

Entry Example for Application Form

Tuition exemption Application Form for AY2023 Spring semester ≪ For internatinal students／New students version ≫

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

Date : April X, 2023

To The President of the University of Tsukuba

Student ID Number : 202300000 Enrollment Year : 2023 Month : 4 Admission / Transfer Admission long-term study Y (year) · N
Scheduled Year of Completion: 2027 Month : 3
Affiliation School Science and Engineering College Sciences Year 1
Degree Programs Program Year

Name in Katakana ツクーバ

Name (block letters) Tsukuuba

* Please write your name in handwritten block style.
* 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.

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	– yy/mm	(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 year 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.

"①History of Leave of Absence", "②Students studying beyond the standard course term" and "⑨Tuition fees exemption result for AY2022" of back side have nothing to do with New students in AY2023.
So, some oblique lines are drawn at that sections.
New students don't have to fill in the section.

[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.

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.

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 Sciences	Year 1					
Degree Programs	Program		Year					
Student ID Number	2 0 2 3 0 0 0 0 0		Name Tsukuuba					
Applicant (〒305-8577) Tennodai 1-1-1, Tsukuba, Ibaraki TEL 090-1234-XXXX	Family (〒) 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								
⑥ Family and Income (Do NOT fill in information on income.)	Relationship to applicant	Applicant	Spouse	Child				
	Name							
	Age	21						
	Occupation	Student						
	Place of work							
	Length of work	year(s)	year(s)	year(s)	year(s)	year(s)		
		(in thousand yen)	(in thousand yen)	(in thousand yen)	(in thousand yen)	(in thousand yen)		
	Income amount*							
	Pension(old age pension) *							
	Pension(Disablement, Survivorship etc)							
	Unemployment Insurance							
	Public Assistance							
	Other ()							
	Total							
	Business income*(business, agriculture)							
Land Rent*House Rent, Interest, Dividend								
Child Support, etc.								
Others ()								
Retirement Benefit								
Extra Income								
Insurance								
Other ()								
Total								
⑧ Special Deductions	Commuting from	Home	Tokyo Campus	Admission fee exemption request (AY2023)	Yes	No		
	Other		Tsukuba Campus		/ Persons who didn't need to pay	大学料納付額 (2023年度)		
⑨ Scholarship	Example: ■ ■ scholarship				(Estimated annual) amount received			
					360 thou.yen			
⑩ Persons attending school in Japan (excluding the applicant)	Relationship	Name	Age	Management Categories	School Categories	Commuting from	Tuition Exemption Status	Tuition Fees
	husband	Amakuubo	22	National Public Private	Elementary school/Junior High School/Senior High School/College/University College of Technology/Vocational School (Upper Secondary/Specialized) (School Name) ○ ○ University (AY2020 enrollment Grade)	Home Other	1st Semester: 2nd Semester: Annual Amount(in thou.yen)	
				National Public Private	Elementary school/Junior High School/Senior High School/College/University College of Technology/Vocational School (Upper Secondary/Specialized) (School Name) (AY enrollment Grade)	Home Other	N/A Total N/A Total	5 3 6
				National Public Private	Elementary school/Junior High School/Senior High School/College/University College of Technology/Vocational School (Upper Secondary/Specialized) (School Name) (AY enrollment Grade)	Home Other	N/A Total N/A Total	
⑪ Special Deductions	Household with Disabled Persons	Relationship () * Disabled	Disability pension Y/N					
	Household with Persons Needing Long-Term treatment	Relationship () Name ()	Period of treatment: Since yy/mm Medical treatment Cost Total thou.yen					
	Main Financial Supporter Living Separately	Address	Separation period Year Month -(months)					
	Disaster, Storm/Flood Damage, Burglary, etc.	Details of Damage	Amount of Damage (January 2021-December 2021) thou.yen					
* 大学認定	申請理由	一般 事情(死亡) 事情(災害) 事情(失職) 事情(その他)	過去に休学 有 ・ 無		支援室チェック欄			
	家族数	人	独立生計者 該当 ・ 無	生活保護世帯 該当 ・ 無	学力 成績	単位数		
			学力特例 該当 ・ 無				学生生活課	
			多子世帯 該当 ・ 無		備考			

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

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.

Application For Admission fee exemption (AY2023)
• Circle "YES" if applied.
• Circle "Persons who didn't need to pay" if you completed Master's Programs at University of Tsukuba Graduate Schools in March 2023, and continuously take Doctoral Program at University of Tsukuba Graduate Schools.

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 AY2023.