Entry Example: Pupils' Club Application Form (Front)

Electronic Application Form
(FY2024 Pupils' Club Application Form)

Pupils' Club Application Form

> Enter the application date in the Western calendar.

Date: **2024 / MM / DD**
(YYYY/MM/DD)

> Enter your address on the application date.
> If there are any changes to application details after you apply, such as address, promptly submit a Notice of Change in Application Items.
> If you have a non-Minato City address as of the application date and plan to move into Minato City as of April 2024, you must submit a copy of your rental contract or sales contract.

> Make sure to write your apartment name and room number if applicable

Applicant Address 〒 **123－4567**
Apt. 101, Sunrise Tower, 1-2-3 Shiba Koen, Minato-ku

Name **Taro Minato**

> Enter a phone number where you can be reached during the day for any inquiries regarding the application.

Tel. No. **03-1212-3434**

...with the provisions of Article 7 of the Minato City After-School Club Ordinance, I am applying as follows, along w... ...uments, to receive approval to enroll my child in a Pupils' Club.
...order to confirm my need for use of the Pupils' Club, I agree that Minto City may use public records to confirm... ...Minato City has regarding the child's parents/guardians and other members of the same household.

> Enter date of birth in the Western calendar

Child	Furigana	みなと　はなこ	Date of Birth	**2016 / 5 / 1** (YYYY/MM/DD)
	Name	**Hanako Minato**		
	School	**Minato Sakura** Elementary School		**2** Grade (as of April 2024)

> Do not forget to also enter furigana.

> Indicate if the child attends a special needs classroom or receives special needs support while attending regular classes at a Minato City elementary school

Furigana / Name	Relation	Notes
みなと　はなこ **Hanako Minato**	Child Himself/ Herself	**Attends special needs classes (AAA Room)**
みなと　たろう **Taro Minato**	**Father**	
みなと　さきこ **Sakiko Minato**	**Mother**	
みなと　いちろう **Ichiro Minato**	**Older brother**	**Enrolled in Minatogaoka Gakuen JHS 2nd grade Physical disability certificate grade 4**
みなと　じろう **Jiro Minato**	**Younger brother**	**Enrolled in Sakura Daiichi Nursery**
みなと　ともこ **Tomoko Minato**	**Grand-mother**	

Family Situation (fill in for all family members)

> Enter the school and grade of children living with you as of April 2024.
> If a child living with you has a disability, write it here and submit a copy of their disability certificate.

> Circle the applicable reason

Need for Use of Pupils' Club

Applicant's Reason	Spouse's Reason
(1) Work (2) Childbirth (3) Illness	(1) Work (2) Childbirth (3) Illness
(4) Disability (5) Caregiving/Nursing	(4) Disability (5) Caregiving/Nursing
(6) Seeking work (7) Attending school	(6) Seeking work (7) Attending school
(8) Childcare leave (9) Disaster	(8) Childcare leave (9) Disaster
(10) Other ( )	(10) Other ( )

Desired Pupils' Club	1st Choice	**Hoka GO→ Pupils' Club Minato**	2nd Choice	**Sakura Children's Hall Pupils' Club**

Desired Usage Days	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.	Notes
	○	○		○	○		**Will only use pupils' club on Thursday during summer vacation**

> Circle all days of the week you wish to use the Pupils' Club (if your desired days differ between school days and long-term holidays, then circle all the days you wish to use the Pupils' Club and then add a note)

> Refer to the list of Pupils' Clubs and enter the Pupils' Club you wish to enroll your child in

Entry Example: Pupils' Club Application Form (Back)

> In the parenthesis, enter your relationship with the child, not your name.

	Applicant (**Father**)	Spouse (**Mother**)
(Relationship with child)		
Date of Birth (YYYY/MM/DD)	**1989 / 10 / 10**	**1992 / 8 / 21**
Name of workplace	**Minato Bank, Sagami Chuo Branch**	**Minato Trading Company, Inc.**
Job type or content	**Loan affairs**	**Reception**
Location	**1-1-1 Chuo, Sagamihara City**	**2F, 3-4 Kita Azabu, Minato-ku**
Commuting time (one way)	**90** min.	**30** min.
Workplace tel. no.	**042-121-111** ext. (**2233**)	**03-2233-0001** ext. (**234**)
Working hours *including breaks	AM/(PM) **8:30** ~ AM/(PM) **5:30**	AM/PM ~ AM/PM
If engaged in irregular work		**(1) 8:30 AM to 4:00 PM (Mon / Wed / Fri)** **(2) 1:00 PM to 6:00 PM (Tue / Thu / Sat)**
	Saturday, Sunday, holidays	**2nd/4th Saturdays, Sundays, holidays**

> Enter date of birth in the Western calendar

(Left margin vertical labels: Out-of-Home Work / Self-Employed / Job Office / School)

	Applicant	Spouse
	(Level/Degree) / No	Yes (Level/Degree) / No
	(Relation)	(Relation)
	(Level/Degree) / No	Yes (
hospital/facility		
Are you receiving public welfare assistance?	Yes / No	

> List information for the parent/guardian who has lived in Minato City for the longest period of time (as of April 2024)

Period during which the parent/guardian has continuously resided in Minato City (as of April 2024): **10** years **3** months
*If you were registered as a resident outside Minato City due to the City Re-Development Project, the period prior to your temporary move and the period during the temporary more are also included in your period of residence.

Child's Information

Gender	Male /(Female)	Name of Pupils' Club currently enrolled in	Hoka GO→ Pupils' Club Minato
Does the child have a disability?	(Yes) / No	Regardless of whether or not the child has a disability, please submit a Living Situation Survey if the child requires special accommodations.	
Does the child have any allergies?	(Yes) / No	If yes, an individual interview will be conducted with you and you will be asked to submit a school life guidance sheet (for the child's allergies) at a later date.	

> If your child has an allergy, then have a copy of the School Life Management Guidance Sheet (for Allergic Diseases) ready and wait to be contacted by the Pupils' Club.

Confirmation items (please check the following and mark with a ✓ check mark)
- ✓ Child is note registered for direct general visits to a Children's Hall (if they are registered submitted to the Pupils' Club at the Children's Hall where they are registered.)
- ✓ If there are any changes to the details in the application, such as to address or place of Notice of Change in Application Items will be submitted.

Notes

[For use by Minato City]

Receipt Number	Date of Receipt (YYYY/MM/DD)	Receiving Facility		Section in Charge			Selection Results
		Individual in charge	Facility Director	Chief	Director	Deputy Director	
							Approved / Not Approved / 2nd Choice
							Approved / Not Approved