

Entry Example for Application Form

Tuition exemption Application Form for AY2023 Spring semester <<For international students>>

* Application Form must be printed two sided in one piece and be A4 paper size. (Do not write in blank spaces crossed out with slant lines.)

Date : **February X, 2023**

To The President of the University of Tsukuba

Student ID Number : **202100000** Enrollment Year : **2021** Month : **4** ☒ Admission / Transfer Admission long-term study Y (year) ☒ N

Scheduled Year of Completion: **2025** Month : **3**

Affiliation School **Science and Engineering** College **Engineering Sciences** Year **3**

Degree Programs _____ Program _____ Year _____

Name in Katakana **ツクuba**

Name (block letters) **Tsukuuba**

* Be sure to check the one of two categories below you wish.

Due to the following reasons, I hereby apply for ☒ the tuition fees exemption
☐ both the tuition fees exemption and deferment

● Reason for applying for tuition exemption. (Check the applicable reason)

☒ 1 General reason (financial reason) ☐ 5 Circumstances (Others)

Reasons for application, family Circumstances, etc (Explain your reason in detail)

* Please write in this section in Japanese.

• Income situation of the household
• Current source of household income
• In case of no or little regular income, please explain your ways to make your living.
• Please write in Japanese in this section as much as possible.

Reason for not applying for "continuance application." (※Select one) I didn't apply last time / I applied for special exemption last time

☒ Income situation of AY 2022 has changed / ☒ Family member has changed / ☒ Other reason ()

Applicant's Leave of Absence History (Fill in this section only if you have taken a leave of absence)

①History of Leave of Absence	yy/mm 20AA.BB – yy/mm 20CC.DD (X months)	yy/mm – yy/mm (months)
	yy/mm – yy/mm (months)	yy/mm – yy/mm (months)
	yy/mm – yy/mm (months)	yy/mm – yy/mm (months)

②Students studying beyond the standard course term

(Write the exceeding period below. The base date for this term is September 30, 2023.)

Exceeding period **X** year **Y** month

Refer: Exceeding period = [(Period from enrollment to the base date) – (Leave of Absence Period)] – (Minimum years required for graduation or completion)

Application form must be carefully filled by the applicants themselves.
If intentionally false information is provided, the exemption will be cancelled even after the decision of approval is made.
Provide family information at the time of application

Reason for applying for tuition fees exemption. [All applicants]

• Check the most appropriate reason for applying for tuition fees exemption.

Reason for not applying for "continuance application." [All applicants]

• Please select one and circle it.

②Students studying beyond the standard course term [if applicable]

• Refer to guidebook.

[Caution]

Applicants must fill in Affiliation and school year as of **April 1, 2023**

Please choose either one.

If you choose " both the tuition fees exemption and deferment " and you are allowed for the deferment, the deadline of payment is the end of August 2023, and payment slip is required to make this payment. There is a handling fees charged to payers.

Students who will graduate or complete the course by August cannot select " both the tuition fees exemption and deferment " .

Do not use an erasable type of pen or pencil.

Use only a black or blue ballpoint pen.

To make a correction, draw a double line (=) through the incorrect entry.

(Correction seal is not necessary.

Do not use any correction tape to erase wrong information.)

Entry Example

Family and Income
[Fill in only "name, age, occupation, and Place of work / length of work".]

[Family]
•International students should only fill in information on their family members who live in Japan at the time of application.

[Income]
Do NOT fill in this part.

[All applicants]
• Circle the campus where you study.

Tuition fees exemption result for AY2022
 [Students being in AY2022 must fill in this blank.]
 *Fill in tuition exemption result for each semester in AY2022.

Persons attending school in Japan (excluding the applicant)
• Persons who are attending school in Japan at the time of application.

Special Deductions

- Make sure to circle the applicable items and enter required information.
- Also, make sure to submit required certificates (If you fail to submit it, you will not receive any deductions.)

Affiliation (as of April 1, 2023)	School Science and Engineering	College Engineering Science	Year 3
	Degree Programs	Program	Year
Student ID Number	2 0 2 1 0 0 0 0	Name	Tsukuuba
Applicant (Address, etc.)	(〒305-8577) Tennodai 1-1-1, Tsukuba, Ibaraki TEL 090-1234-XXXX		(〒) United States of America ××State ▲▲ TEL
	* For international students, fill information about your spouse and children who live in Japan at the time of application		
Family members (spouse and children who live in Japan)			
Relationship to applicant	Applicant	Spouse	Child
Name			
Age	20		
Occupation	Student		
Place of work			
Length of work	year(s)	year(s)	year(s)
	(in thousand yen)	(in thousand yen)	(in thousand yen)
Income amount*			
Pension (old age pension) *			
Pension (Disability, Survivorship, etc.)			
Unemployment Insurance			
Public Assistance			
Other ()			
Total			
Employment Earnings			
Lead Item (House, Rent, Interest, Dividend)			
Child Support, etc.			
Others ()			
Retirement Benefit			
Other ()			
Total			
Commuting from	Home	Tokyo Campus	Admission fee
Other		Tsukuuba Campus	Person(s) who did not need to pay
Tuition fee exemption reason for AY 2022	Spring semester (Full / Half / One-third / Two-thirds Not granted / Not applied)	Fall Semester (Full / Half / One-third / Two-thirds Not granted / Not applied)	入学科納付額 (2023年度) 千円
			授業料納付額 (2022年度) 千円
⑦ Scholarship			
Scholarship Name:		Example: ■■■scholarship	
		360 thousand yen	
Relationship	Name	Age	Management Categories
husband	Amakuuba	22	Elementary school/Junior High School/Senior High School/College/University College of Technology/Vocational School (Upper Secondary/Specialized) (School Name) ○○ University (AY enrollment Grade)
			National Public Private Home Other Total Total Half-part Half-part
			Elementary school/Junior High School/Senior High School/College/University College of Technology/Vocational School (Upper Secondary/Specialized) (School Name) (AY enrollment Grade)
			National Public Private Home Other Total Total Half-part Half-part
			Elementary school/Junior High School/Senior High School/College/University College of Technology/Vocational School (Upper Secondary/Specialized) (School Name) (AY enrollment Grade)
			National Public Private Home Other Total Total Half-part Half-part
Status in AY 2022			
Tuition Exemption Status (in Estimated Total Amount)		Tuition Fees (in Estimated Total Amount)	
Total		Total	
Half-part		Half-part	
Total		Total	
Half-part		Half-part	
⑧ Special Deductions			
Household with Disabled Persons	Relationship () * Disabled	Disability pension Y/N	
Household with Persons Needing Long-Term treatment	Relationship () * Disabled	Disability pension Y/N	
Main Financial Supporter Living Separately	Relationship () Name ()		
Disaster, Storm/Flood Damage, Burglary, etc.	Period of treatment: Since yy/mm	Medical treatment Cost Total thousand yen	
	Relationship () Name ()		
	Period of treatment: Since yy/mm	Medical treatment Cost Total thousand yen	
Address		Separation period	
Details of Damage		Year Month - (months)	
		Amount of Damage (January 2021–December 2021) thousand yen	
⑨ University Recognition			
Application理由	一般 事情(死亡) 事情(災害) 事情(失職)	過去に休学 有 ・ 無	支援室チェック欄
家族数	人 独立生活者 (貸借) ・ 無 生活保護世帯 該当 ・ 無	学力 成績 単位数	学生生活課
	多子世帯 該当 ・ 無	学力特例 該当 ・ 無	
		備考	

Address, etc. [All applicants]

- The university may contact applicants to confirm the application contents. Please enter valid telephone number.
- When family lives overseas, entry of family address is not mandatory.

Scholarship

- Fill in received scholarship(s) information (only grants without repayment obligation)
- Fill in the correct scholarship name.
- Fill in the estimated annual scholarship amount you will receive for AY2022.

* "大学認定欄" section is for University use only