text" value="0963433111"/> <small>* Include hyphens between numbers (xx-xxxx-xxxx).</small>		
Emergency contact number *	<input type="text" value="0906666666"/> <small>* Include hyphens between numbers (xx-xxxx-xxxx).</small>		
Contact	contact-ps@klo.ac.jp		

Application Details ⑦

⑥ Upload the applicant's photo for an entrance examination.

⑦ Press the button to move to the Application Details.

4. Application Details

Application Details	
Reason for applying etc	
Mother tongue *	English
English skills *	Native
Existence of overseas residence except Japan *	None
Alma mater or School currently attending *	ルーテル幼稚園
Reason for applying (400 to 600 words) *	<div style="border: 1px solid gray; padding: 5px; min-height: 40px;"></div>
Applicant's Comments (400 to 600 words) *	<div style="border: 1px solid gray; padding: 5px; min-height: 40px;"></div>

Next ⑧

⑧ Press the button to move to the payment.

5. Payment


Payment	
* = Mandatory field	
Credit Card Information	
Accepted credit cards (The credit card holder must be the same as the applicant or a family member.)	
Card Number *	<input type="text" value="XXXX"/> - <input type="text" value="XXXX"/> - <input type="text" value="XXXX"/> - <input type="text" value="XXXX"/> <small>* In the case of American Express, please ignore the hyphens and enter the card number in a 4-4-4-3 digit format, left aligned. * In the case of Diners Club, please ignore the hyphens and enter the card number in a 4-4-4-2 digit format, left aligned.</small>
Expiry date *	-- ▼ Month / -- ▼ Year
Cardholder's name *	<input type="text" value="e.g. ICHIRO KUMAMOTO"/> <small>* Please enter the name exactly as it appears on the credit card (half-width characters).</small>
Security code *	<input type="text" value="XXX"/> <small>* Please enter the 3-digit security code on the back of the card. (On some cards, it may be a 4-digit number of the top right or left on the front.)</small>

*Clicking the "Confirm" button will not complete payment.

Confirm ⑨

⑨ Press the button to move to the confirmation page.

6. Confirmation



Kyushu Lutheran International School
Primary School Division

Kyushu Lutheran International School, Primary School Division Fee Payment Site

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Application Completed

Payment

Payment Items	Amount
As needed (Transfer students) 4th grade	10,000 yen
System Fees	456 yen
Total : 10,456 yen	

Applicant Information

Name in English	TEST KLUTHER	
Name in Chinese		
Gender	Male	
Nationality	Japan	
Date of birth	2014/6/17	
Age	8 years old	

Applicant current address

Postal Code	8808520
Address	熊本中央区黒髪3-12
Country	Taiwan

Address after enrollment

Address after enrollment	Not decided yet
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Guardian Information

Name in English	TEST KLUTHER
Name in Chinese	
Relationship	Father
Contact number	0963433111
Emergency contact number	0966666666
Contact	contact-ps@kls.ac.jp

Application Data Entry

Mother tongue	English
English skills	Native
Existence of overseas residence except Japan	None
Alma mater or School currently attending	ルーツ幼稚園
Reason for applying	<div style="border: 1px solid #ccc; height: 20px; width: 100%;"></div>
Applicant's Comments	<div style="border: 1px solid #ccc; height: 20px; width: 100%;"></div>

Payment

Card number	4800 - **** - **** - 1111
Expiry date	07 Month / 28 Year
Cardholder's name	KLUTHER TEST
Security code	***

<Caution>
Please be aware that your payment will be made at the same time you click the "Submit" button.
The entrance examination fee is not refundable for any reasons once it is paid.

Submit

⑩

⑩ Press the button to submit your application.

7. Application Completed

This page is a confirmation page. No action is required.


Please close the page and check your e-mails.

Kyushu Lutheran International School
Primary School Division Kyushu Lutheran International School, Primary School Division Fee Payment Site

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Payment

Your Kyushu Lutheran International School, Primary School Division Admission examination fees payment is complete.
Thank you for using the Kyushu Lutheran International School, Primary School Division Fee Payment Site. A confirmation e-mail has been sent to you.


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You should have received this e-mail from "info@pay.f-regi.com".

[Kyushu Lutheran International School, Primary School Division Fee Payment Site] Your Internet Application Payment is Complete

To: XXXXX

Your Kyushu Lutheran International School, Primary School Division application payment is complete.

Receipt number: 2024050319505288760
Amount: 10,456yen

////////////////////////////////////

<Applicant Information>
Name in English: XXXX XXXX
Name in Chinese:
Gender: Female
Nationality: Japan
Date of Birth: 2014/6/17
Age: 9 years old

<Applicant current address>
Postal Code: 8608520
Address: 3-12-16, Kurokami, Chuo-ku, Kumamoto, Kumamoto
Country: Japan

<Address after enrollment>
Address after enrollment: Same as applicant current address Postal Code: 8608520
Address: 3-12-16, Kurokami, Chuo-ku, Kumamoto, Kumamoto

<Guardian Information>
Name in English: TEST KLUTHER
Name in Chinese:
Relationship: Father



Kyushu Lutheran International School, Primary School Division

3-12-16, Kurokami, Chuo-ku, Kumamoto, Kumamoto, Japan

Phone : +81 96 377 8999 E-mail : contact-ps@klc.ac.jp

< Access >

Scan QR code to open Google Map

