

2026 Licensed Nursery School Application Confirmation Form

***Please read the confirmation items, check all that are applicable, and sign on the other side.**

Certification and Enrollment Applications		
1	We read the "Nursery School Enrollment Guide" before applying, and made sure to understand the content.	☐
2	We have gathered all documents required for enrollment application before submitting them. There are no falsehoods in the content (applications will be invalid in the event that falsehoods are discovered).	☐
3	Enrollment application was made only after checking that we fall under the reasons for requiring childcare.	☐
4	The desired nursery school was determined in order of preference for attendance, irrespective of the vacancy status, after thoroughly considering the distance and time from home to the nursery school.	☐
5	If there are any changes to work or family composition, or other application details after application, we will promptly contact the responsible Regional City Office and will submit the necessary documents (We understand that if not submitted by the deadline it will not be reflected in the total index).	☐
6	If our resident tax information cannot be confirmed, it may disadvantage our priority ranking under the Minato City childcare utilization adjustment criteria. (If resident tax has not been declared, declaration is necessary.)	☐
7	There may be confirmations with guardians or workplaces by telephone or home visit regarding the content of submission documents.	☐
8	If changes to the content of the application are discovered after placement or enrollment decision, the placement or enrollment decision may be cancelled.	☐
9	If the need for childcare ceases after application we will promptly submit a Nursery School Application Withdrawal Form.	☐
10	If the guardian circumstances are unclear from submitted documents and additional documents are requested, we will submit them by the designated deadline.	☐
11	The application form is valid until the end of the fiscal year containing the desired enrollment month. However, in the case of job seeking, childbirth, or school attendance, the validity is limited to the certification period. If we continue to desire enrollment from April of the following fiscal year, we will need to reapply.	☐
12	If simultaneously applying for enrollment for January to March 2025 and April 2026, and placement/enrollment is made in January to March 2025, April 2026 enrollment will not be subject to utilization adjustment. (excluding home-visit childcare services for children on waiting lists).	☐
Utilization Adjustment		
13	The index is decided at the utilization adjustment meeting.	☐
14	We understand that, based on the Minato City childcare utilization adjustment criteria, placement offers are made to applicants with higher total household indexes, in order, for nursery schools with available vacancies.	☐
15	If we receive enrollment placement, the enrollment month cannot be changed.	☐
16	If the doctor's health checkup and nursery school interview are not completed by the end of the month before the month of enrollment, the placement will be cancelled.	☐
17	If we wish to decline the placement, we will submit a Placement Decline Form within the designated period. If a first preference nursery school is declined, or a Placement Decline Form is submitted after the deadline, no waitlist notice will be issued.	☐
18	If not placed, a waitlist notice will be sent only for the initial application period. During the validity period of the application, it will be subject to the adjustment meeting.	☐
19	Utilization adjustment may be carried out for children with issues such as disabilities, illnesses, or developmental delays, etc., depending on the situation at the applied for nursery school. <u>Failure to declare the above at the time of application may result in cancellation of placement if discovered afterward.</u>	☐
After Enrollment		
20	If there are changes to certification content, refer to the leaflet distributed after enrollment and contact the responsible Regional City Office or nursery school and submit the "Application to Change Application for Certification of Children's Education and Childcare Benefits" along with the necessary documents.	☐
21	If no longer falling under the reasons requiring childcare, this will be deemed a withdrawal.	☐
22	The submission of a Current Status Report is required once per year to confirm the reason for requiring childcare. The City will notify you of the submission method. Be sure to submit any necessary documents by the deadline. If the reason for requiring childcare cannot be confirmed, use of the nursery school will no longer be possible.	☐
23	If the resident tax declaration or related documents required to determine the household category are not submitted by the deadline specified by the City, the category will be determined at the highest level.	☐
24	The categories are determined based on the municipal resident tax income portion, so even those without income must submit a municipal resident tax declaration.	☐
25	The enrollment period when "job seeking" is the certified reason shall be for up to three months. If documents such as an employment certificate are not submitted during this period, it shall be deemed a withdrawal. The enrollment period when "childbirth" is the certified reason shall be from two months prior to the scheduled birth month (4 months in the case of multiple births) to the end of the month containing the 57th day from the next day of birth. The enrollment period when "school attendance" is the certified reason shall be until the end of the period of school attendance (graduation).	☐
26	We understand that falling under any of the following will be deemed withdrawal. (1) When enrolled in a kindergarten, international school or company childcare service, etc. (2) When becoming able to provide childcare at home due to retirement, etc. (3) When moving out of Minato City and having no workplace within Minato City (4) When absent from the nursery school for more than 3 months (However, this shall not apply to illness or injury of the enrolled child, or the birth of a younger sibling) (5) When one of the guardians takes childcare leave again to take care of the applicant child from the start of the month until the end of the months	☐
27	Continued enrollment after moving out of the City is only possible when either guardian has a workplace in Minato City, and when application is made from the municipality of the move-out, during the month of moving out (however, it will not be possible to continue during childcare leave, job seeking, job offer, and home-visit childcare services). If there is no workplace in Minato City, it will be deemed a withdrawal at the end of the month of moving out.	☐
28	We will certainly pay the extended childcare fees by the designated deadline when utilizing extended childcare.	☐

Continued on other side. Also, please be sure to fill in the date and sign.

Please read if there are pre-school siblings of the applicant child (Check if applicable)		
Please check those that apply with respect to siblings.		
1	(1) A sibling is enrolled or scheduled to enroll in kindergarten (Scheduled month of enrollment: _____)	☐
	(2) A sibling is currently enrolled in nursery school, but is scheduled to enroll in kindergarten (Scheduled months of enrollment: _____)	☐
	(3) Neither (1) nor (2) (Planning to continue nursery school enrollment or apply for simultaneous enrollment of siblings.	☐
2	If siblings that are currently enrolled in a licensed nursery school are scheduled to enroll in kindergarten (including scheduled to engage in the procedure), please notify at the time of application. If there is no notification and the enrolled child withdraws before the enrollment of the placed child, the placement of the child will be cancelled prior to enrollment.	☐
3	In the case of the simultaneous placement of siblings, if even one declines placement, the placement for children that did not decline placement will also be cancelled.	☐

Please fill in the following only if you have applied for home-visit childcare services for children on waiting lists. (Check if applicable) *Even if you have checked here, if home-visit childcare services is not included in the application form it will not be subject to utilization adjustment.		
1	Utilization adjustment for this service is only carried out for those that meet the usage requirements. This is not a guarantee of enrollment into this service.	☐
2	This service is eligible for children who applied for one or more desired nursery schools (licensed nursery schools, excluding home-visit childcare services for children on waiting lists) but did not receive placement. Applications for this service only are not valid.	☐
3	If we still desire to enroll in a licensed nursery school from April of the following fiscal year after the start of utilization of this service, procedures for re-enrollment will be necessary. *If there is no application for licensed nursery school in April of the following fiscal year after the start of utilization of this service, this service will end at the end of this fiscal year (End of March).	☐
4	If placement is received at a licensed nursery school (excluding home-visit childcare service for children on waiting lists) after the start of utilization of this service, the service will end and enrollment will start from the first day of the following month with the placed nursery school.	☐
5	If placement in a licensed nursery school (excluding home-visit childcare services for children on waiting lists) is declined and placement is cancelled, the application for this service shall be invalidated. Also, if this service is being used, use will cease.	☐
6	At the time of application, there is a home environment in which the babysitter can provide the child with 1-on-1 childcare (environment completely separated from guardians). *Childcare cannot be provided if the guardian and child are in the same room or if guardians will see the children during childcare.	☐
7	We have applied with an understanding of the following three points with respect to babysitters. (1) In some cases, several babysitters per day may provide childcare on rotation. (2) It is not possible to designate a babysitter. (3) Daily childcare is entrusted to the babysitter. We understand that we cannot request services such as pick-up/drop-off or walks when applying.	☐
8	If the father or mother take childcare leave (excluding childcare leave for childbirth (paternity leave)), the service shall end on the day before the start of childcare leave.	☐
9	Read the "Home-Visit Childcare Service for Children on Waiting Lists Guide" and understand its content.	☐

Please fill in if applying under the Childcare Leave Return Enrollment Reservation System (only check if applicable)		
1	If the planned number of places are exceeded by people with the same index, enrollees will be decided by lottery.	☐
2	Applied after confirming that the employment certificate describes return to work on after the day before the child's first birthday and within the month of birth.	☐
3	If we do not consent, and would like to advance the scheduled return to work and change the desired enrollment month, apply at the responsible Regional City Office.	☐
4	We did not apply for April 2026 enrollment.	☐
5	If my child is enrolled in a licensed nursery school through the Childcare Leave Return Enrollment Reservation System, I will return to work after the day before the child's first birthday and within the month of enrollment. As proof, I will submit a return-to-work certificate within two weeks of resuming work. *If the child is born on the first and applying for enrollment reservation in the month prior to the birth month, it is necessary to return to work before the first birthday.	☐

Please fill in if applying during childcare leave (Only check if applicable)		
Do you want the application of adjustment index "17"? (Check if applicable)		
☐ No / ☐ Yes (-40 points will be applied)		Adjustment index "17": A household that can extend childcare leave if it is not possible to enroll their child in a licensed nursery school of their choice (-40 points) *Even if applied, placement may be granted if there are vacancies in the desired nursery school. *If there is an entry here, 40 points will be deducted, regardless of the content of item 16 of the employment certificate.

Both guardians have confirmed all items of this form and hereby agree.

YYYYMMDD

Guardian Signatures Father _____ Mother _____

Form 3 (Related to Article 6)

Return-to-Work Consent Form (Please fill in if scheduled to return to work from childcare leave or other leave)

***Please read all items, check the boxes, and sign to indicate your consent.**

No.	Consent Items	
1	If enrolled in a licensed nursery school, I agree to return to work within the month of enrollment and in proof of this, will submit a return-to-work certificate <u>within 2 weeks of the return-to-work date</u> .	☐
2	I agree that if I do not return to work at the scheduled return-to-work workplace, placement will be cancelled.	☐
3	I agree that if I do not return to work under the conditions at the time of application that the placement will be canceled and my child will be <u>withdrawn from the nursery school</u> .	☐
4	I agree that the index will be determined based on my working hours after returning to work in cases where I use the short-time work system for child-rearing for more than two hours per day, my working hours after using this system fall below six hours per day, or I work a <u>reduced number of days after returning to work</u> .	☐
5	I agree that if I re-take childcare leave for the applicant child from the beginning to the end of the month after return to work, this will be <u>deemed withdrawal</u> .	☐
Returning workplace _____ Name (Signed by the guardian scheduled to return to work) _____ Return-to-work date: (_____) Working hours after return: Monthly (_____ days) , Daily (_____ hours)		