

(Address)  
(住所)

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(Name of guardian)  
(保護者氏名)

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## Application Checklist 申請確認表

Name of applicant child 申請児童名	様
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To be entered by Child Care Division すこやか課記載欄				
	Index by reason 事由による指数	Index by priority use 優先利用による指数	Total index 合計指数	One who can accept extended childcare leave
FY2025				
FY2026				If ○ (circle) is here, you will be assessed with zero index point regardless of the points filled in the left column or criteria in the enclosed index points chart sheet.

\*Your index points may change during the process of examination.

\*As the index points chart differs from FY 2025 to FY 2026, your points may vary depending on the fiscal years.

Check  
チェック

Medical Examination (Primary application)	<b>A child born from April 2, 2020 to September 1, 2025</b>		<input type="checkbox"/>
	・ Sunday, October 26, 2025- Saturday, November 1, 2025, 9:00 a.m. - 11:00 a.m./ 1:30 p.m. - 3:30 p.m. ・ 5F, Kenko Fukushima Kaikan (Health and Welfare Center) * No reservation required. Be sure to visit during above period. <b>*Please note that medical interviews on the last application day (Saturday, November 1) are available only in the morning.</b> <b>*Your child's Mather and Child Health Handbook is needed for the medical interview.</b> <b>*If you miss the medical interview, your child is excluded from the examination; therefore, your application itself will be revoked.</b>		
Medical Examination (Secondary application)	<b>A child born from September 2, 2025 to January 1, 2026</b>		<input type="checkbox"/>
	・ Friday, December 26, 2025 - Tuesday, January 7, 2026, 9:00 a.m. - 11:00 a.m./ 1:30 p.m. - 3:30 p.m. ・ 5F, Kenko Fukushima Kaikan (Health and Welfare Center) * No reservation required. Be sure to visit during above period. <b>*Your child's Mather and Child Health Handbook is needed for the medical interview.</b> <b>*If you miss the medical interview, your child is excluded from the examination; therefore, your application itself will be revoked.</b>		
For those who meet the relevant condition(s)	<b>A child born on or before September 1, 2025 and applied on or after October 17, 2025</b>		<input type="checkbox"/>
	・ Thursday, December 26, 2024 - Saturday January 7, 2025 From 9:00 a.m. to 11 a.m. From 1:30 p.m. to 3:30 p.m. ・ 5F, Kenko Fukushima Kaikan (Health and Welfare Center) * No reservation required. Be sure to visit during above period. <b>*Your child's Mather and Child Health Handbook is needed for the medical interview.</b> <b>*If you miss the medical interview, your child is excluded from the examination; therefore, your application itself will be revoked.</b>		
For those who meet the relevant condition(s)	<b>One who applies for admission in December through March of FY 2025 at the same time:</b>	<input type="checkbox"/> Request to be placed on the waitlist for application in the FY 2025  - Merely checking the box above does not constitute an application. Please submit a complete set of documents for application in the FY 2025. - If you check the above box, the selection result for the FY 2025 will be always 'Withhold admission' and your child will not be admitted to a child care institution. Do not check the box if you desire the admission to a child care institution. - Additionally, please circle the section 'Request to withhold admission to a child care institution' on the reverse side of FY 2025. *If you apply for an admission in FY 2026 and can accept to extend your childcare leave, please submit a 'Statement on permission to extend childcare leave'.	<input type="checkbox"/>
	<b>One who applies for multiple children at the same time:</b>	Please confirm if you have checked the boxes regarding sibling conditions (of 'Preferred conditions' and 'If two or more of your children are admitted to a child care institution in the same month') in the "Application to a child care institution" (light blue document). Please submit one original and one photocopy of each of 'Certificate of employment', 'Certificate of acquisition of childcare leave', and 'Certificate of return to work'.	<input type="checkbox"/>

Official use: Filled by Child Care Div.

Enclosed			Checked	Incomplete/ insufficient	Check the attached sheet if you have (✓) on the error or deficiency.
Documents to be submitted by all applicants	①Application for Approval on the necessity of education/ nursing service		<input type="checkbox"/>	<input type="checkbox"/>	
	②Application for admission to a child care institution (doubling as Family background information)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	③Documents proving your 'Reason for the necessity of childcare service'	<b>Father</b>	<b>Mother</b>	<input type="checkbox"/>	
	<b>Employment</b>	Certificate of employment (Executive, Self-employed, Family-employed, Homemaker, Contract worker)	<input type="checkbox"/>	<input type="checkbox"/>	
		Business license, Report of starting business, Contract documents etc. (Shift worker) Shift roster	<input type="checkbox"/>	<input type="checkbox"/>	
	<b>Pregnancy/ Childbirth</b>	A copy of Mother and Child Health Handbook and statement related to pregnancy and childbirth		<input type="checkbox"/>	
	<b>Illness/ Disability</b>	Medical certificate/ a copy of Disability certificate	<input type="checkbox"/>	<input type="checkbox"/>	
	<b>Long-term/ Nursing care</b>	Statement of long-term care for a relative/ Medical certificate/ a copy of Disability certificate	<input type="checkbox"/>	<input type="checkbox"/>	
	<b>Job seeking</b>	Statement on Job seeking activity	<input type="checkbox"/>	<input type="checkbox"/>	
	<b>School attendance</b>	Certificate of enrollment/ student ID/ school curriculum	<input type="checkbox"/>	<input type="checkbox"/>	
For those who meet the relevant condition(s)	④Final confirmation regarding 'Application for Approval on the necessity of child education/ nursing service' and 'Application for admission to a child care institution'	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	⑤Questionnaire	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	⑥Application Checklist	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	⑦Copies of documents that show the Individual Numbers (My Number) of all cohabitants	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	⑧A copy of a document that can verify the applicant's identity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	[Moving-in] A document to determine childcare fee (e.g., Certificate of Taxation)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	[Foreign national] A copy of Residence Card	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	[Single parent] A document proving that you are a single parent (e.g., Certificate of Medical Expense Subsidy for a Single Parent)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	[Solo assignment] A copy of Resident Record (only for the person him-/herself), a lease contract of the residence, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	[Disability] A copy of Disability certificate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Check before submission	[Public assistance] A document proving your qualification for public assistance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	[Using a non-licensed child care institution(s)] Certificate of enrollment, Certificate of return to work	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	[Nursery teacher] A copy of Nursery teacher certificate (nurse's license), a written oath of employment of as a nursery teacher	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	[One who can accept extended childcare leave] A statement on permission to extend childcare leave	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	About the submission documents: please make a photocopy of all documents before submission. Child Care Division will not make photocopies for you.			<input type="checkbox"/>	
Check before submission	To prevent postal accidents, please send your documents by registered mail (e.g., 'Letter Pack Light'). Child Care Division does not pay consideration for missing or undelivered documents due to postal accidents or any other reasons.			<input type="checkbox"/>	
	Unless it is an essential document(s) for your application, the city will not inform you about incomplete or insufficient documents related to additional points to benefit 'Priority Use'.			<input type="checkbox"/>	

(Address)  
(住所)

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Sample

## Application Checklist 申請確認表

(Name of guardian)  
(保護者氏名)

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Name of applicant  
child  
申請児童名

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To be entered by Child Care Division すこやか課記載欄				
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FY2026				

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\*As the index points chart differs from FY 2025 to FY 2026, your points may vary depending on the fiscal years.

Check  
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	<b>A child born</b> Please visit during the period of medical interview. ・ Friday, December 20, 2025 - Tuesday, January 7, 2026, 9:00 a.m. - 11:00 a.m./ 1:30 p.m. - 3:30 p.m. ・ 5F, Kenko Fukushi Kaikan (Health and Welfare Center) * No reservation required. Be sure to visit during above period. <b>*Your child's Mather and Child Health Handbook is needed for the medical interview.</b> <b>*If you miss the medical interview, your child is excluded from the examination; therefore, your application itself will be revoked.</b>	<input type="checkbox"/>
Medical Examination (Secondary application)	<b>A child born on or before September 1, 2025 and applied on or after October 17, 2025</b> ・ Thursday, December 26, 2025 ・ 5F, Kenko Fukushi Kaikan <b>*Your child's Mather and Child Health Handbook is needed for the medical interview.</b> <b>*If you miss the medical interview, your child is excluded from the examination; therefore, your application itself will be revoked.</b>	<input type="checkbox"/>
For those who meet the relevant condition(s)	One who applies for admission in December through March of FY 20 at the same time:	<input checked="" type="checkbox"/>
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	③ Documents proving your 'Reason for the necessity of childcare service'	Father	Mother	<input type="checkbox"/>	
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	④ Final confirmation regarding 'Application for Approval on the necessity of child education/ nursing service' and 'Application for admission to a child care institution'	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
For those who meet the relevant condition(s)	⑤ Questionnaire	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	⑥ Application Checklist	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	⑦ Copies of documents that show the Individual Numbers (My Number) of all cohabitants	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	⑧ A copy of a document that can verify the applicant's identity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
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	[Disability] A copy of Disability certificate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
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	Unless it is an essential document(s) for your application, the city will not inform you about incomplete or insufficient documents related to additional points to benefit 'Priority Use'.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	