

# Tuition fee exemption for the academic year 2021 (2<sup>nd</sup> semester) for privately financed international students

## 1 Eligibility

Applicants must satisfy conditions below.

- (1) privately financed international student to be enrolled in Oct. 2021
- (2) privately financed international student to be re-enrolled in Oct. 2021
- (3) have a financial reason which makes it difficult to pay the tuition fee

※students who are repeating a year (except doctoral students who are repeating a year for the first time and have received a recommendation from the Dean of the Graduate School), research students and auditors may not apply.

## 2 Exemption amount

It is possible to be awarded with a tuition fee exemption of 1/3,2/3 or 100% for 2021 second semester.

(table) tuition fee if you are awarded with a tuition fee exemption

	Standard tuition fee	267,900JPY per semester
2/3 exemption	Second semester	89,300 JPY
1/3 exemption	Second semester	178,600 JPY

## 3 Application process

- (1) Application forms will be available to download from:  
OCU Portal site via OCU UNIPA.
- (2) **Deadline and location to submit application form (together with necessary documents)**  
Deadline: pm3:00, 5 October 2021  
Submit to: Apply from Forms "Tuition fee exemption for the academic year 2021 for privately financed int'l students"

## 4 Documents to submit

All Students	① Filling documents check sheet (form 1)	Original
	② Application form for tuition fee exemption(form 2)	Original
	③ Statement of family situation for tuition fee exemption (form 3)	Original
	④ Certificate of residence	Original ※ the certificate must be issued by the city or ward office after 1 October 2021. ※ visa status, the period of stay are to be printed.
	⑤ Health insurance card (issued in Japan)	Copy
	⑥ Residence Card	Copy(both sides)
Only for students doing part time job	⑦ Pay slip of part time job or the page of your bank book to certificate your recent salary	Copy
Only students paying rent	⑧ Housing lease agreement	Copy
Only for doctoral students repeating a year for the first time	⑨ Recommendation letter for tuition fee exemption for privately financed international students(form 4)	Original
Only for students whose family member has employment income (any of documents ⑩~⑬)	⑩ Withholding record of previous year	Copy
	⑪ Pay slip	
	⑫ Municipal tax/Prefectural residence tax application	
	⑬ Other documents can prove the monthly income	

## 5 Screening

- (1) Tuition fee exemptions are awarded only within the available budget. Not all applicants will be awarded with an exemption.
- (2) Students who did not obtain the standard number of study credits in the previous year, may be excluded from the screening process.

## 6 Announcement of result

The result will be directly notify to the applicants in the beginning of December.

**※The result is only valid for the academic year 2021. For the academic year 2022 you need to apply again.**

If you apply for tuition fee exemption, you must pay the tuition fee **after** receiving the result of your application, before the deadlines.(The deadline will be notify together with the result of tuition fee exemption)

©The tuition fee will be automatically deducted from the account you registered for the tuition fee payment .

## 7 Notes

- (1) If an application is later found to be fraudulent, the exemption will be retracted and you will need to pay the tuition fee in full.
- (2) The personal information you provide will be used for the tuition fee exemption administration process. It will not be provided to any third parties.

## 8 Contact details and inquiries

Global Exchange Office

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Global Exchange Office,9.September.2021