

**Tsukuba Daycare Center Admission Criteria**  
**(For admission screening in April 2024 onward)**

◎ Basic points

| Your circumstance                                   | Details  | Points |
|---|--|--------|
| No spouse/partner                                   | You are a single parent (41 points if you are looking after a child without his/her both parents).   | 21     |
| Disaster recovery                                   | You are currently engaged in the process of recovering from an earthquake, storm, flood, fire, or any other type of disaster.  | 20     |
| Hospitalization<br>Level 1 or 2 Physical Disability | You are hospitalized, or you have a Level 1 or 2 Physical Disability Certificate, Level 1 Mental Disability Certificate, or Category A or higher Education and Support Certificate ( <i>ryoiku techo</i> ).  | 20     |
| Ill in bed<br>Level 3 Physical Disability           | You are ill in bed, or you have a Level 3 Physical Disability Certificate, Level 3 or higher Mental Disability Certificate, or Category B Education and Support Certificate ( <i>ryoiku techo</i> ).   | 18     |
| Level 4 Physical Disability                         | You have a Level 4 Physical Disability Certificate or Category C Education and Support Certificate ( <i>ryoiku techo</i> ).  | 16     |
| Hospital visits at least 8 days per month           | You visit hospital at least 8 days per month due to illness or other conditions.   | 17     |
| Nursing care  | You care for someone at home on a daily basis for at least 160 hours per month because the person requires full-time care and needs help with personal care such as eating, going to toilet and bathing.   | 19     |
|   | You care for someone at home on a daily basis for at least 100 hours per month because the person requires part-time care. (The person must be diagnosed as 'care level 3 or higher required' or have a Level 1 or 2 Physical Disability Certificate, Level 1 or 2 Mental Disability Certificate or Category B or higher Education and Support Certificate.) | 16     |
|   | You accompany someone to a hospital/facility for at least 100 hours per month.   | 16     |
|   | You care for someone in a way other than the above.  | 13     |
| Work  | You work at least 160 hours per month.   | 19     |
|   | You work at least 140 hours and less than 160 hours per month.   | 18     |
|   | You work at least 120 hours and less than 140 hours per month.   | 17     |
|   | You work at least 100 hours and less than 120 hours per month.   | 16     |
|   | You work less than 100 hours per month.  | 15     |
| Student   | You study at least 160 class/research hours per month.   | 17     |
|   | You study at least 140 and less than 160 class/research hours per month.   | 16     |
|   | You study at least 120 and less than 140 class/research hours per month.   | 15     |
|   | You study at least 100 and less than 120 class/research credit hours per month.  | 14     |
|   | Your study less than 100 class/research hours per month.   | 13     |
| Childbirth  | You are pregnant and would like to send your other child to a daycare center starting 6 weeks before the due date until the end of the month in which your newborn turns 8 weeks old.  | 16     |
| Job hunting   | You are either actively searching for a job or preparing to start your own business.   | 12     |

- Your points will be combined with your spouse's (partner's), and screened together as household points.
- If more than one circumstances applies to you, you will be screened based on the circumstance which offers highest points.
- Working hours include break time. Even if you are on reduced working hours for childcare, you will be screened based on the regular working hours.
- If you work less than 60 hours per month, it will be assumed that you are actively searching for a job and you will be screened accordingly.
- If you would like to enroll your other child in a daycare center shortly before or after giving birth, your situation will be treated as childbirth, regardless of your employment status.
- If your application circumstance is "student", you must commute to a national or public school/university, school run by an educational corporation, or vocational school and study at least 60 class/research hours. Studying at home is not considered as an eligible circumstance.
- If you are a working student and have an income, you may select "work" as your application circumstance provided that you work at least 60 hours per month and that your workplace would issue a Certificate of Employment.
- If your application circumstance is "nursing care", you must submit a report called *Kangoto Jokyo Shinkokusho* (form available on the official website of Tsukuba City) detailing how you care for the person who needs support.

◎ Points to be added or subtracted

| Category  | Details   | Points |
|---|---|--------|
| Points to be subtracted   | You are scheduled to work but are not currently working.  | -1     |
|   | You are living with your parents (the child's grandparents) aged under 65 but have not provided proof that they are unable to look after your child during the day.*1   | -5     |
|   | You have requested an "On-hold Notice ( <i>nyusho horyu</i> )". *2  | -20    |
| Points to be added 1 *4<br>(Additional points related to childcare situation) | You, your spouse/partner or one of your family members is looking after your child.*3   | 0      |
|   | You or your spouse/partner is looking after your child while working.   | 2      |
|   | Your child goes to a childcare facility in the workplace.*5   | 2      |
|   | You ask someone other than your family members to look after your child every day.  | 2      |
|   | You ask one of your relatives who does not live with you to look after your child every day.  | 1      |
|   | Your child goes to another authorized daycare center.   | 3      |
|   | Your child goes to a non-authorized daycare center or temporary childcare services for at least 60 hours per month.   | 3      |
|   | Your child goes to a non-authorized daycare center or temporary childcare services for at least 48 hours per month.   | 2      |
|   | Your child goes to a non-authorized daycare center or temporary childcare services for at least 32 hours per month.   | 1      |
|   | You leave your child alone at home.   | 4      |
|   | You leave your child with someone other than your immediate relative for a long period of time.   | 4      |
|   | You would like your child to go to a daycare center after your maternity and/or parental leave ends. (Points will be added if you apply for a place while you are on the leave.)  | 3      |
| Points to be added 2 *6<br>(Additional points related to priority)            | Either you or your spouse/partner is transferred outside Ibaraki Prefecture on a job assignment.  | 1      |
|   | You are going to apply for a daycare center place where your other child goes to.   | 2      |
|   | You are going to apply for more than one places at the same daycare center for your twins or multiples.   | 1      |
|   | You are in need of social protection due to the risk of domestic violence, child abuse or other harm.*7   | 30     |
|   | Your household is on livelihood protection ( <i>seikatsu hogo</i> ).  | 1      |
|   | Your child is about to leave an authorized daycare center (including community-based daycare services) with an age limit. (The points will not be added if you have chosen not to apply for a place at an affiliated daycare center due to your personal choice.) | 5      |
|   | Either you or your spouse/partner works as a childminder or in another role *8*9 at an authorized childcare facility in the city*10 for at least 160 hours per month.   | 9      |
|   | Either you or your spouse/partner works as a childminder or in another role *8*9 at an authorized childcare facility in the city*10 for at least 60 hours and less than 160 hours per month.  | 8      |
|   | Your child will have to leave the current daycare center due to the closure or merger of public daycare centers.*11   | 20     |

- \*1 Regardless of whether your household and your parents' household are registered as separate households, points will be subtracted if your parents reside in the same premise as you. You do not need to provide the proof of your siblings (the child's uncle and aunt ) and your older child who is a student.
- Points will be subtracted if you tick the option saying "I wish to defer enrollment" in the Confirmation Slip for Daycare Center Admission. If you wish to have the subtracted points back, you need to cancel the option by submitting a form called *Nyusho Horyu Kibo Kaijo Shinseisho* (入所保留希望解除申請書).
- \*2 If you and/or your spouse/partner is scheduled to work or is seeking a job, you will not be given any additional points listed in "points to be added 1".
- If your child goes to a kindergarten, you will be given the same additional points as parents who send their child to a non-authorized daycare center or temporary childcare services according to the number of hours your child stays at the kindergarten.
- \*4 If more than one condition listed in "points to be added 1" applies to you, points will be given according to the condition with the highest points.
- \*5 The points will be given if you use childcare services offered by your workplace to the employees. If you are not an employee and use such services, you will be given the same points as parents who send their child to a non-authorized daycare center.
- \*6 If more than one condition listed in "points to be added 2" applies to you, all applicable points will be given.
- \*7 You are required to provide proof that shows you fall under the condition described in the Article 1-5 (8) of the Regulation for Enforcement of the Child and Child Care Support Act. (i.e. Notification of cancellation of measures from Child Guidance Center)
- \*8 Working as a childminder or in another role includes a childminder, kindergarten teacher, daycare center instructor, and nurse.
- \*9 If both you and your spouse/partner works as a childminder or in another position, one of your points, whichever higher, will be added to your household's points.
- \*10 Authorized childcare facilities in the city include daycare centers, centers for early childhood education and care, and small-scale childcare services in the city.
- \*11 If your child goes to one of the affected facilities as of September 1, points will be added for the screening of April admission.

<Screening method>

- Points will be added to and/or subtracted from your basic points according to your conditions described in "points to be added or subtracted" in order to calculate your total points.
- Children will be offered a place in order of points (highest first).
- If more than one applicant with the same number of points applies for the same daycare center, a place will be offered based on the priority list.
- If more than one applicant with the same number of points and in the same order of priority list applies for the same daycare center, a place will be offered in the preference order of the applicants.
- If more than one applicant with the same number of points and in the same order of priority has the same preference, a place will be offered by lottery.

○ Priority list

\* If more than one applicant with the same number of points applies for the same daycare center, a place will be offered according to the following priority list.

| Priority | Conditions   |
|----------|--|
| 1        | You and/or your child is in danger of domestic abuse.  |
| 2        | You are a single parent and are a primary or sole income earner.   |
| 3        | You would like your child to go to another daycare center after he/she leaves an authorized daycare center (including community-based daycare services) in the city which has an age limit.  |
| 4        | Either you or your spouse/partner has one of the following conditions: (1) Having disability or health condition (2) Being engaged in the process of disaster recovery (3) Being transferred outside Ibaraki Prefecture on a job assignment.<br>Note: (1) has the highest priority followed by (2) and then (3). |
| 5        | You would like your child to go to the same daycare center as your other child.  |
| 6        | You are applying for daycare center places for more than one child.  |
| 7        | The number of months you are on the waiting list is longer than the other applicant within the application year.   |
| 8        | You have more child or children of primary school age or younger than the other applicant.   |
| 9        | You are currently working and your child goes to a daycare center which is not an authorized daycare center.   |
| 10       | Your household's municipal tax (per income levy) which is used to calculate childcare fees is lower than the other applicant.<br>Note: You and your spouse's taxes will be combined together as a household tax.   |
| 11       | Your household has been registered as a resident of Tsukuba City longer than the other applicant.<br>Note: It will be calculated from the latest resident registration date.   |

<Notes on priority list>

- Being a single parent described in #2 means that you solely look after your child due to being unmarried or divorced, or death. You are not considered as a single parent if you are negotiating a divorce and not divorced yet or if you are in a common-law marriage.
- The condition described in #3 does not apply to you if you have decided not to send your child to an affiliated daycare center of your child's current daycare center without a reasonable ground.
- The condition described in #10 does not apply to you if you have failed to submit your tax documents to calculate childcare fees.
- Regarding # 11, either your period of residence or your spouse/partner's period of residence, whichever is longer, will apply.