

Kyushu Lutheran International Primary School

Admission Guidelines

**Examination for New and Transfer Students
2027 Academic Year**

Application Guidelines for Transfer and Mid-Program Entry Students
for the 2026 Academic Year

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 newly admitted students, 2027

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) Applicants who meet the following grade-specific age requirements (based on date of birth) established by the school.

Grade	Grade Level and Age Requirements
Grade 1	Applicants born between April 2, 2020 and April 1, 2021
	For applicants of non-Japanese nationality, those born on or before September 1, 2021 are also eligible.
Grade 2	Applicants born between April 2, 2019, and April 1, 2020
Grade 3	Applicants born between April 2, 2018, and April 1, 2019
Grade 4	Applicants born between April 2, 2017, and April 1, 2018
Grade 5	Applicants born between April 2, 2016, and April 1, 2017
Grade 6	Applicants born between April 2, 2015, and April 1, 2016

Applicants wishing to transfer or be admitted mid-program for the 2026 academic year must apply based on their current grade level.

2. Enrollment Capacity

We accept up to 20 students per grade level.

Please note that for applicants who have followed an overseas curriculum, a review of the appropriate grade placement may be required after the admission decision.

3. Admission Schedule

	Information session	Application Period:	Exam Date	Result Announcement	Enrollment Deadline
First Session	Sat, Jun 20, 2026	Mon, Jun 22 – Fri, Jul 3	Sat, Jul 11	Wed, Jul 22	Fri, Jul 31 by 17:00.
Second Session	Sat, Aug 29, 2026	Mon, Aug 31 – Fri, Sep 4	Sat, Sep 12	Thu, Sep 24	Wed, Sep 30 by 17:00.
Third Session	Fri, Nov 20, 2026	Tue, Nov 24 – Fri, Dec 4	Sat, Dec 12	Wed, Dec 23	Fri, Jan 15, 2027 by 17:00.

- (1) All prospective students from any grade level, as well as their parents/guardians, may attend the admission information session.

※ If you wish to participate in the admission information session, please register in advance through the Elementary School

Website : <https://ps.kluther-gakuin.jp/>

※ The number of available seats and the number of successful applicants for the 1st, 2nd, and 3rd terms will not be disclosed.

(2) For applicants residing overseas, entrance examinations are conducted on an ongoing basis.

(3) Transfer and mid-program admission examinations for the 2026 academic year are conducted throughout the year. If you wish to apply, please contact the Elementary Division Office of the International School.

E-mail: contact-ps@klc.ac.jp

4. Application Method

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

5. Items to Bring for the Entrance Examination

- Please bring the examination admission ticket, which will be sent to you in advance by the school.
- The reception time and examination schedule for the test day will be indicated on the admission ticket.
- The entrance examination will be conducted for the applicant and one or two accompanying guardians.
- If any special accommodations are required for the examination, please inform the school in advance.

6. Entrance Examination.

Interview		English proficiency test
Student	Parents only	Student
15minutes		15minutes

(1) The interviews will be conducted in English to determine the candidate's ability to listen and speak English.

Questions and answers for Japanese parents will be given in Japanese or English, and questions and answers for non-Japanese parents will be given in English.

(2) The English proficiency test will be administered in English to assess age-appropriate vocabulary and listening skills.

(3) If you live overseas, please inform us in advance.

(4) Please inform us in advance if you wish to apply for transfer or mid-program admission for the 2026 academic year.

7. Notification of Acceptance

- The result will be posted on the Kyushu Lutheran School International Primary School Division's website at <https://ps.kluther-gakuin.jp/> 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.

8. 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

9. 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.

10. Enrollment Day and Entrance Ceremony for New Students

- Details of the enrollment day and the entrance ceremony will be announced at a later date.
- On the enrollment day, information will be provided regarding items to prepare for enrollment.
- For uniform measurements, a date to visit the school will be scheduled prior to the enrollment day.

Internet application guide

1. Terms of Use

Kyushu Lutheran International School

Primary School Division

Kyushu Lutheran International School, Primary School Division Fee Payment Site

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Terms of Use

E-mail Sent

Applicant Details

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Confirmation

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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)

2. Payment Method

Accepted credit cards
(The credit card holder must be the same as the applicant or a family member.)

VISA

Mastercard

JCB

American Express

Diners Club

VISA, Mastercard, JCB, AmericanExpress, DinersClub

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

info@f-regi.com

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☐

I agree to the above terms and conditions.

Send e-mail

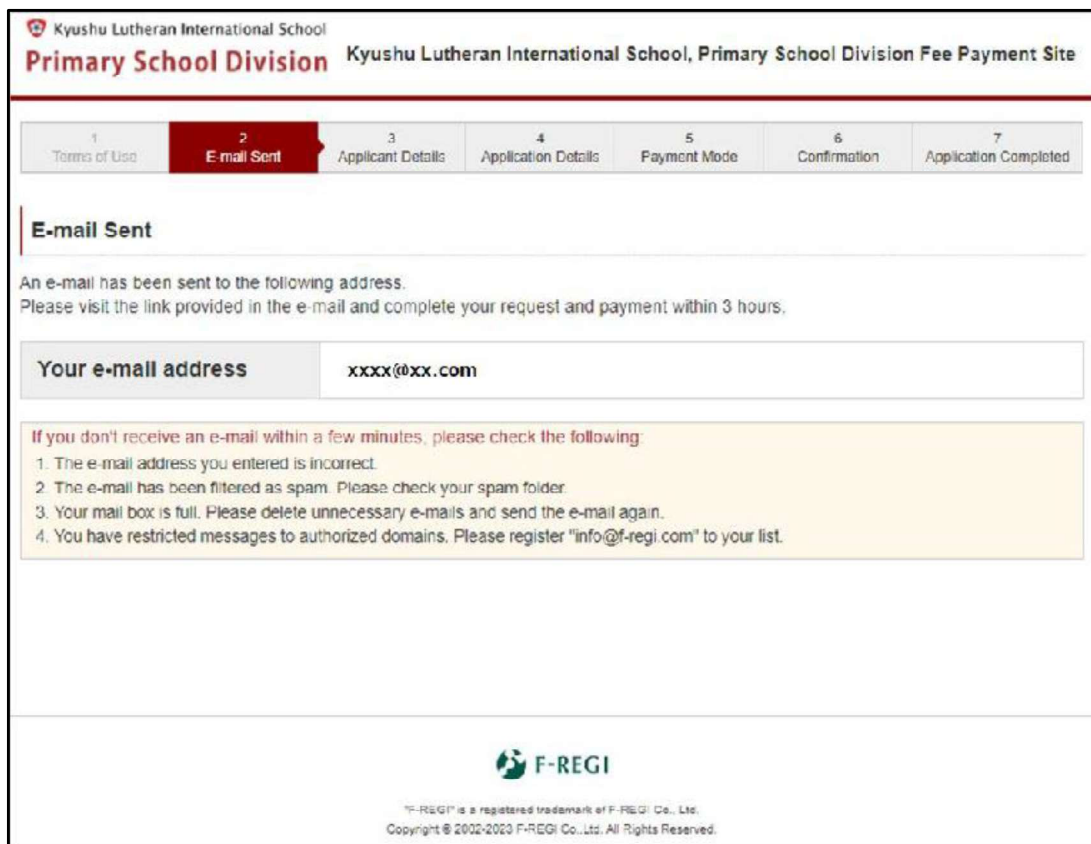
③

- 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

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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.

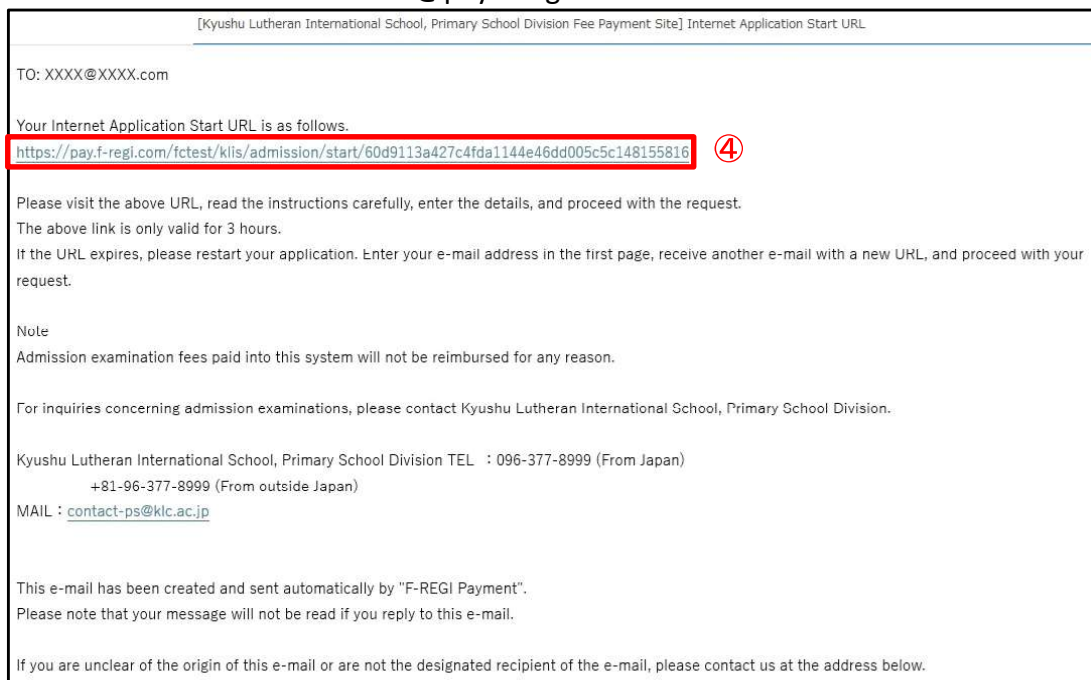
Your e-mail address	xxxx@xx.com
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If you don't receive an e-mail within a few minutes, please check the following:

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/60d9113a427c4fda1144e46dd005c5c148155816> 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

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Grade

Please select the grade you are applying to:

Period I (Newly admitted students)

Grade	Application Period	Exam date
☐ 1st grade	20XX.XX.XX ~ 20XX.XX.XX	20XX.XX..XX

⑤

Period II (Newly admitted students)

Grade	Application Period	Exam date
☐ 1st grade	20XX.XX.XX ~ 20XX.XX.XX	20XX.XX..XX

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 *	☐ Male ☐ Female		
Nationality *	If you select "Other", please enter the country name. Japan		Country Country name
Date of birth (YYYY/MM/DD) *	20XX / X / X		
Age *	X years old Automatically calculated based on the date of birth you entered.		

⑤ Select the date of entrance examination.

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



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	✗ Bad example			
				
Only include the applicant. Plain background (white, light blue, gray, etc.) Taken within the last 3 months.	Wearing hats, sunglasses, masks, etc.	Eyes covered by hair, face 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 *	8608520 Search for address	* There is no need to enter a hyphen. (xxxxxxx) * The "Search for address" function is only available for Japan postal codes. * If your address is overseas, enter "9999999" and provide your postal code in the "Address" field.
Address *	熊本市中心区黒髪3-12	
Country *	If you select "Other", please enter the country name. Taiwan ▼	Country Country name

Address after enrollment

Address after enrollment *	☐ Same as applicant current address ☐ Scheduled to move ☒ Not decided yet
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Guardians information

Name in English *	Family name TEST	First name KLUTHER	Middle name e.g. H *if applicable
Name in Chinese (if applicable)	Family name (姓) TEST	First name (名) KLUTHER	
Relationship *	Father ▼		
Contact number *	0963433111 * Include hyphens between numbers (xx-xxxx-xxxx).		
Emergency contact number *	0906666666 * Include hyphens between numbers (xx-xxxx-xxxx).		
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) *	
Applicant's Comments (400 to 600 words) *	
Next	

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 *	XXXX - XXXX - XXXX - XXXX * 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.
Expiry date *	++ ▼ Month/ ++ ▼ Year
Cardholder's name *	e.g. ICHIRO KUMAMOTO * Please enter the name exactly as it appears on the credit card (half-width characters).
Security code *	XXX * 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.)
*Clicking the "Confirm" button will not complete payment.	
Confirm	

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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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	20XX/XX/XX	
Age	X years old	

Applicant current address

Postal Code	8808520
Address	熊本県中央区黒髪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	0983433111
Emergency contact number	0908888888
Contact	contact-ps@kls.as.jp

[Change Applicant Information](#)

Application Data Entry

Mother tongue	English
English skills	Native
Existence of overseas residence except Japan	None
Alma mater or School currently attending	儿——于儿幼稚園
Reason for applying	
Applicant's Comments	

[Change Application Data Entry](#)

Payment

Card number	4890 - **** - **** - 1111
Expiry date	07 Month / 28 Year
Cardholder's name	KLUTHER TEST
Security code	***

[Change Payment](#)

<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.


"F-REGI" is a registered trademark of F-REGI Co., Ltd.
Copyright © 2002-2024 F-REGI Co., Ltd. All Rights Reserved.

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

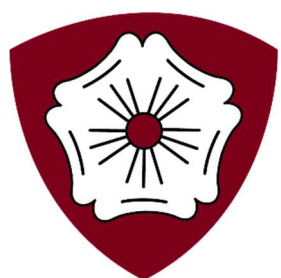
////////////////////////////////////

<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 Primary School

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

Phone : +81 96 377 8999

E-mail : contact-ps@klc.ac.jp