



ADMISSION PROCESS

1 VISIT

Please make an appointment for school visit. We do not accept walk-in visitors.

Our school tour: 10 am – 11 am on weekdays

CHATEAU SCHOOL

ADDRESS: 3-17-3 Nishiazabu Minatoku Tokyo

TEL: 03-6434-9689 (From Overseas: +81-3-6434-9689)

E-MAIL: office@chateau-school.com

2 INTERVIEW

If you wish to enroll your child, please make an appointment for interview. We require recommendation from one of our school guardians. It can be waived if our Director approves after an interview. The acceptance decision is made based on the interview during the school visit, recommendation and the availability of the spots. The acceptance is not valid until it is confirmed by contract and a full payment.

3 ACCEPTANCE

If a child is accepted and you would like to enroll, please submit below:

- APPLICATION FORM & CONTRACT
- CHATEAU RULES (PARENTS-SCHOOL AGREEMENT)
- CHILD'S HEALTH REPORT (within last 3 months)
- DIGITAL INVOICE PAYMENT

On receipt of full payment and all signed documents submission, the child's spot is secured as acceptance day. The spot will be cancelled if these weren't received by due date.

5 ORIENTATION

We will invite your child & family for orientation before the first day of school.

6 FIRST DAY

Your child's first day can be organized by door-to-door school bus or drop off by parents.