# 前後期同時申請者及び前期分のみ申請者の所得・課税証明書申告書

別紙 1 Form 1

#### **Submission Form for Income Certificate**

for Both Spring and Fall Semester and Only Spring Semester Applicants

氏名

学生番号

Student N	Number									Nam	е				
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提出期限:提出先により異なりますのでご注意ください。

Punctual Submission Deadline: Please note that it depends on the submission destination

※やむを得ない事情により提出が遅れる場合は、所属部局等担当者へ申し出てご相談ください。

If the submission is delayed due to unavoidable circumstances, contact your department immidiaterly.

※期限までに提出(または遅延の連絡)がない場合は、授業料免除申請を取り下げたものとみなします。 If you do not submit the documents (or notify us of the delay) by the deadline, we will consider that you havewithdrawn your application for tuition exemption.

Form 2

## **School Identification**

FY2022/ 4/1

Student Number							Name Printe					
						•						_
Name of Enrolled Student									ationship Applicant			
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Form 2

Department

Affairs

Use Only

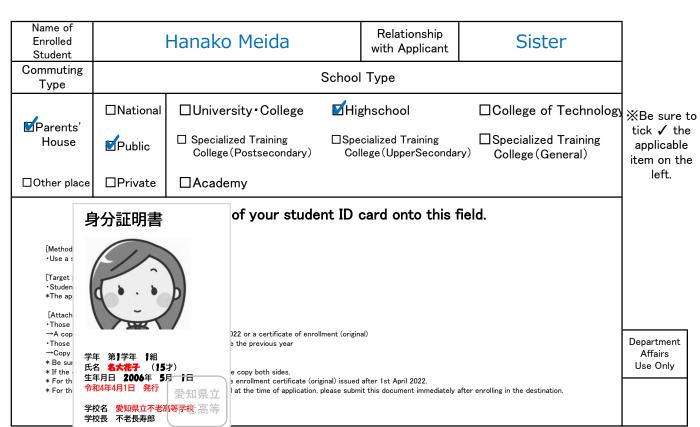
#### **School Identification**

Name

FY2022/ 4/1

Student Number	2	6	2	1	0	1	2	3	4	Nam (Print		-	Taro Meidai		
Name of Enrolled Student				Ji	ro	o Meloai						ationship Applicant	Brother		
Commuting Type										School	Туре	)			
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有効期限: 2024年3月31日



発行日 : 2020.4.1

有効期限:裏面記載

発行者 不老大学学長

(orig \* For those who have not decided where to go to school at the time of application, please submit this document immediately after enrolling in the destination.

Student

別紙 3

#### 給与見込証明書

#### 名古屋大学総長 殿

学生番号 Student Number					
申請者氏名 Name(Printed)					

#### 【雇用先証明欄】

下記事項(太枠内)について証明願います。

申請者との続柄

在〕	職者	氏 名		就職(転職)年月日	年	月 日
職		種	正社員・パート・委託・『	属託・派遣・アルバ	イト・その他(	)
賞·	与 の	有 無	□有 □無 □未定	(有の場合:年	回 合計 ケ	7月)
支	払年	F 月	総 支 給 額 [但し2022年	月以降は見込額〕	備	考
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賞	与(春	・期)		円		
賞	与(夏	夏期)		円		
賞	与(冬	・期)		円		
合言	計 ( 年	F 収)		円		

- ※採用時から12ヶ月分を記入してください。ただし、金額からは非課税通勤手当を除いて記入してください。
- ※初回支払月の給与が1ヶ月分に満たない場合は、その翌月以降分から記入してください。
- ※賞与「有」かつ賞与金額欄に記入がない場合、月収×3の金額を賞与相当額として算入しますのでご了承ください。

#### 上記のとおり証明します。

年 月 日

[証明者] 事業所所在地

事 業 所 名

#### Ð

#### [注意事項]

- 1. この証明書は、2021年1月以降、就職・転職、開業、雇用形態が変化した者について、現在の収入金額により、年間収入金額を計算するために必要とするものです。
- 2. 2021年1月以降に就職・転職等をした場合は、2021年分源泉徴収票の写、所得を証明する書類等とともに、前職を辞めた事を証明する書類を提出してください。
- 3. 自営等の場合で、第三者の証明が受けられない場合は、年間の収支見込計算書(様式自由)を添付の上、家計支持者が証明してください。
- 4. TA・RA(卓越含む)・チューター・研究アシスタントについては、この様式ではなく、期間・金額の分かる発令通知書または労働条件通知書等【写】を提出してください。
- 5. 用紙が不足する場合は、適宜複写して使用してください。

#### 給与見込証明書

#### 名古屋大学総長 殿

学生番号 Student Number	4	8	2	1	9	8	7	6	5
申請者氏名 Name(Printed)				八雲		合治			

#### 【雇用先証明欄】

下記事項(太枠内)について証明願います。

申請者との続柄

母

在職者氏名 八雲和子 就職(転職)年月日 2021年 5 月 15 日			~		., -			, н.	1 C 92 495 413	13
賞 与 の 有 無	在	職	者	氏	名	八雲 和子	就職(転職)	年月日	2021年	5月 15日
支払年月       総支給額 [但L2022年 3月以降は見込額]       備考         2021年 6月       187,500 円       2021年5月分の給早は1ヶ月に満たないため6月分から記載         2021年 7月       184,800 円         2021年 8月       185,600 円         2021年 9月       195,300 円         2021年 10月       183,200 円         2021年 11月       184,000 円         2021年 12月       192,000 円         2022年 1月       182,700 円         2022年 2月       188,400 円         2022年 3月       180,000 円         2022年 4月       180,000 円         2022年 5月       180,000 円         賞 与(春期)       0 円         賞 与(冬期)       180,000 円         2022年12月支給	職				種	正社員・パート・委託・	嘱託・派遣・	アルバー	仆・その他(	)
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	合	計	( 年	E 45	<b>(</b> )	2	,451,500	円		

※採用時から12ヶ月分を記入してください。ただし、金額からは非課税通勤手当を除いて記入してください。

#### 上記のとおり証明します。

2022 年 3 月 15 日

**〒**987-6543

〔証明者〕

事業所所在地

愛知県名古屋市千種区不老町1-2-3

式

会事名社株大印式商

事 業 所 名

#### [注意事項]

- 1. この証明書は、2021年1月以降、就職・転職、開業、雇用形態が変化した者について、現在の収入金額により、年間収入金額を計算するために必要とするものです。
- 2. 2021年1月以降に就職・転職等をした場合は、2021年分源泉徴収票の写、所得を証明する書類等とともに、前職を辞めた事を証明する書類を提出してください。
- 3. 自営等の場合で、第三者の証明が受けられない場合は、年間の収支見込計算書(様式自由)を添付の上、家計支持者が証明してください。
- 4. TA・RA(卓越含む)・チューター・研究アシスタントについては、この様式ではなく、期間・金額の分かる発令通知書または労働条件通知書等【写】を提出してください。
- 5. 用紙が不足する場合は、適宜複写して使用してください。

<sup>※</sup>初回支払月の給与が1ヶ月分に満たない場合は、その翌月以降分から記入してください。

<sup>※</sup>賞与「有」かつ賞与金額欄に記入がない場合、月収×3の金額を賞与相当額として算入しますのでご了承ください。

別紙	
Form 4	

#### 申立書 STATEMENT

#### 名古屋大学総長 殿

To the President of Nagova University

2022 年 4月1日

学生番号 Student Number					
申請者氏名 Applicant					

この申立書は授業料免除申請書類について、特に説明が必要な事柄を記入するものです。 該当項目の□に✓を入れてください。また、その項目の申立を証明できる資料を添付してください。

This STATEMENT Form is to be filled a details specially necessary description.

Tick ✓ in the applicable column, fill in the required items and attach the required documents.

授業料免除申請について、以下の項目について申立をします。

I make an allegation below for Tuition Fee Exemption Application.

私はルームシェアをしています。それぞれの支払金額は以下のとおりです。
I have been sharing a house with my friends. The each shared rent is below.

- ※申請者及び申請者のルームメイトがそれぞれ支払っている金額を記入してください。 Fill in the amount paid individually by the applicant and the applicant's housemate.
- ※その合計が賃貸借契約書上の金額と同等になるようにしてください。
  - Make sure the total amount of individual rent is equal to the lease contract amount.
- ※ルームメイトが名古屋大学の学生の場合は学生番号を記入してください。

If your roommates are a student at Nagoya University, enter their student number.

ルームメイト氏名/Name of share mates	金額/Rent	署名 /Signature and seal
本人 Applicant	円 (JPY)	
ルームメイト1 share mate 1 字生書号: Student Number		
ルームメイト2 share mate 2 学生書号: dudent Number:		P
ルームメイト3 share mate 3 字生書号: Student Number		

家計支持者の源泉徴収票または確定申告書の扶養親族と「様式1-②家庭状況調書」に記載した家族に違いがある理由は以下のとおりです。

The reasons why there is a difference between the dependent relatives on the withholding slip or tax return of the household supporter and the family listed in the "[Sheet1-2]Report on Family Status" column are as follows.

- ※理由を証明できる書類を添付してください。Attach the document(s) that can prove the reason.
  - (例)姉が退職し2022年2月に扶養に入った場合⇒姉の退職証明書(写)など
  - E.g. My sister left a job on February 2022 and became dependent on parents ⇒ Such as a copy of her Resignation Certificate.
  - (例)兄が就職し2022年4月から扶養を外れる場合⇒兄の就職内定通知(写)など

E.g. My brother will work from April 2022 and get out of parental support ⇒ Such as a copy of his Job Acceptance Letter.

申請者との続柄 Relationship	<b>申立者氏名</b> /Householder or Funder 対象∶家計支持者	(FI)
R 申 E 立 A 理 O N		

その他
Others

申請者との続柄 Relationship	申立者氏名 /Complainant	<b>(FI)</b>
R 申 E 立 A 理 O N		

別紙 Form 4

#### 申立書 STATEMENT

#### 名古屋大学総長 殿

To the President of Nagoya University

2022 年 4月1日

学生番号 Student Number	4	8	2	1	9	8	7	6	5
申請者氏名 Applicant				東	L 2	入部			

この申立書は授業料免除申請書類について、特に説明が必要な事柄を記入するものです。 該当項目の□に✓を入れてください。また、その項目の申立を証明できる資料を添付してください。

This STATEMENT Form is to be filled a details specially necessary description.

Tick ✓ in the applicable column, fill in the required items and attach the required documents.

授業料免除申請について、以下の項目について申立をします。

I make an allegation below for Tuition Fee Exemption Application.

**人** 

私はルームシェアをしています。それぞれの支払金額は以下のとおりです。

I have been sharing a house with my friends. The each shared rent is below.

- ※申請者及び申請者のルームメイトがそれぞれ支払っている金額を記入してください。
  - Fill in the amount paid individually by the applicant and the applicant's housemate.
- ※その合計が賃貸借契約書上の金額と同等になるようにしてください。

Make sure the total amount of individual rent is equal to the lease contract amount.

※ルームメイトが名古屋大学の学生の場合は学生番号を記入してください。

If your roommates are a student at Nagoya University, enter their student number.

ルームン	メイト氏名/Name of share mates	金額/Rent	署名 /Signature and seal	
本人 Applicant	東山 次郎	円 (JPY)	東山 次郎	
ルームメイト1 share mate 1		円	名大 太郎	
	学生番号: Student Number: 202212345	(JPY)		
ルームメイト2 share mate 2	John Smith	円	John Smith	soith
onaro maco z	学生番号: 202254321	(JPY)		
ルームメイト3 share mate 3		円		P
	学生番号: Student Number:	(JPY)		

~

家計支持者の源泉徴収票または確定申告書の扶養親族と「様式1-②家庭状況調書」に記載した家族に違いがある理由は以下のとおりです。

The reasons why there is a difference between the dependent relatives on the withholding slip or tax return of the household supporter and the family listed in the "[Sheet1-2]Report on Family Status" column are as follows.

- ※理由を証明できる書類を添付してください。Attach the document(s) that can prove the reason.
  - (例)姉が退職し2022年2月に扶養に入った場合⇒姉の退職証明書(写)など
  - E.g. My sister left a job on February 2022 and became dependent on parents ⇒ Such as a copy of her Resignation Certificate.
  - (例)兄が就職し2022年4月から扶養を外れる場合⇒兄の就職内定通知(写)など
  - E.g. My brother will work from April 2022 and get out of parental support ⇒ Such as a copy of his Job Acceptance Letter.

申請者との続柄	申立者氏名 /Householder or Funder	東山	杂子	
Relationship	対象∶家計支持者	米田	18 5	
R 申 E	烟と申請言の世帯構成の違いについて  月から私の扶養を外れることをここ   ましを添付します。	、申請者:東山次郎 に申し立てます。証明	の兄であっ Nとして、	る東山一郎東山一郎



由語者との結構:

 ationship 祖3	⋭ 申立者氏名 /Co	mplainant	本山 太郎	
証明として東山花子	次郎の母である東山花子に月額5 そへの振込を確認できる通帳写し?		をしていることをここに申し立てます。	

#### 給与支給(予定)証明書

#### Salary Payment (Estimated) Certificate

#### 名古屋大学総長 殿

To the President of Nagoya University

学生番号 Student Number					
申請者氏名 Name					

#### 給与支給責任者の方へ、記入上のお願い

- 1. 以下①~⑤を記入してください。必ず<u>雇用先の方が記入</u>してください。 Please fill in the following ①~⑤. These columns must <u>be completed by the Payroll Manager.</u>
- 2. 給与額は、通勤費を除いた税込額で記入してください。
  Please write the amount excluded commuting expenses from salary and including tax as your salary.
- 3. 支給実績がない場合は、支給予定を記入してください。
  If there is no actual payment, please enter the estimated payment amount.

① 就業者氏名 Employee Name									
② 種 類	一般アルバイト						家	庭教師	
Types	Part-time Job				Home Teacher				
③ 就労期間	年	月	~	継続		退職	(	年	月)
Period of Employment	YY	MM	~	Continued	-	Retire	d(	YY	MM)
		年		月分(for Y	Y MM)			F	(JPY)
④ 給 与(申請前直近3ヶ月分)		年		月分(for Y	YY MM)	円(J		(JPY)	
Salary (For the previous 3 months)		年 月分(for YY MM)					円(JPY)		
	3ヶ月	分合記	<del> </del>  (T	otal of 3mo	nths)		•	円	(JPY)

⑤ 上記のとおり証明します。

年 月 日 (YY MM DD)

給与支給責任者 The Payroll Manager

所在地•住所

Location/Address 事業所名·店名 Office/Shop Name

氏名 NAME

(FI)

#### [注意事項 / Note]

1. この様式は、雇用主(給与支給責任者)に記入してもらってください。※申請者記入不可

This Form should be filled out by the employrer (the Payroll Manager). \*\*Applicant cannot fill in

2. この様式を提出した場合は、【様式5-2】及び支払明細書等は不要です。

Those who submit this form are not required to submit [Form 5-2] and your payslips etc.

- 3. 2カ所以上でアルバイト等をしている場合は、必要な枚数を印刷してください。
  - If the applicant has more than 2 part-time jobs, print the form as needed.
- 4. TA・RA(卓越含む)・チューター・研究アシスタントについては、この様式ではなく、期間・金額の分かる発令通知書または 労働条件通知書等(写)を提出してください。

For TA/RA (including excellence), tutors, and research assistants, submit a document (copy) such as a notice of announcemer or a notice of working conditions that shows the period and amount, instead of this form.

#### 給与支給(予定)証明書

#### Salary Payment (Estimated) Certificate

#### 名古屋大学総長 殿

To the President of Nagoya University

学生番号 Student Number	2	0	2	2	1	2	3	4	5
申請者氏名 Name			Ź	名オ	7	太郎	3		

#### 給与支給責任者の方へ、記入上のお願い

- 1. 以下①~⑤を記入してください。必ず<u>雇用先の方が記入</u>してください。 Please fill in the following ①~⑤. These columns must <u>be completed by the Payroll Manager.</u>
- 2. 給与額は、通勤費を除いた税込額で記入してください。
  Please write the amount excluded commuting expenses from salary and including tax as your salary.
- 3. 支給実績がない場合は、支給予定を記入してください。
  If there is no actual payment, please enter the estimated payment amount.

① 就業者氏名 Employee Name	名大 太郎								
2 種 類	一般アルバイト	家庭教師							
Types	Part-time Job	Home Teacher							
③ 就労期間	2021 年 10 月 ~ 継続	退職 (	年 月)						
Period of Employment	YY MM ~ Continued	Retired(	YY MM)						
	2021 年 12 月分(for YY MM)	80,000	円(JPY)						
④ 給 与(申請前直近3ヶ月分)	<b>2022</b> 年 <b>1</b> 月分(for YY MM)	38,500	円(JPY)						
Salary (For the previous 3 months)	<b>2022</b> 年 <b>2</b> 月分(for YY MM)	40,000	円(JPY)						
	3ヶ月分合計(Total of 3months)	158,500	円(JPY)						

⑤ 上記のとおり証明します。

2022 年 3 月 4 日 (YY MM DD)

> 給与支給責任者 The Payroll Manager

所在地·住所 Location/Address 事業所名·店名

Office/Shop Name 氏名 NAME 〒123-4567

愛知県名古屋市千種区不老町1 名大産業 株式会社

TEL: 052-789-1234



#### [注意事項 / Note]

- 1. この様式は、<u>雇用主(給与支給責任者)に記入</u>してもらってください。 ※申請者記入不可
  This Form should be filled out by the employrer (the Payroll Manager). ※Applicant cannot fill in
- 2. この様式を提出した場合は、【様式5-2】及び支払明細書等は不要です。

Those who submit this form are not required to submit [Form 5-2] and your payslips etc.

- 3. 2カ所以上でアルバイト等をしている場合は、必要な枚数を印刷してください。 If the applicant has more than 2 part-time jobs, print the form as needed.
- 4. TA・RA(卓越含む)・チューター・研究アシスタントについては、この様式ではなく、期間・金額の分かる発令通知書または 労働条件通知書等(写)を提出してください。

For TA/RA (including excellence), tutors, and research assistants, submit a document (copy) such as a notice of announcemer or a notice of working conditions that shows the period and amount, instead of this form.

#### 給与(アルバイト等(3ヶ月分))明細書貼付用紙

Monthly Payment Details of Part-Time Job (for 3months)

年 月 日 (YY MM DD)

学生番号					
Student Number					
申請者氏名					
Name					

就業者氏名 Worker's Name											
職 種(勤務先名) Occupation (Work Place)					(				)		
就労期間	年	月	~	継続		退職	(	年	月)		
Period of Employment	YY	MM	~	Continued		Retired	) (	YY	MM)		
		年		月分(for YY	MM)			H	(JPY)		
給 与(通勤費を除く)		年		月分(for YY	MM)			円	円(JPY)		
Salary (Excluded Commuting		年		月分(for YY	MM)			円	円(JPY)		
Expenses)	3ヶ月	分合詞	†(Ta	tal of 3mont	hs)			円	円(JPY)		

- ・給与(アルバイト等(3ヶ月分))明細書を添付してください。
- Please attach a statement of salary (part-time job, etc. (for 3months)).
- ・最近の3ヶ月の支払金額が分かる書類。
- Documents showing the payment amount for the last 3months.
- •給与明細には、勤務先名、学生氏名、支給期間、支給金額が明記されていること。
  The salary statement must clearly indicate the name of the place of employment, the name of the student, the period of payment, and the amount of payment.

#### [注意事項 / Note]

- 1. この様式を提出した場合は、【様式5-1】は不要です。
  - Those who submit this form are not required to submit [Form 5-1].
- 2. 2カ所以上でアルバイト等をしている場合は、必要な枚数を印刷してください。
  - If the applicant has more than 2 part-time jobs, print the form as needed.
- 3. TA・RA(卓越含む)・チューター・研究アシスタントについては、この様式ではなく、期間・金額の分かる発令通知書または労働条件通知書等(写)を提出してください。

For TA/RA (including excellence), tutors, and research assistants, submit a document (copy) such as a notice of announcement or a notice of working conditions that shows the period and amount, instead of this form.

## 給与(アルバイト等(3ヶ月分))明細書貼付用紙

Monthly Payment Details of Part-Time Job (for 3months)

2022 年 4 月 12 日 (YY MM DD)

学生番号 Student Number	2	0	2	2	1	2	3	4	5
申請者氏名 Name			名	大大		太月	郭	-	

就業者氏名 Worker's Name	名大 太郎					
職 種(勤務先名) Occupation (Work Place)	販売員(セブンイレブン)					
就労期間	2020 年	4 月	~	継続	退職 ( 2	021 年 12 月)
Period of Employment	YY	MM	ı ~	Continued	Retired (	YY MM)
	2	021 年	10	月分(for YY MM)	48,920	円(JPY)
給 与(通勤費を除く)	2	021 年	11	月分(for YY MM)	75,570	円(JPY)
Salary (Excluded Commuting Expenses)	2	021 年	12	月分(for YY MM)	19,240	円(JPY)
Expenses)	37	月分合	計(To	tal of 3months)	143,730	円(JPY)

(例) 支給期間(Payment Period) 氏名(Worker's Name) 勤務先(Company Name) 株式会社 セブンイレブン 令和3年11月分 給与明細書 名大 太郎 出勤日数 欠勤日数 有給日数 有給残 勤 16.0 0.0 0.0 4.0 怠 休日出勤時間 勤務時間 普通残業時間 深夜残業時間 81.0 時間外手当 通勤手当 資格手当 基本給 住居手当 家族手当 7.680 75,330 240 0 0 0 支 給 課税対象額 75,570 健康保険 介護保険 厚生年金 雇用保険 子ども・子育て拠出金 社会保険計 0 除 控除合計 所得税 住民税 0 0 0 支給額 支給金額(Payment Amount)

> この例では交通費込みのため× Excluded commuting expenses

別紙7

#### 修業年限超過の理由書 (Inevitable Reason)

留年者、標準修業年限超過者は、原則として、授業料免除の対象としませんが、病気、出産、交換留学等の特別な事由がある場合は、免除の対象として認められる場合があります。経済的に授業料納付が困難だが、やむを得ない事由により留年又は標準修業年限超過となった者は、この様式に、やむを得ない事由を証明する書類を添付の上、提出してください。

Students who are enrolled over the minimum study period, are not eligible to apply for tuition fee exemption.

The application may be accepted for special reasons; illvess, childbirth, exchange study abroad etc.

|--|

#### 1. 就学状況 School Attendance 【学生記入 Filled in by students】

所属学部・研究科の課程における在学状況(在学・休学・留学)について、入学時から記入してください。

Fill in your Enrollment Status (Enrollment, Leave of Absence, Study Abroad) for each semester in your course from the admission.

年度 Academic Year	学期 Semester	学年 Gade	在学状況 Enrollment Status	学期 Semester	学年 Gade	在学状況 Enrollment Status
Year	春学期 Spring Sem			秋学期 Fall Sem		
Year	春学期 Spring Sem			秋学期 Fall Sem		
Year	春学期 Spring Sem			秋学期 Fall Sem		
Year	春学期 Spring Sem			秋学期 Fall Sem		
Year	春学期 Spring Sem			秋学期 Fall Sem		

<sup>※</sup>複数年度にわたり、在学状況が同じ場合は、同じ行にまとめて記入してください。

If you have the same enrollment status for multiple years, please fill in the same line.

#### 2. 理由 REASON(S) 【学生記入 Filled in by students】

標準修業年限を超過した具体的な理由を記入してください。

Please fill in the special reason(s) why you have exceeded the minimum study period as specific as possible.

理由が複数ある場合は、それぞれについて記入してください。

If you have multiple reasons, please fill in all one by one.

※理由が「病気」の場合は、通入院期間と病名が分かる、医療機関等の発行する診断書を添付してください
--

If the reason is "illness", please attach a medical certificate issued by medical institution, etc.,

which shows the treatment period and the name of illness.

※理由が「留学」の場合は、留学の期間と目的、留学先が分かる書類を添付してください。

If the reason is "study abroad", please attach the document that shows the period and purpose of study abroad and the destination of study abroad.

※留年・修業年限超過して授業料免除の対象とならない事例

単なる単位不足、国家試験等の受験、大学院受験、就職活動、論文作成、その他自己都合

The following reasons are **not accepted** for tuition exemption.

Insufficient credit, Taking national exams, Graduate school exam, Looking for a job, Writing Thesis, Othr Personal Reasons

#### 3. 指導教員等の所見 【教員記入 Filled in by Supervisor or Faculty member】

上記の理由により、申請者の留年または修業年限超過は、やむを得ないものと認める。 (追加の所見がありましたら、以下に記入してください。)

年(year)	月(month)	日(day)
指導教員ま	教員	
Supervisor	or Faculty men	nber

別紙7

#### 修業年限超過の理由書 (Inevitable Reason)

留年者,標準修業年限超過者は,原則として,授業料免除の対象としませんが,病気,出産,交換留学等の特別な事由がある場合は,免除の対象として認められる場合があります。経済的に授業料納付が困難だが,やむを得ない事由により留年又は標準修業年限超過となった者は,この様式に,やむを得ない事由を証明する書類を添付の上,提出してください。

Students who are enrolled over the minimum study period, are not eligible to apply for tuition fee exemption.

The application may be accepted for special reasons; illvess, childbirth, exchange study abroad etc.

	学生番号 Student Number	501812345	申請者氏名 Name(Printed)	名大 一郎
- 1				

#### 1. 就学状況 School Attendance 【学生記入 Filled in by students】

所属学部・研究科の課程における在学状況(在学・休学・留学)について、入学時から記入してください。

Fill in your Enrollment Status (Enrollment, Leave of Absence, Study Abroad) for each semester in your course from the admission.

年度 Academic	-	学期 Semester	学年 Gade	在学状況 Enrollment Status	字脚 Samactar	学年 Gade	在学状況 Enrollment Status
2018	Year	前期(4~9月)	1	在学	後期(10月~3月)	1	在学
2019	Year	前期(4~9月)	2	休学	後期(10月~3月)	2	在学
2020	Year	前期(4~9月)	3	留学	後期(10月~3月)	3	留学
2021	Year	前期(4~9月)	4	在学	後期(10月~3月)	4	在学
2022	Year	前期(4~9月)	4	在学	後期(10月~3月)		

<sup>※</sup>複数年度にわたり、在学状況が同じ場合は、同じ行にまとめて記入してください。

If you have the same enrollment status for multiple years, please fill in the same line.

#### 2. 理由 REASON(S) 【学生記入 Filled in by students】

標準修業年限を超過した具体的な理由を記入してください。

Please fill in the special reason(s) why you have exceeded the minimum study period as specific as possible.

理由が複数ある場合は、それぞれについて記入してください。

If you have multiple reasons, please fill in all one by one.

- ・2019年度前期休学:右ひじ骨折による入院、手術、リハビリ通院のため
- 2020年度前後期留学: フライブルグ大学へ交換留学(単位互換)
  - ※理由が「病気」の場合は、通入院期間と病名が分かる、医療機関等の発行する診断書を添付してください。

If the reason is "illness", please attach a medical certificate issued by medical institution, etc.,

which shows the treatment period and the name of illness.

- ※理由が「留学」の場合は、留学の期間と目的、留学先が分かる書類を添付してください。
  - If the reason is "study abroad", please attach the document that shows the period and purpose of study abroad and the destination of study abroad.
- ※留年・修業年限超過して授業料免除の対象とならない事例

単なる単位不足、国家試験等の受験、大学院受験、就職活動、論文作成、その他自己都合

The following reasons are **not accepted** for tuition exemption.

Insufficient credit, Taking national exams, Graduate school exam, Looking for a job, Writing Thesis, Othr Personal Reasons

#### 3. 指導教員等の所見 【教員記入 Filled in by Supervisor or Faculty member】

上記の理由により、申請者の留年または修業年限超過は、やむを得ないものと認める。 (追加の所見がありましたら、以下に記入してください。)

2022	在(vear)	3 月(month)	/ 日(day)



Admission Fee Exemption / Deferred Payment and Tuition Fee Exemption Application Guidelines Nagoya University FY2022

# INTRODUCTION

This is Admission Fee Exemption / Deferred Payment and Tuition Fee Exemption that Nagoya University independently implements.

The target is graduate students, undergraduate privately funded international students, and Japanese undergraduate students enrolled before 2019.

Note that Japanese undergraduate students enrolled after 2020 will be supported by the "Higher Education Study Support System" that the government has been implementing since April 2020.

Even if you are a Japanese undergraduate student enrolled after 2020, you can apply if you meet Nagoya University's original Admission Fee Exemption (Deferred Payment) Application qualification (page 5) or Tuition Fee Exemption Application qualification (page 5).

Regarding application qualifications for Admission Fee Exemption (Deferred Payment) and Tuition Fee Exemption Application for households affected by severe disasters, students of households affected by the target disaster should use the required documents specified in the Admission Fee Exemption (Deferred Payment) and Tuition Fee Exemption Application guidelines. In addition, it is necessary to submit a "Disaster Certificate".

Professionals and those who have exceeded the standard period of study are not eligible for Tuition Fee Exemption in principle, but those who have repeated a year or have exceeded the standard period of study for less than one year may be accepted for some reason.

"Repeating year" means staying in the same grade, and "exceeding the standard period of study" means that the period of enrollment including the period of leave of absence exceeds the regular period of study.

- \* The submitted documents will not be returned. Therefore, submit a "copy" as much as possible for documents that can be copied.
- \* Make a copy of all the documents to be submitted and keep the copy in a safe place until the result is announced. If there are any corrections, we may ask you to make corrections to the copy and resubmit it.

#### CONTENTS

INTRODUCTION	0
CONTENTS	0
I . OVERVIEW	0
1. ELIGIBILITY	1
(1) ELIGIBILITY FOR THE ADMISSION FEE EXEMPTION / DEFERRED PAYMENT AND TUITION	FEE
EXEMPTION APPLICATION FOR NEW STUDENTS	1
(2) ELIGIBILITY FOR THE TUITION FEE EXEMPTION APPLICATION FOR NEW STUDENTS	2
(3) ELIGIBILITY FOR THE TUITION FEE EXEMPTION APPLICATION FOR CURRENT STUDENTS	4
2. THE FLOW OF APPLICATION	5
(1) THE FLOW OF APPLICATION FOR THE ADMISSION FEE EXEMPTION OR DEFERRED PAYMI	ENT 5
(ア) GRADUATE STUDENTS	5
(イ) PRIVATELY – FINANCED INTERNATIONAL STUDENT	7
(ウ) JAPANESE UNDERGRADUATE STUDENTS	9
(2) THE FLOW OF APPLICATION FOR TUITION FEE EXEMPTION	11
3. NOTES	13
4. RESULT ANNOUNCEMENT	14
(1) RESULTS OF ADMISSION FEE EXEMPTION (DEFERRAL OF COLLECTION) APPLICATION	14
(2) RESULT OF TUITION FEE EXEMPTION APPLICATION	14
5. HANDLING OF PERSONAL INFORMATION	15
6. MAXIMUM INCOME ESTIMATED FOR THE APPLICATION	16
II. TUITION FEE EXEMPTION STUDENT APPLICATION SYSTEM.	18
1. INTERFACE	19
2. LOGIN SCREEN	20
3. TOP MENU	21
4. ENTER BASIC INFORMATION	23
(1) AGREEMENT	23
(2) APPLICATION PATTERN SELECTION SCREEN	23
(3) APPLICATION TYPE SELECTION SCREEN	24
(4) APPLICATION DETAILS INPUT SCREEN	
(5) APPLICATION CONFIRMATION SCREEN	33
(6) COMPLETION SCREEN	35
5. ENTERING MORE INFORMATION	
(1) APPLICATION TARGET SELECTION SCREEN	
(2) SUBMENU SCREEN	
ア. ENTER FAMILY SITUATION	
イ. ENTER THE STUDENT STATUS	
ウ. ENTER SCHOLARSHIP STATUS	50

# CONTENTS 1. ELIGIBILITY

エ. ENTER PART – TIME JOB INFORMATION	52
オ. TO ENTER DISASTER DAMEGES	58
カ. ENTERING SINGLE – PARENT HOUSEHOLDS INFORMATION	60
⇒. PERSON WITH A DISABILITY INFORMATION INPUT	63
ク. ENTER LIVING EXPENSES INFORMATION	65
(3) SUBMENU SCREEN (AFTER INPUT IS COMPLETED)	69
(4) CONFIRMATION SCREEN	69
6. TO PRINT	72
(1) APPLICATION DETAILS PRINT SCREEN	72
(2) APPLICATION DOCUMENT SAMPLE	73
> TUITION FEE EXEMPTION APPLICATION (PRIVATELY FUNDED INTERNATIONAL S	STUDENTS)
	73
> FAMILY SITUATION SURVEY (PRIVATELY FUNDED INTERNATIONAL STUDENTS)	74
> INCOME STATUS REPORT (INDEPENDENT LIVELIHOOD)	75
> INCOME STATUS REPORT (PRIVATELY FUNDED INTERNATIONAL STUDENT)	76
> INTERROGATION RECORD	77
III. LIST OF REQUIRED DOCUMENTS TO BE SUBMITTED	78
1. DOCUMENTS REQUIRED FOR SUBMISSION	79
2. DOCUMENTS	82
(1) DOCUMENTS THAT CAN BE PRINTED WITHIN THE ADMISSION FEE EXEMPTION / T	UITION FEE
EXEMPTION SYSTEM	82
(2) DOCUMENTS THAT CAN BE DOWNLOADED FROM THE NAGOYA UNIVERSITY WEE	SITE 82
(3) DOCUMENTS SUBMITTED BY ALL APPLICANTS FOR ADMISSION FEE EXEMPTION	(DEFERRAL
OF COLLECTION)	83
(4) DOCUMENTS SUBMITTED BY ALL APPLICANTS FOR TUITION FEE EXEMPTION	84
(5) DOCUMENTS SUBMITTED BY THE PERSON CONCERNED	84

# I. OVERVIEW

#### 1. ELIGIBILITY

# (1) ELIGIBILITY FOR THE ADMISSION FEE EXEMPTION / DEFERRED PAYMENT AND TUITION FEE EXEMPTION APPLICATION FOR NEW STUDENTS

Undergraduate or graduate students (except for auditing students, non-degree students, etc.) who fall under any of the following are eligible.

#### Undergraduate Students (Including transfer students)

	Eligibility for the Admission Fee	Eligibility for Deferred Payment of the
	Exemption Application	Admission Fee
	Students who face extreme difficulty in paying their	Same as on the left
	admission fee because within one year before enrolling	
1.	in the university their educational sponsor (i.e. father)	
	has died.	
	Students who face extreme difficulty in paying their	Same as on the left
	admission fee because within one year before enrolling	
2.	in the university students who themselves and/or their	
	educational sponsor have suffered from a natural	
	disaster such as a storm or flood.	
	Those who are the main educational sponsor or those	Same as on the left
	who have been affected by the following catastrophic	
	disaster	
3.	The target catastrophic disasters:	
	Heavy rain in July 2018 / Hokkaido Eastern Iburi	
	Earthquake in September 2018/ Storm and heavy rain	
	in August, September 2019/ Heavy rain in July 2020	
	As of 1st April 2022 (or 1st October 2022), those who	As of 1st April 2022 (or 1st October 2022), those who
	have two or more applicable items in the following ①	have one or more applicable items in the following
	to ⑤ and are extremely difficult to pay the admission	① to ⑥ and are difficult to pay the admission fee
	fee.	by the due date.
4.		
	① The educational sponsor has been receiving	① The educational sponsor has been receiving
	medical treatment for 6 months or more due to illness	medical treatment for 6 months or more due to
	or accident.	illness or accident.
	② The educational sponsor is a physically	② The educational sponsor is a physically
	handicapped person	handicapped person

<sup>\*</sup>Eligibility requirements differ for students enrolling in undergraduate and graduate schools.

③ Within one year before enrollment, the educational sponsor lost his/her job or the company he/she runs went bankrupt.
 ④ It is a livelihood protection household
 ⑤ Single-parent family
 ③ Within one year before enrollment, the educational sponsor lost his/her job or the company he/she runs went bankrupt.
 ④ It is a livelihood protection household
 ⑤ Single-parent family
 ⑥ For financial reasons, etc.

#### NOTE

For privately funded international students, the situation in Japan is applicable, and the situation in their home country does not qualify for application.

#### **Graduate Students**

	Eligibility for Admission Fee Exemption or Deferred Payment of the Admission Fee				
1	Students who have difficulty in paying their admission fee for financial reasons (excluding loan repayment or				
1.	other debt), and who are moreover recognized as excellent academic achievers.				
	Students who are recognized as facing extreme difficulty in paying their admission fee because within one year				
2	before enrolling in the university, either the person who will bear the educational expenses (e.g. father) has				
2.	died, or, the person who will bear the educational expenses or the student him/herself has been the victim of a				
	storm, flood, or other disaster.				
	Those who are the main educational sponsor s or those who have been affected by the following catastrophic				
	disaster				
3.	The target catastrophic disasters:				
	Heavy rain in July 2018 / Hokkaido Eastern Iburi Earthquake in September 2018/ Storm and heavy rain in				
	August, September 2019/ Heavy rain in July 2020				

# (2) ELIGIBILITY FOR THE TUITION FEE EXEMPTION APPLICATION FOR NEW STUDENTS

Undergraduate or graduate students (except for auditing students, non-degree students etc.) who fall under any of the following are eligible.

\*Eligibility requirements differ for students enrolling in undergraduate and graduate schools.

#### Undergraduate Students (Including transfer students)

	Ondergraduate officiality (metalling transfer students)				
		Eligibility for the Tuition Fee Exemption Application			
1	_	Students who face difficulty in paying their tuition fee due to economic reasons (excluding loan repayment or			
	1.	other debt) and are recognized as having excellent academic achievements.			

Those who are the main educational sponsors or those who have been affected by the following catastrophic disaster

2. The target catastrophic disasters:

Heavy rain in July 2018 / Hokkaido Eastern Iburi Earthquake in September 2018/ Storm and heavy rain in August, September 2019/ Heavy rain in July 2020

#### **Graduate Students**

	Eligibility for the Tuition Fee Exemption Application				
1.	Students who face difficulty in paying their tuition fee due to economic reasons (excluding loan repayment or				
1.	other debt) and are recognized as having excellent academic achievements.				
	Students who face extreme difficulty in paying their tuition fee during the time periods designated below				
	because their educational sponsor has died, or students who themselves and/or their educational sponsor have				
2.	suffered from a natural disaster such as a storm or flood.				
	For new students starting in April: April 2020 - March 2021				
	For new students starting in October: October 2020 – September 2021				
	Those who are the main educational sponsors or those who have been affected by the following catastrophic				
	disaster				
3.	The target catastrophic disasters:				
	Heavy rain in July 2018 / Hokkaido Eastern Iburi Earthquake in September 2018/ Storm and heavy rain in				
	August, September 2019/ Heavy rain in July 2020				

# (3) ELIGIBILITY FOR THE TUITION FEE EXEMPTION APPLICATION FOR CURRENT STUDENTS

Undergraduate or graduate students (except for auditing students, non-degree students etc.) who fall under any of the following are eligible.

Even if you are a Japanese undergraduate student enrolled after 2020, you will be eligible for the application if you meet the following exemption application qualifications 3.

	Eligibility for the Tuition Fee Exemption Application				
	Students who face difficulty in paying their tuition fee due to economic reasons (excluding loan repayment or				
1.	other debt) and are recognized as having excellent academic achievements.				
	Students who face extreme difficulty in paying their tuition fee during the time periods designated below				
	because their educational sponsor has died, or students who themselves and/or their educational sponsor have				
	suffered from a natural disaster such as a storm or flood.				
2.	For current students who have submitted a Simultaneous Application: October 2021 - March 2022				
	For current students who have submitted a Spring Semester Application: October 2021 - March 2022				
	For current students who have submitted a Fall Semester Application: April 2019 - September 2019				
	Those who are the main educational sponsors or those who have been affected by the following catastrophic				
	disaster				
3.	The target catastrophic disasters:				
	Heavy rain in July 2018 / Hokkaido Eastern Iburi Earthquake in September 2018/ Storm and heavy rain in				
	August, September 2019/ Heavy rain in July 2020				
	Circumstances similar to those indicated above and approved by the University president.				
	As a general rule, those who have repeated a year and those who have exceeded the standard period of study				
1	are not eligible for Tuition Fee Exemption Application, but those who have repeated a year or have exceeded				
4.	the standard period of study for less than one year may be admitted for some reason. Read the explanation in				
	[Form 7] and, if there are any special reasons, submit the required documents.				
	* "repeating year" means staying in the same grade, and "exceeding the standard period of study" means that				
	the period of enrollment including the period of leave of absence exceeds the regular period of study.				

#### NOTE

If you meet the household standards but do not meet the academic performance standards of each faculty / graduate school, you will not be considered as excellent in academic performance and will not be eligible for exemption. Even in the case of promotion, those who have no or very few credits will not be eligible for exemption.

#### 2. THE FLOW OF APPLICATION

# (1) THE FLOW OF APPLICATION FOR THE ADMISSION FEE EXEMPTION OR DEFERRED PAYMENT

#### (ア) GRADUATE STUDENTS

#### 01. TO SUBMIT THE APPLICATION

- < For new students starting in April>
  - At the time of admission procedure, please submit ① "Nagoya University Admission Fee Exemption / Deferred Payment and Tuition Fee Exemption" ② "Income Certificate FY2021 (2020)" of household supporters (page 30).
  - Follow the instructions of the graduate school you plan to enroll in for the submission procedure.
- < For new students starting in October>
  - At the time of admission procedure, please submit ① "Nagoya University Admission Fee Exemption / Deferred Payment and Tuition Fee Exemption" ② "Income Certificate FY2022 (2021)" of household supporters (page 30).
  - Follow the instructions of the graduate school you plan to enroll in for the submission procedure.

#### 02. TO APPLY THROUGH TUITION FEE EXEMPTION APPLICATION SYTEM AFTER EROLLEMENT

- Enter the application information by referring to this procedure (page 18-) below.
- It is not necessary to apply separately because the application for Admission Fee Exemption (Deferral of Collection) and the application for Tuition Fee Exemption are combined.
- Application Period
  - For new students starting in April: Friday, 1st Tuesday, 12th April Tuesday, 19th April 2022 17:00(JST)

    [PUNCTUAL]
  - For new students starting in October: To Be Determined (scheduled to be posted later August early September 2022 the university website.

#### 01.-1. Enter basic information

 After receiving the basic information input completion email, proceed to "01.-2. Enter detailed information".

#### 01.-2. Enter detailed information

• Print out the application documents after receiving the detailed information entry completion email.

#### 01.-3. Print the displayed submitted documents from the exemption system

- Print out the appropriate "Forms 1-4" documents from within the exemption system.
- If the printed content is incomplete, correct the input content.

#### 01.-4. Print the displayed documents to be submitted from the university website and create them.

- Print out the relevant "Attachments 1-5" documents from the University website and create them.
- Location of attached sheet
   Home > Education / Campus Life > Various exemptions / scholarship support > Various exemptions / scholarship support received after admission > Admission Fee Exemption / postponement of collection > Application documents

#### 01.-5. Prepare the other submitted documents displayed to be submitted

• Prepare other required documents.

#### 03. Submit the required documents by the deadline

- The submission destination and deadline vary depending on the graduate school to which you belong, so check the university website.
- If you have any documents that are not in time for submission, inform the submission destination at the time of submission.

#### 04. Submit "2022 (2021) Income Certificate" of household supporters (after June)

#### < For new students starting in April>

- The "Income Certificate FY2022 (2021)" can be issued in principle at the municipality where the resident card was issued on 1<sup>st</sup> January 2022 after 1<sup>st</sup> June 2022.
  - There are many certificates that do not have the required information printed on them, so be careful when requesting issuance.
  - Note that the year is different from the income and tax certificate submitted at the time of admission procedure.
- Write the applicant's name and student number on the surface of the certificate at the time of submission.
- The submission destination and deadline for submission vary depending on the graduate school to which you belong, so check the university website.

#### < For new students starting in October>

■ This procedure is not required as it was submitted during the admission procedure.

#### 05. Admission Fee Exemption (deferral of collection) Receive the application result at the counter

■ When the notification date is set, it will be posted on the university website, so please check it as appropriate and come to pick it up.

- Result Notification Date
  - April Enrollment: Middlepu of July 2022
  - · October Enrollment: Earlier December 2022
- The location varies depending on the graduate school you belong to, so check the university's website.

  Home > Education / Campus Life > Various exemption systems / scholarship support > Various exemptions / scholarship support received after admission > Reiwa 4th semester Tuition Fee Exemption Application document submission destination / contact information list.

#### 06. Check the results of the Admission Fee Exemption (deferral of collection) application on NU PORTAL

- When the result announcement date is set, it will be posted on the Nagoya University website, so check accordingly and log in to the Nagoya University Portal.
- Result Notification Date
  - Spring Semester Application: Middle of August 2022
  - · Fall Semester Application: Middle of December 2022

#### (イ) PRIVATELY - FINANCED INTERNATIONAL STUDENT

- 01. Check the application eligibility in the "Admission Procedure Guidelines" posted on UCARO, and select "Apply".
  - Complete the admission procedure without paying the Admission Fee
     Note that the admission fee paid will not be refunded regardless of whether you are eligible to apply.
- 02. To submit Admission Fee Exemption / collection deferment application documents
  - Submit the "Income Certificate FY2021 (2020)" of ② household supporter (page 30) on ① "Nagoya University Admission Fee Exemption / Collection Deferment Application".
    - ①The "Nagoya University Admission Fee Exemption / Collection Deferment Application Form" can be downloaded from the Nagoya University website.
      - Home > Education / Campus Life > Various exemptions / scholarship support > Various exemptions / scholarship support received after admission > Admission Fee Exemption / Postponement of Collection > Application documents
    - ② The "Income Certificate FY2021 (2020)" for household supporters will be issued at the municipality where the resident registration was made on 1st January 2021.
  - Deadline
    - Friday, 25<sup>th</sup> March 2022 17:00(JST) [MUST ARRIVE]
  - Adress
    - Student Support Division, Education and International Affairs, Nagoya University Furo-cho, Chikusa-ku, Nagoya 4648601 JAPAN

#### 03. TO APPLY THROUGH TUITION FEE EXEMPTION APPLICATION SYTEM AFTER EROLLEMENT

- Enter the application information by referring to this guideline (page 18-) below.
- It is not necessary to apply separately because the application for Admission Fee Exemption (Deferral of Collection) and the application for Tuition Fee Exemption are combined.
- System Application Date

Friday, 1st Tuesday, 12th - Tuesday 19th April 2022

#### 03.-1. Enter basic information into the exemption system

 After receiving the basic information input completion email, proceed to "03.-2. Enter detailed information".

#### 03.-2. Enter details into the exemption system

• Print out the application documents after receiving the detailed information entry completion email.

#### 03.-3. Print the displayed submitted documents from the exemption system

- Print the appropriate "Forms 1-4" documents from within the system.
- If the printed content is incomplete, correct the input content.

# 03.-4. Print and create the displayed documents to be submitted from the Nagoya University website.

- Print out and create the "Attachments 1-5" documents that apply to you from the University website.
- Location

Home > Education / Campus Life > Various exemptions / scholarship support > Various exemptions / scholarship support received after admission > Admission Fee Exemption / Postponement of Collection > Application documents

#### 03.-5. Prepare the displayed other documents to be submitted

Prepare other documents that you will prepare yourself.

#### 04. Submit the required documents displayed in the exemption system by the deadline

Deadline

Friday, 22nd April 2022 17:00(JST) [MUST ARRIVE]

Adress

Student Support Division, Education and International Affairs, Nagoya University

Furo-cho, Chikusa-ku, Nagoya 4648601 JAPAN

■ If you have any documents that are not in time for submission, inform the submission destination at the time of submission.

#### 05. Submit "2022 (2021) Income Certificate" of household supporters (after June) of house supporter

- The "Income Certificate FY2021 (2020)" can be issued in principle at the municipality where the resident card was issued on 1<sup>st</sup> January 2022 after 1<sup>st</sup> June 2022.
  - There are many certificates that do not have the required information printed on them, so be careful when requesting issuance.
  - Note that the year is different from the income and tax certificate submitted at the time of admission procedure.
  - · Write the applicant's name and student number on the surface of the certificate at the time of submission.
- Deadline

Friday, 22<sup>nd</sup> April 2022 17:00(JST) [MUST ARRIVE]

■ Adress

Student Support Division, Education and International Affairs, Nagoya University Furo-cho, Chikusa-ku, Nagoya 4648601 JAPAN

■ If you have any documents that are not in time for submission, inform the submission destination at the time of submission.

#### 06. Admission Fee Exemption (deferral of collection) Receive the application result at the counter

- When the notification date is set, it will be posted on the university website, so please check it as appropriate and come to pick it up.
- Result Notification DateMiddle of July 2022
- The location

Student Support Division, Education and International Affairs.

#### 07. Check the results of the Tuition Fee Exemption application on NU PORTAL site

- When the result announcement date is set, it will be posted on the Nagoya University website, so check accordingly and log in to the Nagoya University Portal.
- Result Notification Date
  - Spring Semester Application: Middle of August 2022
  - · Fall Semester Application: Middle of December 2022

#### (ウ) JAPANESE UNDERGRADUATE STUDENTS

If you are eligible to apply for Nagoya University's own admission fee reduction or exemption regardless of whether you are eligible for the JASSO benefit scholarship

- 01. Check the application eligibility in the "Admission Procedure Guidelines" posted on UCARO, and select "Apply".
  - Complete the admission procedure without paying the admission fee
     \*\*Please note that the entrance fee paid will not be refunded regardless of whether you are eligible to apply.

#### 02. 入学料免除・徴収猶予申請書類を提出する

- Submit the "Income Certificate FY2021 (2020)" of ② household supporter (page 30) on ① "Nagoya University Admission Fee Exemption / Collection Deferment Application".
  - ①The "Nagoya University Admission Fee Exemption / Collection Deferment Application Form" can be downloaded from the Nagoya University website.
    - Home > Education / Campus Life > Various exemptions / scholarship support > Various exemptions / scholarship support received after admission > Admission Fee Exemption / Postponement of Collection > Application documents
  - ② The "Income Certificate 2021" for household supporters will be issued at the municipality where the resident registration was made on 1<sup>st</sup> January 2021.
- Deadline

Friday, 25th March 2022 17:00(JST) [MUST ARRIVE]

■ Adress

Student Support Division, Education and International Affairs, Nagoya University Furo-cho, Chikusa-ku, Nagoya 4648601 JAPAN

■ If you have any documents that are not in time for submission, inform the submission destination at the time of submission.

#### 03. Submit the required documents contacted by the Student Support Division

- Based on the Admission Fee Exemption / Collection DefermentAapplication submitted in 02., the Student Support Division will scrutinize the required documents for each applicant. After the scrutiny, the Student Support Division will notify the applicant by e-mail of the required documents to be submitted, so please submit them by the deadline.
- The submission method, destination, and deadline will be described in the email. If you have any documents that are not in time for submission, inform the submission destination at the time of submission.

#### 04. Receive the results at the Student Support Division

- When the notification date is set, it will be posted on the university website, so please check it as appropriate and come to pick it up.
- Result Notification DateMiddle of July 2022
- The location

Student Support Division, Education and International Affairs.

#### (2) THE FLOW OF APPLICATION FOR TUITION FEE EXEMPTION

#### 01. APPLY THROUGH TUITION FEE EXEMPTION APPLICATION SYTEM

- Those who enroll (new course) from April (October) should apply with the new student number after April (October).
- Those who applied with the student number of the previous course are invalid.
- Note that the application period varies depending on the year of enrollment.

  It is not necessary to apply separately because the application for Admission Fee Exemption (Deferral of Collection) and the application for Tuition Fee Exemption are combined.
- Application Period

#### <Spring Semester>

- For new students starting in April: Friday, 1st Tuesday, 12th April Tuesday, 19th April 2022 17:00(JST)

  [PUNCTUAL]
- After the second year: Monday, 7<sup>th</sup> February Tuesday, 15<sup>th</sup> March 2022 17:00(JST) [PUNCTUAL]

#### <Fall Semester>

- To be determined (scheduled to be posted later August early September 2022 the university website.
- Enter the application information by referring to this procedure (page 18-) below.

#### 01.-1. Enter basic information

 After receiving the basic information input completion email, proceed to "01.-2. Enter detailed information".

#### 01.-2. Enter detailed information

Print out the application documents after receiving the detailed information entry completion email.

#### 01.-3. Print the displayed submitted documents

- Print out the appropriate "Forms 1-4" documents from within the exemption system.
- If the printed content is incomplete, correct the input content.

#### 01.-4. Print the displayed documents to be submitted from the university website and create them.

- Print out the relevant "Attachments 1-5" documents from the University website and create them.
- Location of attached sheet
   Home > Education / Campus Life > Various exemptions / scholarship support > Various exemptions / scholarship support > Tuition Fee Exemption > Japanese undergraduate students / Privately funded foreign students / Japanese graduate students > Application documents

#### 01.-5. Prepare the other submitted documents

• Prepare other required documents

#### 02. Submit the required documents by the deadline

- The submission destination and deadline vary depending on the graduate school to which you belong, so check the university website.
- If you have any documents that are not in time for submission, inform the submission destination at the time of submission.

#### 03. To submit "Income Certificate 2022" of household supporters (after June)

#### <Spring Semester>

- The "Income Certificate FY2022 (2021)" can be issued after 1st June 2022 in principle at the municipality where the resident card was issued on 1st January 2022.
  - There are many certificates that do not have the required information printed on them, so be careful when requesting issuance.
  - Write the applicant's name and student number on the surface of the certificate at the time of submission.
- Note that the year is different from the income and tax certificate submitted at the time of admission procedure.
- The submission destination and deadline for submission vary depending on the graduate school to which you belong, so check the university website.

#### <Fall Semester>

■ This procedure is not required as it was submitted during the admission procedure.

#### 04. Check the results of the Tuition Fee Exemption application on NU PORTAL

- When the result announcement date is set, it will be posted on the Nagoya University website, so check accordingly and log in to the Nagoya University Portal.
- Result Notification Date
  - Spring Semester Application: Middle of August 2022
  - Fall Semester Application: Middle of December 2022

#### 3. NOTES

#### ★ ADMISSION FEE EXEMPTION / DEFERRED PAYMENT

Selection for Admission Fee Exemption/eferred payment will be made based on your application, financial and academic criteria and approval will be given to those selected within the limits of our budget.

"Deferred Payment" means that the deadline for payment will be pushed back. However, you will still be required to pay the full amount of the admission fee.

#### **★ TUITION FEE EXEMPTION**

Selection for Tuition Fee Exemption will be made based on your application, financial and academic criteria and approval will be given to those selected within the limits of our budget.

Those who would like to apply for both the spring and fall semesters, please submit the Simultaneous Application once a year (in the spring semester application period). (Application must be made by the applicant themselves.)

Students who will not be enrolled in the fall semester for reasons such as taking a leave of absence can submit a Spring Semester Application.

If you have submitted the Simultaneous Application and any changes in the information on the application (family status, educational, financial and other situations) occur between the time of spring semester (1st April) and fall semester (1st October) applications, you must submit a Fall Semester Change Application during the fall semester application period. Although the Simultaneous Application is available once a year, the selection is made twice a year (in the spring and fall semesters). Therefore, in some cases, the application results may differ for spring and fall semesters.

If you take a leave of absence or withdraw from the University before the application results are known, you will forfeit your application and must pay the tuition fee.

#### ★ ADMISSION FEE EXEMPTION / DEFERRED PAYMENT AND TUITION FEE EXEMPTION

During the review process, there may be instances in which documents are found to be insufficient, require further clarification, etc. and, as a result, you may be asked to submit additional documents or provide confirmation/certifications even after the period for submitting application documents has passed. So please reply promptly to any communication from the university staff. We will not be held responsible for any disadvantages applicants suffer due to failing to appropriately communicate with our staff. We will also not accept applications after the application period has passed.

Please note that if you do not submit missing or additionally requested documents by the designated date, your application will be considered incomplete and therefore excluded.

If forgery or any false statements are found in the submitted documents after the Admission Fee Exemption is approved, then this approval will be revoked and the applicant will be required to pay the admission fee.

Documents will not be returned after submission.

Those applying for the Admission Fee Exemption/Deferred Payment will be exempt from paying the fee until after the application results are announced.

Note that fees once paid is non-refundable even if your application for the Admission Fee Exemption is approved. So please be careful not to pay admission fee until after the application results are announced.

#### 4. RESULT ANNOUNCEMENT

# (1) RESULTS OF ADMISSION FEE EXEMPTION (DEFERRAL OF COLLECTION) APPLICATION

#### **★** TIME

April Enrollment: Middle of July 2022 October Enrollment: Earlier December 2022

#### **★** RESULT NORTIFICATION

Applicants must check for their application results on the bulletin board of their school/graduate school or the university webpage. Also, you must come to the counter of your school/graduate school to receive your official notification of the results.

Undergraduate Studentst: Student Support Division, Education and International Affairs

Graduate Students: The staff of your affiliated department.

We will not mail decision notifications to applicants.

Not all applications for Admission Fee Exemption will be approved.

#### **★** DUE DATE FOR PAYMENT

If you are not granted a full exemption, be sure to pay the admission fee by the following due dates.

In the case of no exemption: within 20 days including the day of announcement

In the case of deferred payment: by the end of September for spring enrollment and by the end of February for fall enrollment.

#### (2) RESULT OF TUITION FEE EXEMPTION APPLICATION

#### **★** TIME

Spring Semester Application: Middle of August 2022 Fall Semester Application: Middle of December 2022

#### **★** RESULT NORTIFICATION

Applicants must check for their application results on the bulletin board of their school/graduate school or the Nagoya University Portal page.

For information on accessing the Nagoya University Portal, please refer to the university website.

We will not mail decision notifications to applicants.

Not all applications for Tuition Fee Exemption will be approved. Please note that in some cases, the results of the application may differ for spring and fall semesters.

#### **★** DUE DATE FOR PAYMENT

If you are not granted an exemption or are granted a half exemption, be sure to pay the tuition fee by the designated due date.

#### 5. HANDLING OF PERSONAL INFORMATION

Personal information acquired at the time of application will be used for reviewing applications and related work, and will not be provided to outside parties without the consent of the applicant.

#### 6. MAXIMUM INCOME ESTIMATED FOR THE APPLICATION

In order to be approved for Admission Fee Exemption / Deferred Payment or Tuition Fee Exemption, applicants must at least meet both financial and academic criteria. Among students who meet the financial appraisal criteria for exemption, we will offer full exemption, half exemption, and deferred payment within the scope of our budget and with priority given to those facing a high degree of financial difficulty. Students with lesser financial difficulty may not be approved for any assistance.

Undergraduate

Ü	Income from Salary/Wages		Other Income	
	Commuting from home	Commuting from other than home	Commuting from home	Commuting from other than home
Two-person household	JPY 5.08 M	JPY 5.71 M	JPY 2.94 M	JPY 3.38 M
Three-person household	JPY 5.65 M	JPY 6.28 M	JPY 3.34 M	JPY 3.78 M
Four-person household	JPY 6.45 M	JPY 6.92 M	JPY 3.90 M	JPY 4.34 M

#### Masters

	Income from Salary/Wages		Other Income	
	Commuting from home	Commuting from other than home	Commuting from home	Commuting from other than home
One-person household	JPY 3.88 M	-	JPY 2.10 M	-
Two-person household	JPY 5.42 M	JPY 6.05 M	JPY 3.18 M	JPY 3.62 M
Three-person household	JPY 6.05 M	JPY 6.44 M	JPY 3.62 M	JPY 4.06 M
Four-person household	JPY 6.78 M	JPY 7.22 M	JPY 4.20 M	JPY 4.64 M

#### Doctor

	Income from Salary/Wages		Other Income	
	Commuting from home	Commuting from other than home	Commuting from home	Commuting from other than home
One-person household	JPY 4.91 M	-	JPY 2.82 M	-
Two-person household	JPY 6.90 M	JPY 7.43 M	JPY 4.32 M	JPY 4.76 M
Three-person household	JPY 7.53 M	JPY 7.97 M	JPY 4.95 M	JPY 5.39 M
Four-person household	JPY 8.21 M	JPY 8.65 M	JPY 5.63 M	JPY 6.07 M

① These tables presume that a 1-person household consists only of the applicant, a 2-person household consists of the applicant and their spouse, a 3-person household consists of the applicant and their parents, and a 4-person household is the applicant, parents, and a sibling who is a public high school student living at home.

- 2 Amounts may change depending on the makeup of your household, any special deductions, or for other reasons. It is possible to meet the criteria for the Admission Fee Exemption even if your household income is higher than the listed amounts.
- Here is a simplified version of the formula used in our financial appraisal:
   A (Financial Appraisal) = B (Income) C (Special Deductions) D (Basic Deduction)
  - A. Financial Appraisal: If it is a negative amount, you meet the financial criteria.
  - B. Income: Total Household Income
    - · Salary/Wages: Payment amount on withholding certificate, etc.
    - · Other Income: Income amount on Income Tax Returns
    - · Others: Scholarships, miscellaneous income, incidental income, etc.
  - C. Special Deductions: Certain amounts will be deducted under special circumstances, such as for single parent households, households with students dependents, etc.
  - D. Basic deduction: Certain amounts will be deducted according to the level of the student (i.e., undergraduate, masters, or doctor) and the number of household members.

# II. TUITION FEE EXEMPTION STUDENT APPLICATION SYSTEM.

In principle, this system only guarantees operation in the campus environment.

If you cannot use the on-campus system during the application period due to unavoidable circumstances, please contact the Student Support Division for undergraduate students and the graduate school to which you belong for graduate students.

Please note that it does not apply to unavoidable circumstances such as being unable to use it due to returning to your home country or home.

Note that the place and date for submission will vary depending on your school/graduate school and your year. Be sure to check the university website for details.

#### [Contact]

Home > Education / Campus Life > Various Exemption Systems / Scholarship Support > Various Exemptions / Scholarship Support Received After Admission > 2022 First Term Tuition Fee Exemption Application Document Submission / Contact List

## 1. INTERFACE

#### 1. TEXT BOX



You can enter text. In the case of the above figure, enter the English name.

#### 2. DATE TEXT BOX

Only the date can be entered.

Enter an 8-digit number (6 digits for the year and month), or select from the [Calendar] button on the far right.

#### (i.e.) For number input

Date to enter	Input method	Display content
1 <sup>st</sup> April 2022	⇒ 20220401	⇒ 2022/04/01
April 2022	⇒ 202204	⇒ 2022/04



## NOTE

× 2022 April

 $\Rightarrow 20224$ 

 $\Rightarrow$  2202/24

??

#### 3. LIST BOX



Click  $\nabla$  on the right to display the contents of the control. Select the displayed item.

#### 4. CHECK BOX



You can choose everything, including the features you want to use and the options that apply.

#### 5. OPTIONAL



Only one can be selected. Also, all selections cannot be removed.

## 2. LOGIN SCREEN

This is the login screen.



After entering the ID and password, select the language and click the [LOG IN].

(example)

ID: Nagoya University ID

Password: Nagoya University ID password

## NOTE

Only if you do not know your password, you can contact the login page adress.

For other exemption systems, contact the submission destination.

#### **★ LANGUAGE SELECTION**

Select the language to display on your system.

If you select English, the language in your system will be displayed in English.



## NOTE

Regardless of which language you enter, the language notation of the format printed from this system will differ depending on the "application pattern (status)" (page 22).

General / independent livelihood ⇒ Japanese only

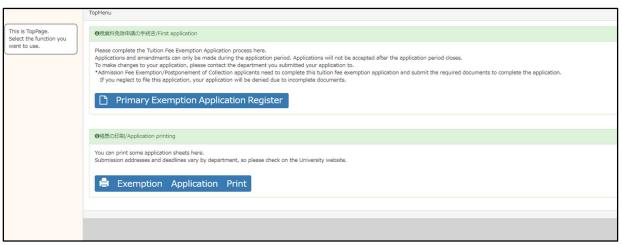
Privately funded international students ⇒ Japanese and English

## 3. TOP MENU

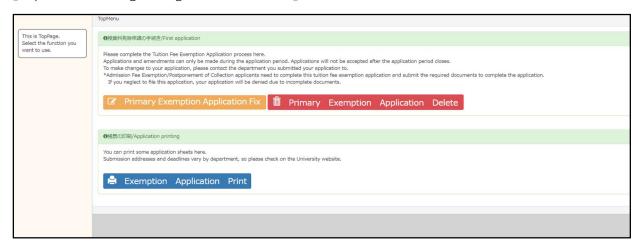
This is the top menu screen.

Select the function to use.

#### [Top menu for new applicant]



#### [Top menu after registering basic information]



#### **★ TOP MENU LIST**

## Primary Exemption Application Register

Select at the beginning of the exemption application procedure.

Input consists of two stages, basic information and detailed information. Please enter all.

## Primary Exemption Application Fix

Select to modify the exemption application.

You can make corrections as many times as you like within the application period, but the correction screen starts from the "agreement screen" each time, so proceed to the item you want to correct.

If you are requested to revise the form after the application period, please print the relevant form from the application details print and correct the necessary parts.

## Primary Exemption Application Delete

Select to cancel the exemption application.

You can cancel as many times as you like within the application period and before submitting the application documents. (i.e.)

Team	Situation	To do	
During application period	⇒Before submitting	⇒"Cancel" enabled	
During application period	application documents	- Cancer enabled	
During application period	⇒After submitting	⇒Contact the submission destination	
During application period	application documents	without using "Cancel"	
A from amplication mania d	$\Rightarrow \Rightarrow \Rightarrow \Rightarrow \Rightarrow \Rightarrow \Rightarrow$	⇒Contact the submission destination	
After application period	$\rightarrow$ $\rightarrow$ $\rightarrow$ $\rightarrow$ $\rightarrow$ $\rightarrow$ $\rightarrow$	without using "Cancel"	

## 🖹 Exemption Application Print

Select to print the application documents.

You can print even after the application period until the day before the result notification.

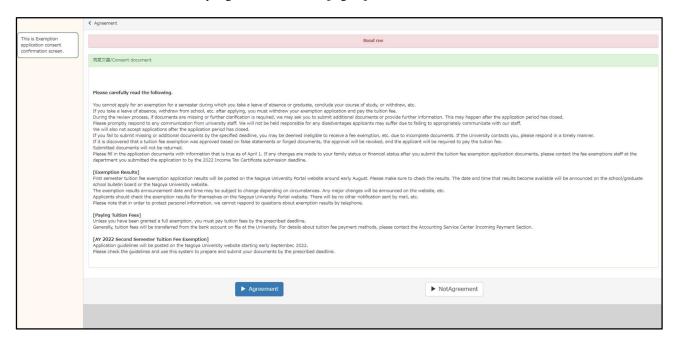
(Please note that you cannot print after the result notification date.)

## 4. ENTER BASIC INFORMATION

#### (1) AGREEMENT

This is the screen to confirm the consent of the exemption application.

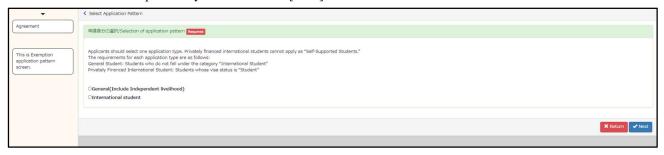
Read the consent document carefully, agree, and click the [Agree].



## (2) APPLICATION PATTERN SELECTION SCREEN

This is the application pattern (status) selection screen.

Select the item that corresponds to you and click the [Next].



## NOTE

As a general rule, undergraduate students cannot apply for the status of "independent livelihood".

Details of the independent livelihood certification can be confirmed at the time of "Selection of application target", so if it is not applicable, please start over from the basic information input.

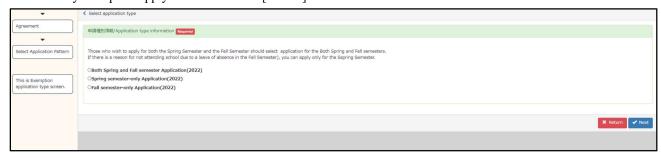
If your status of residence is other than "College Student" at the time of application, please select "Privately funded international student" if you plan to change to "College Student" and inform the submission destination when you submit the documents.

However, if you do not submit the documents certifying your status of residence "College Student" by the designated date of the university, you will be "not permitted" due to incomplete documents.

### (3) APPLICATION TYPE SELECTION SCREEN

This is the application typeselection screen.

Select the item you hope to apply for and click the [NEXT].



Application type	Details
	Apply for both Spring and Fall semesters
	It is selected by the person who will be enrolled in the school for one
Simultaneous Application	year.
(Selectable only for Spring Semester Apply)	Those who have the shortest period of study at the end of September
	and who plan to continue enrolling in the same course (repeated
	years, etc.) in Fall Semester cannot be selected.
	Apply only for Spring Semester
Saning Sanagatan Amaliastian	Those who apply only Spring Semester can be selected.
Spring Semester Application	Those who are scheduled to graduate (complete) at the end of
(Selectable only for Spring Semester Apply)	September of the same year, or who are not enrolled due to a leave of
	absence in Fall Semester, etc. cannot be selected.
	Apply only for Fall Semester
Fall Semester Application	Those who apply only Fall Semester can be selected.
(Selectable only for Fall Semester Apply)	Those who applied for "Simultaneous Application for Spring and Fall
	Semesters" in Spring Semester will not be displayed.
	Apply for Fall Semester (change)
Fall Semester (change) Application	After the simultaneous application for Spring and Fall Semesters, the
(Selectable only for Fall Semester Apply)	person who has changed the household situation etc. at the time of
	the Fall Semester Application (1st October) selects.

## NOTE

If you also apply for the same livelihood who attends the university, please make sure that there is no difference with that person before submitting.

In particular, please note that if one is applying for the both Sping and Fall Semesters at the same time and the other is applying for only Fall Semester or applying for the Fall (change) Semester, differences are likely to occur.

#### (example)

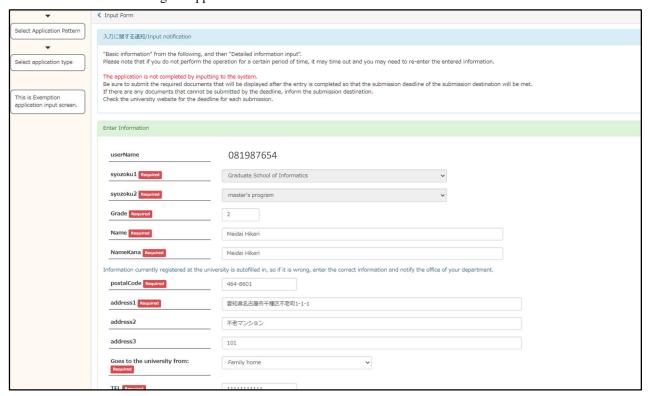
The applicant has already applied for the both Spring and Fall Semesters at the time of application for the Spring Semester.

No application for spouse due to leave of absence in the Spring Semester.

Apply when returning to school in the second semester.

### (4) APPLICATION DETAILS INPUT SCREEN

This is the screen for entering the application details.



#### **★ VIEW ITEM LIST**

	項目	一般学生 (独立生計者含む)	私費外国人 留学生	備考
1.	User Name	0	0	初期表示あり
2.	syozoku1	0	0	初期表示あり
3.	Syozoku2	0	0	初期表示あり
4.	Grade	0	0	初期表示あり
5.	Name	0	0	初期表示あり
6.	Name Kana	0	0	初期表示あり
7.	Postal Code	0	0	初期表示あり
8.	Address1	0	0	初期表示あり
9.	Address2	0	0	初期表示あり
10.	Address3	0	0	初期表示あり
11.	Goes to the university from:	0	0	
12.	TEL	0	0	初期表示あり
13.	TEL (Mobile Phone)	0	0	初期表示あり
14.	E-mail	0	0	初期表示あり
15.	E-mail(confirm)	0	0	
16.	Admission Type ID	0	0	
17.	AdmissionDate	0	0	
18.	SuspensionTerm			
19.	Suspension Reason			
20.	Study Abroad Term			
21.	Study Abroad Reason			
22.	Household1 PostalCode	0	0	
23.	Household1 Address1	0	0	
24.	Household1 Address2	0	0	
25.	Household1 Address3	0	0	
26.	Household1 Tel No	0	0	
27.	Household1 Mobile No	0	0	
28.	Household2 Postal Code	0	0	
29.	Household2 Address1	0	0	
30.	Household2 Address2	0	0	
31.	Household2 Addres3	0	0	
32.	Household2 Tel No	0	0	
33.	Household2 Mobile No	0	0	
34.	Application Reason	0	0	
35.	Extreme Eevere Disaster	0	0	

## NOTE

You cannot edit the information in item 2. 3.

#### **★ INPUT NOTIFICATION**

Please read the input notification carefully and start further input.

入力に関する通知/Input notification

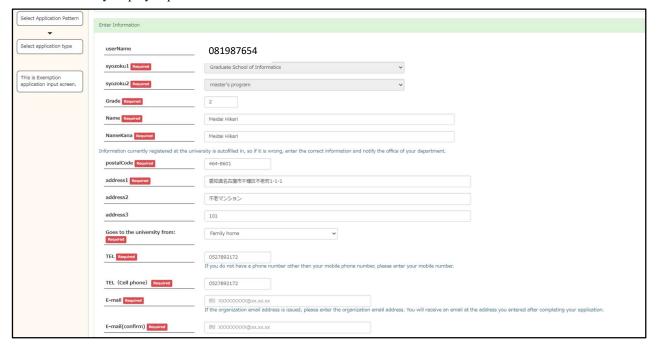
"Basic information" from the following, and then "Detailed information input".
Please note that if you do not perform the operation for a certain period of time, it may time out and you may need to re-enter the entered information.

The application is not completed by inputting to the system.
Be sure to submit the required documents that will be displayed after the entry is completed so that the submission deadline of the submission destination will be met. If there are any documents that cannot be submitted by the deadline, inform the submission destination.

Check the university website for the deadline for each submission.

#### **★** ENTER PERSONAL INFORMATION

Check the initially displayed personal information and enter a blank.



## NOTE

Some of the personal information fields initially display the information registered in the academic affairs system.

Please correct any changes at the time of application. Also, please report the change to the office work of your department.

FAQ	S	
No.	Question	Answer
1.	Currently, I am leaving my home and living in a	Please change your address to the address of the rental
	rental apartment, but the address displayed in my	apartment where you currently live.
	address was my parents' address. Can I leave it as	
	it is?	
2.	I don't know the postal code.	You can find the postal code on the JAPAN POST
		Co.,Ltd. Website.
3.	At the time of application (March), I live in a	Please enter the address of the "dormitory" where you
	rental apartment, but I am planning to move into	plan to live from 1st April 2022. After moving into the
	the "dormitory" from 1st April 2022. Should I enter	dormitory, please issue and submit a resident card that
	the address as a rental apartment or a dormitory?	has been moved from the rental apartment to the
		dormitory.
4.	Can I use any email address?	Please use "THERS account" as the email address. If
		you have not obtained it, please obtain it immediately.
5.	What is the "Tokai National Higher Education	From Friday, July 16, 2021, Microsoft 365 was
	Organization Email Address"?	introduced as the Tokai National Higher Education
		Organization. The Organization account "THERS
		account) has been distributed to students and faculty
		members, and we have started using it.
		For information on the Organization Account, please
		contact the inquiries posted on the website.
		https://icts.nagoya-u.ac.jp/ja/services/thersac/index.html
6.	At the time of application (March), it is the 1st	Please enter the year you will be promoted from 1st
	year, but from 1st April, it will be promoted to the	April .
	2nd year.	
	Which year should I enter?	
7.	I am a student enrolled in April. At the time of	The master program is only up to the 2 <sup>nd</sup> year. In that
	application (March), I am in the second year of the	case, you will have to repeat the 2 <sup>nd</sup> year, so enter "2 <sup>nd</sup>
	master program, but I will be enrolled in the same	year".
	course (master program) after 1st April.	
	Is it okay to use the "3rd year" as the year?	
8.	I am a new student in October. At the time of	Enter your year of enrollment after 1st April, that is, "1st
	application (March), it is the first year, but after 1st	year".
	April, it is also the 1st year. Is it okay to use "1st	
	year" as the year?	

#### **★** ENTER THE CATEGORY AND DATE OF ADMISSION

Select admission / transfer.

Also, enter the year and month of enrollment, or select from the [Calendar] on the right.



## NOTE

Admission to Nagoya University is "April" or "October". Do not enter any other month.

#### ★ INPUT OF LEAVE / STUDY ABROAD INFORMATION, ETC. (APPLICABLE ONLY)

Enter information about leave of absence and study abroad. Also, enter each date and period, or select from the [Calendar] on the right.



#### **★** ENTERING HOUSEHOLD SUPPORTER INFORMATION

Enter the address of the household supporter.

Household1_PostalCode	464-8601
Household1_Address1	變知填名古屋市千種区不老町1-1-1
Household1_Address2	不老マンション
Household1_Address3	101
Household1_TelNo	0527892172
Household1_MobileNo	09087654321
Household2_PostalCode	464-8601
Household2_Address1	委知県名古屋市千種区不老町1-1-1
Household2_Address2	不老マンション
Household2_Address3	101
Household2_TelNo	0527892172
Household2_MobileNo	09087654321

©What is a household supporter? ······A person who supports the household budget on behalf of the father and mother or the father or mother.

General · · · Father and mother, or those who support the household budget on behalf of the father and mother

Independent livelihood · · · Applicant and spouse

(i.e.) ①Applicant ②Spouse

Privately funded international students · · · Applicant and spouse

- (i.e.) ①Applicant ②Spouse
- (i.e.) ①Father ②Mother ← When parents live in Japan

NOTE

For privately funded international students, if the applicant's parents are resident in Japan, please make them a household supporter. You do not need to enter anything for parents who live in your home country.

FAQs	S	
No.	Question	Anwer
1.	My father is assigned to work alone and	Please enter the address where your father actually resides.
	lives alone, but he has not renewed his	Please enter the reason why the address you entered and the
	resident registration.	address on your resident card are different in the reason for
	Should I enter the actual address or the	application, or fill out and submit the [Form 4]
	address on the Residence Reccord?	STATEMENT.
2.	I live with my mother.	Please submit your father's resident's card and your mother's
	My father has been assigned to work alone,	resident's card respectively.
	and the resident registration has also been	If the addresses and resident registrations of household
	transferred to the new location.	supporters (father and mother, person and spouse) are different,
	Do I need a resident card for each?	each Resident Record is required.
3.	Since it is a detached house, there is no	It can be left blank.
	building name or room number. Is it okay	
	to leave blank?	
4.	Household supporters do not have a phone	If you do not have the home phone number of the household
	at home. Can I leave it blank?	supporter, enter the mobile phone number of the household
		supporter.
5.	My household is made up of only my	This applies regardless of whether the mother has income or
	father's income, and my mother is a full-	not.
	time housewife and has no income to	
	support her household. Is she a household	
	supporter?	
6.	I am a privately funded international	In this case, the household supporter is the parent.
	student and my status of residence is	In principle, the household supporters of privately funded
	"College Student". My parents live in	international students are the applicant and his / her spouse, but
	Tokyo. Are the household supporters	if the parents live in Japan, the parents will be the household
	myself or my parents?	supporters.
7.	I am bereavement of my father. My mother	Your mother and brother. Your brother is considered to be the
	is currently being treated for illness and is	one who supports the household budget on behalf of your
	unemployed. I live with my brother's	father.
	income and my mother's survivor's	
	pension, but who will be the household	
	supporter?	

### ★ ENTER THE REASON FOR APPLICATION

Enter the reason for applying.

Please enter the specific reason why you applied for Tuition Fee Exemption.



(Bad e.g.)

"Because it is financially difficult" "Because it is a mother-child (parent-child) household" etc.

The reason for application is short. Those who apply for Tuition Fee Exemption are in need because it is difficult to pay the tuition fee. Currently, one in four people is said to be a single parent household.

Please enter why you are facing financial difficulties, why you would like to apply for Tuition Fee Exemption in the single parent household, based on the situation of the applicant himself and the situation of the household supporter.

## NOTE

If the household supporter is unemployed, please describe in detail the date of unemployment, the reason for not reemployment, and the source of the current living expenses.

(i.e.)

Due to the global outbreak of COVID-19 infection, my father's place of employment went bankrupt, and in September 2021, he became unemployed. He is looking for a new job, but hasn't decided yet. My mother is unemployed because she is busy caring for her mother and does not have time to earn part-time income. Now my mother manages to live with my father's unemployment insurance benefits and the help of my grandfather. At present, we cannot afford to pay my tuition fees. As I have many experimental lessons and cannot take time for a part-time job. Therefore, I have come to apply for the Tuition Fee Exemption. The details of the assistance from my grandfather are described in **[**Form 4**]** STATEMENT.

#### **★** ENTER WHETHER OR NOT THERE WAS A SEVERE DISASTER

If the applicant or the applicant's household supporter's home is damaged by more than half the damage due to the catastrophic disaster of the target, select Yes.

After that, please be sure to select "Yes" to the question "Have you been damaged by storms and floods within 6 months (1 year for new students)" when entering the detailed information "Selecting the application target".



The target catastrophic disasters are as follows

Heavy rain in July 2018 / Hokkaido Eastern Iburi Earthquake in September 2018 / Storm and heavy rain in August, September 2019 / Heavy rain in July 2020

## NOTE

If the applicant's household is damaged by fire, storm, flood, theft, etc. within 6 months (1 year for new students) other than the above-mentioned catastrophic disaster, select "Yes" when selecting the application target.

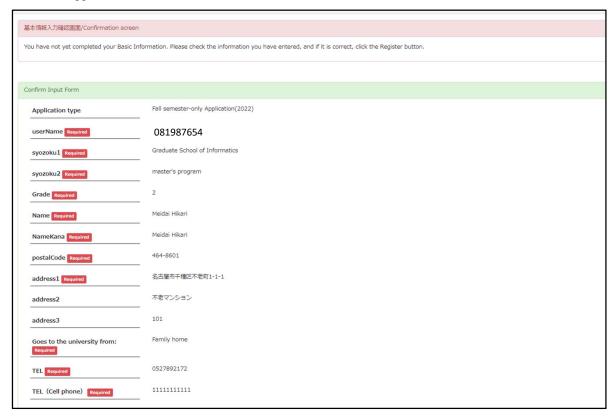
#### **★ PRESSING THE REGISTER**

Click [Register] at the bottom right of the screen after completing the input.



### (5) APPLICATION CONFIRMATION SCREEN

This is the application confirmation screen.



Check for input omissions.

This content will be printed on "Form 1-1 Application for Tuition Fee Exemption".

A data entry completion email will be sent to the email address you entered, so be sure to check your email address in particular.

#### **★ PRESSING THE REGISTER**

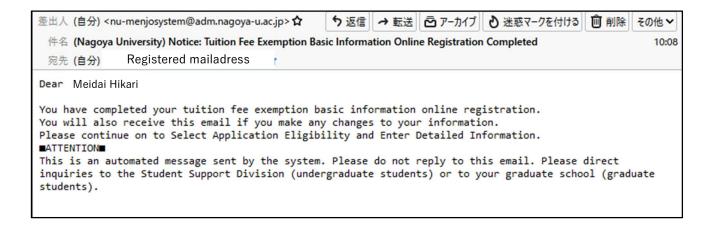
If there are no problems with all the application details, click [Register] at the bottom right of the screen. To correct the input, click [Back].

After registration, an email will be sent automatically to the email address you entered, so please check if it has arrived. If you do not receive it, the email address you entered may be incorrect, so please check and correct it, and then register again.



#### **★** ONLINE REGISTRATION COMPLETED EMAIL

Check if you received the following email to your registered email address.

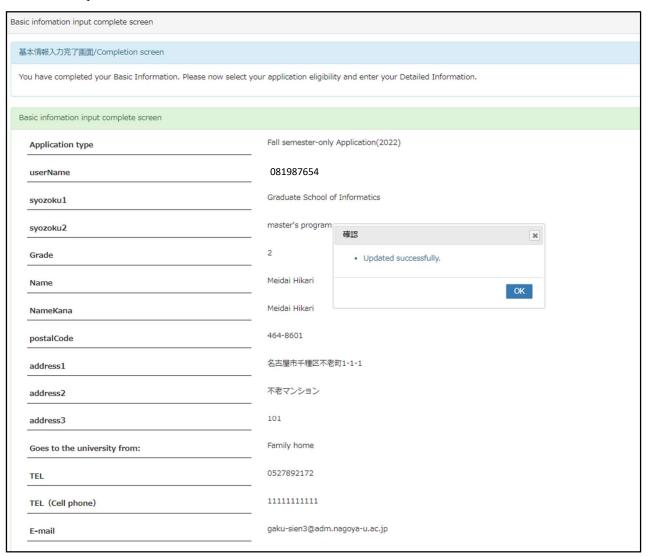


## NOTE

This email will be sent each time you make corrections to your application.

### (6) COMPLETION SCREEN

This is the completion screen.



#### **★ PRESSING THE REGISTER**

After registration, click [OK] in the displayed dialog box, and then click [Finish] at the bottom right of the screen.

Proceed to the detailed information input screen.

If you need to send the email again, click 【Send Email】.

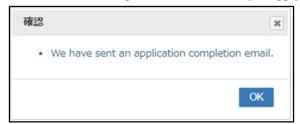


#### **★** SEND EMAIL

If you click Send Email, the following message will be displayed.

You cannot click Finish unless you click OK in the confirmation dialog box.

## © Confirmation dialog box for the first time you apply



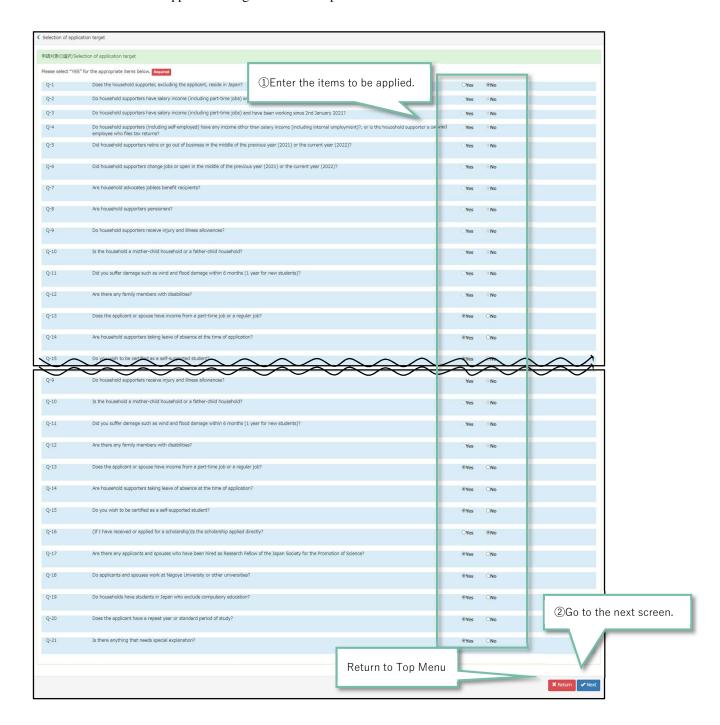
© Confirmation dialog box when modifying application information



## 5. ENTERING MORE INFORMATION

## (1) APPLICATION TARGET SELECTION SCREEN

It is a screen to enter the application target. Answer all questions.



## NOTE

This sample screen is displayed when "General student (including independent livelihood)" is selected in the application pattern (status). Please note that the questions will be different for those who have selected "Privately funded international students".

#### **★ INPUT ITEMS**

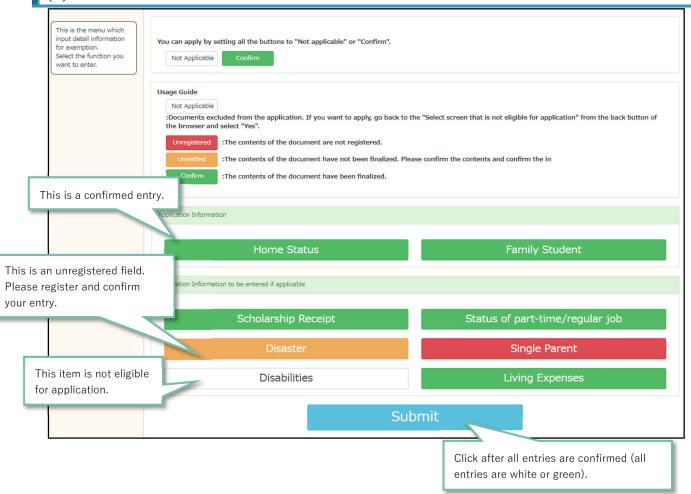
The required application will vary depending on the answer to the question.

If you are not sure if you are the target, please check the detailed explanation page.

General · Self-Supported Student			
Question	Input items	Pages	
Required item	「Home Status」	P. 41	
	「Family Student」	P. 48	
If you selected "Yes" for Q-1	[Living expenses]	P. 66	
If you selected "Yes" for Q-3	ΓStatus of part-	P. 53	
	time/regular job]		
If you selected "Yes" for Q-4	「Scholarship Receipt」	P. 51	
If you selected "Yes" for Q-15	「Single Parent」	P. 61	
If you selected "Yes" for Q-16	「Diaster」	P. 59	
If you selected "Yes" for Q-17	「Disabilities」	P. 64	

Privately-Financed International Student			
Question	Input items	Pages	
Required item	「Home Status」	P. 41	
	「Family Student」	P. 48	
If you selected "Yes" for Q-9	「Single Parent」	P. 61	
If you selected "Yes" for Q-10	「Diaster」	P. 59	
If you selected "Yes" for Q-11	「Disabilities」	P. 64	
If you selected "Yes" for Q-12	[Living expenses]	P. 66	
	「Status of part- time/regular job」	P. 53	
If you selected "Yes" for Q-14	「Scholarship Receipt」	P. 51	

## (2) SUBMENU SCREEN



#### **★ SUBMENU LIST**

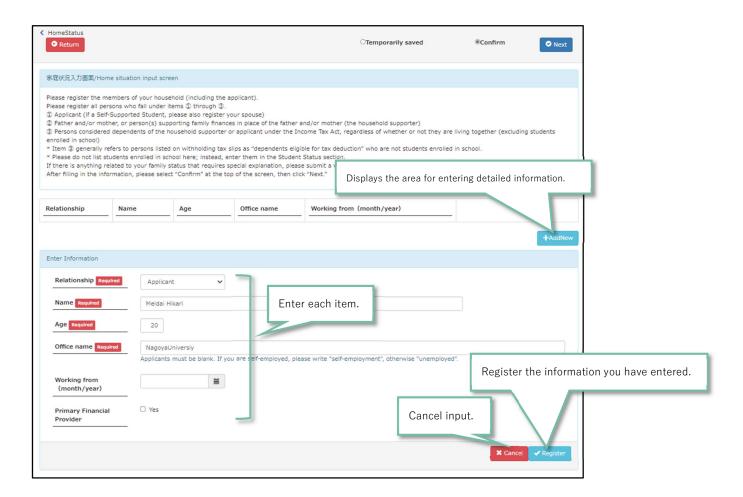
If the menu to be entered in each submenu is "Not applicable" or the menu that does not require input is "Unregistered", please reselect the application target.

	Sub menu	Pages
1.	Home Status	P. 41
2.	Family Student	P. 48
3.	Scholarship Receipt	P. 51
4.	Status of part-time/regular job	P. 53
5.	Diaster	P. 59
6.	Single Parent	P. 61
7.	Disabilities	P. 64
8.	Living expenses	P. 66

#### ア. ENTER HOME STATUS

Enter the household members who are dependent on household supporters and household supporters (excluding those who are enrolled in school).

#### **★** FOR NEW REGISTRATION



FAQs	FAQs		
No.	Question	Answer	
1.	The applicant is a student and has a part-	It can be left blank.	
	time job. Should I enter a part-time job as	(Even if the applicant's work place is entered, it will not be	
	the work place?	reflected at the time of printing)	
2.	My father has multiple offices.	Enter for each workplace.	
		(i.e.)	
		Father, MEIDAI Sou, 53 years old, Shirataka Electrician Co., Ltd.,	
		April 1991	
		Father, MEIDAI Sou, 53 years old, Social Welfare Corporation	
		Asama no Sato, October 2020	

3.	My mother is a full-time housewife and	Enter the work name as unemployed *.
	does not work, so I cannot enter her work	Leave the date of employment blank.
	place.	(i.e.)
		Mother, MEIDAI Nozomi, 50 years old, unemployed
4.	My grandmother is receiving a pension	Enter the work name as unemployed *.
	and cannot enter her work name because	Leave the date of employment blank.
	she does not have a job.	(i.e.)
		Grandmother, Nagoya University, 78 years old, unemployed
5.	My brother has retired due to illness and	Enter the work name as unemployed *.
	is undergoing medical treatment. I cannot	Leave the date of employment blank.
	enter the work name.	(i.e.)
		Brother, MEIDAI Kodama, 26 years old, unemployed
6.	I am a student who failed entrance exams	Enter the work name as unemployed *.
	failed to get into university and spend a	Leave the date of employment blank.
	year at prepratory school now. I can not	(i.e.)
	entrer work place because I don't have a	Sister, MEIDAI Mizuho, 18 years old, unemployed
	part-time job.	
7.	There is no relationship such as "child",	Select "Others" *
	"uncle / uncle", "aunt / aunt", etc. Which	If there are many other people, enter the relationship in
	one should I choose?	parentheses after the name.
8.	My daughter is 4 years old and attends	Enter the work name as unemployed *.
	kindergarten, so I can't enter her work	Leave the date of employment blank.
	name.	(i.e.)
		Others, MEIDAI Sakura, 4 years old, unemployed
9.	My father and mother are divorced and I	Enter the mother's husband * as "father".
	have the same livelihood as my mother.	(example)
	My mother has remarried, but I haven't	Father, TANIGAWA Takeru, 57 years old, Hayabusa City Hall,
	adopted her husband.	April 1987
	Who should I write in the father's	If you receive financial support from your biological father, use
	column?	【Form 4】STATEMENT.
*	If you would like to enter details, please	(i.e.) Enter details of unemployed
	enter them in parentheses in the name or	Mother, MEIDAI Nozomi, 50 years old, Unemployed (housewife)
	office field.	Grandmother, MEIDAI Toki, 78 years old, Unemployed
		(pensioner)
		Brother, MEIDAI Kodama, 26 years old, Unemployed (under
		medical treatment)
		Sister, MEIDAI Mizuho, 18 years old, Unemployed (preparatory
		school student)

Others, Nagoya University, 4 years old, Unemployed (kindergarten student)
(i.e.) Enter the details of the relationship  Father, TANIGAWA Takeru (mother's husband), 57 years old,  Falcon City Hall, April 1987  Others, MEIDAI Sakura (child), 4 years old, Unemployed  (kindergarten student)

## NOTES

All "relationships" are from the perspective of the applicant.

## (i.e.)

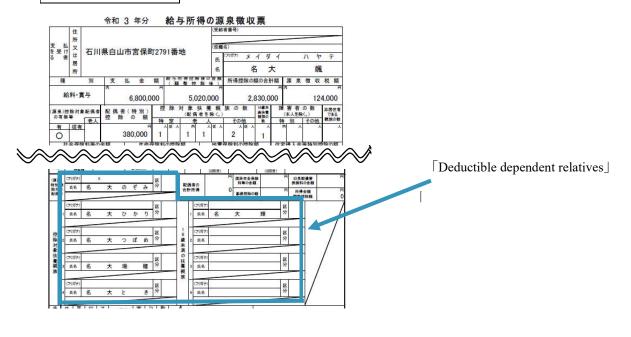
Relationship	Name	Age	Office name	Working from (month/year)
Applicant	Meidai Hikari	23	NagoyaUniversit	
Spouse	Meidai Komachi	23	Nagoya CityHall	2020/04
Other	Meidai Sakura	4	unemployed	

## (i.e.)

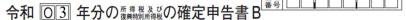
Relationship	Name	Age	Office name	Working from (month/year)
Applicant	Meidai Hikari	23	NagoyaUniversit	
Father	Meidai Ken	57	Nagoya CityHall	1987/04
Mother	Meidai Nozomi	51	OO Drug	2021/10

#### HOW HOUSEHOLD SUPPORTERS IDENTIFY THEIR DEPENDENTS

#### Withholding slip



Tax Return Table 2





氏	名	個 人 番 号	続柄	生	年	月	日	障音	害 者	国外	居住	住具	1 税	その他
名大	のぞみ	※ 個人番号は複写されません	配偶者	明·大 昭·平	46.	3	. 14	障	特障	国外	年調	愈	別居	調整
名大	ひかり	※ 個人番号は複写されません	子	明·大 昭·平·令	10.	10	. 1	障	特障	国外	年調	(16)	別居	調整
名大	つばめ	※ 個人番号は複写されません	子	明·天 昭·平·令	14.	3	. 12	障	特障	国外	年調	(16)	別居	調整
名大	瑞穂	※ 個人番号は複写されません	子	明·王 昭·平·令	15.	12	. 3	障	特障	国外	年調	(16)	別居	調整
名大	とき	※ 個人番号は複写されません	母	阻·大 昭·平·令	18.	11	. 15	障	特障	国外	年調	(16)	別居	調整
名大	輝	※ 個人番号は複写されません	子	明·井 昭·平·令	18.	3	. 13	障	特障	国外	年調	16	別居	調整

#### City (town) prefectural tax return

2							
?	20~2		配フリガナ			年月日	昭 _ 46 3 14
Ė	配偶者技	除:	番氏 名名大 のぞみ		AL OF	偶者の 所得金額	190 196
to the Mary Attaches	配偶者特別 同一生計劃	供有	個人番号	П			□ 同一生計配偶者(控除 対象配偶者を除く。)
В			フリガナ	生年月	日	平 -	10 10 1 統柄
-		1	氏 名名大 ひかり	国民・別	語の 分	同居	<u>・</u>  子
Ē	23		個人番号				控除額
É	12		フリガナ	生年月	日	平 -	
	扶	2	氏 名名大 つばめ	国居-別	留の 分	同居	子
0	養		個人番号				控除額
u	H		フリガナ	生年月		平 -	15' 12 ' 3 統例
8	控	3	氏 名 名大 瑞穂	国居-別	分分	同居	- 子
ž	1.1.		個人番号				控除額
В	除		フリガナ	生年月		昭 -	18 11 15 統例
Ð	100	4	氏 名名大 とき	区区	留の 分	同居	· 母
5			個人番号				控除額
子付金二男上,2番頁 2己党嗣より			フリガナ	生年月	B	平 -	
2	16	1	氏 名 名大 輝	区 ( )	分分	同居	• 子
C	16 歳 控未		個人番号				
H	控末除満		フリガナ	生年月	日		· - 統折
ţ	対の	2	氏 名	区 区	図の 分		•
î	家伙 外養		個人番号				
Ξ	一般		フリガナ	生年月			統例
5	族	3	氏 名	区 区	語の 分		_
1			個人番号				
H	別居の	夫着	親族等がいる場合には、裏面「12」	に氏名、	因	扶 養 抗	2 除

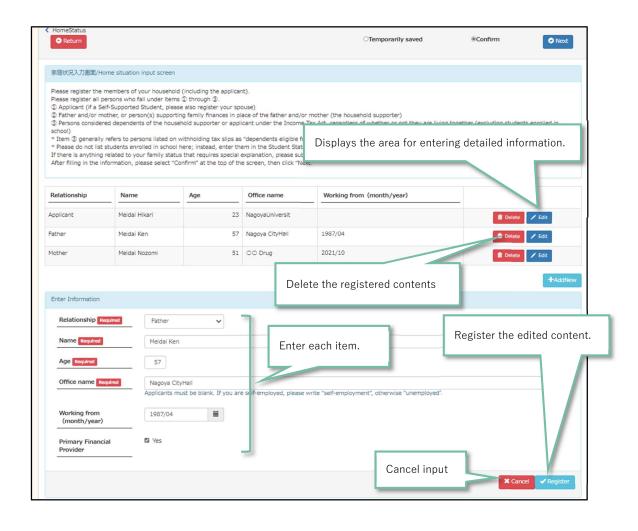
Deductible dependent relatives

## NOTE

Although not listed here, those who are dependents of household supporters at the time of application (1st April or 1st October). Or, as stated here, if you are not a dependent of a household supporter at the time of application (1st April or 1st October), prove it in Attachment 3 Petition.

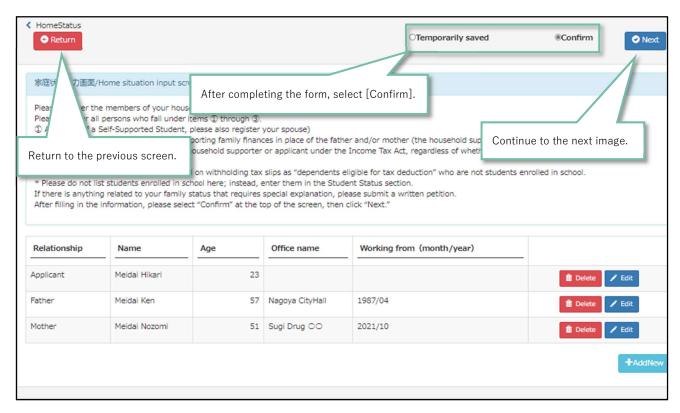
#### **★** TO DELETE OR EDIT

Follow the same steps below to delete or edit the submenu screen in the future.



#### **★** TO CONFIRM REGISTRATION

From this time forward, please delete and edit the submenu screen in the same way as below.



Temporarily save: Select to temporarily if you hope to enter it later. (The submenu turns orange)

Confirm: Select to confirm with the input contents. (The submenu turns green)

## NOTE

You can also make corrections after confirmation, correct each time a change occurs. However, please contact the submission destination for corrections after submitting.

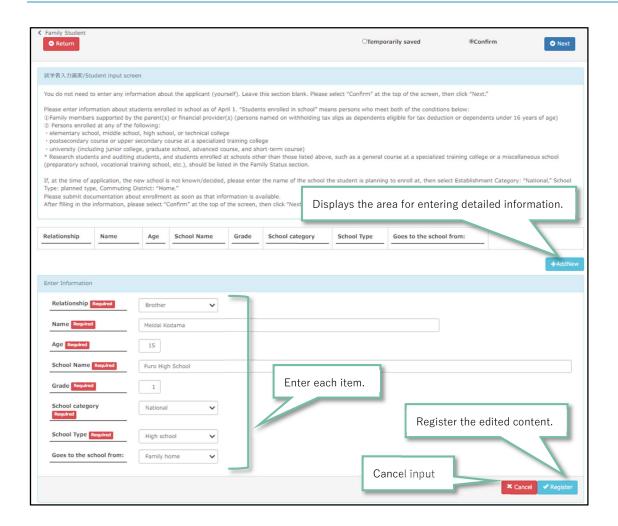
#### **★** VIEW ITEM LIST

	Item
1.	Relations
2.	Name
3.	Age
4.	Work place
5.	Date of employment
6.	Main household supporter

#### イ. ENTER FAMILY STUDENT

Enter the household supporter (excluding the applicant) or the students who are dependent on the household supporter.

#### **★** FOR NEW REGISTRATION



FAQs	S	
No.	Questions	Answers
1.	There are no students	If you are the only student, do not enter anything, select "Confirm" at the
	other than the applicant.	top right of the screen, and click "Next".
	Do I have to enter my	
	content?	
2.	At the time of application	Please enter the input information as of 1t April 1 (or 1st October) of the
	(February), my younger	application year. Therefore, first enter the high school schedule that you
	brother, a junior high	know at the time of application. You will be asked to correct the application
	school student, will be a	information after your younger brother is enrolled in the school, so please
	high school student from	apply to the submission destination along with the certificate of enrollment
	April, but he is taking the	in the school.
	exam and has not yet	(example)

	decided where to go to	Relationship: Younger brother / Name: Teru Meidai / Age: 15 years old /
	school. Can I enter junior	School name: Fuoro University Furo High School / Grade: 1 year /
	high school information?	Installation category: National / School type: High school / Attendance
		category: Home
3.	My sister goes to an	If you can get a degree / title at that school (affiliation), select the
	agricultural college. Is she	appropriate school type and enter it as a student.
	considered a student?	(i.e.) When the title of "Diploma" can be obtained at the current school
		Relationship: Sister / Name: Nagoya University Tsubame / Age: 19 years
		old / School name: Nagoya Prefectural Agricultural College / Grade: 2
		years / Installation category: Public / School type: Vocational school
		(specialized course) / School category: Outside home

(例)

Relationship	Name	Age	School Name	Grade	School category	School Type	Goes to the school from:
Brother	Meidai Koda ma	15	Furo High Sch ool	1	National	High school	Family home
Sister	Meidai Tsuba me	19	Agricultural C ollege	2	Public	Specialized training college (specialized)	Other residence

#### **★** TO DELETE OR EDIT

Refer to page 44.

### **★** TO CONFIRM REGISTRATION

Refer to page 45.

## ★ VIEW ITEM LIST

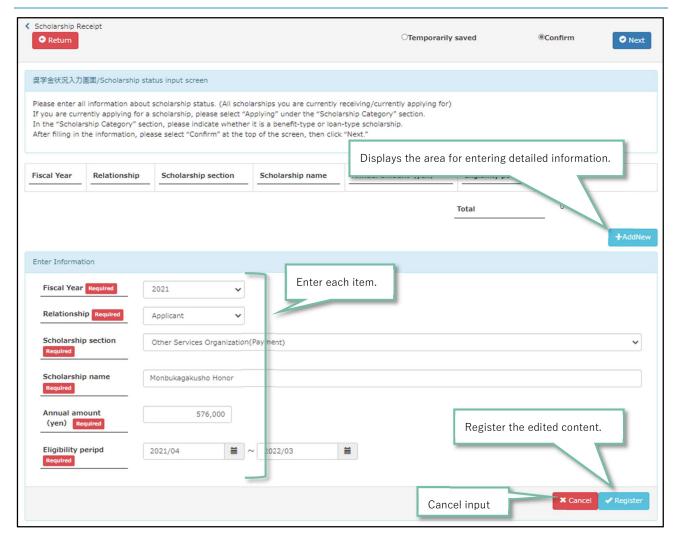
	ltem			
1.	Relations			
2.	Name			
3.	Age			
4.	School			
5.	Grade			

6.	Category
7.	School type
8.	Commute type

## ウ. ENTER SCHOLARSHIP RECEIPT

Enter the scholarships you will receive or apply for (including plans) during the application year.

#### **★** FOR NEW REGISTRATION



FAQs	3	
No.	Questions	Answers
1.	I'm considering applying for a	Since the content is undecided, there is no problem with "no input". If you
	scholarship, but I haven't	apply for a scholarship after applying for an exemption and are accepted,
	decided what to apply for yet.	please contact the submission address. At that time, you may be required to
	What should I do in that case?	revise the "Income Status Report" and "Interrogation Form".
2.	I will enter about applying for	If the scholarship you have entered is rejected, please notify the submission
	a scholarship, but what	destination. At that time, you may be asked to revise the "Income Status
	happens if I fail?	Report" and "Interrogation Record".
3.	I am receiving a	Enter the following:
	Monbukagakusho Honors	(i.e.)

	Scholarship, how should I	Scholarship category: Other scholarships (benefits)
	enter it?	Scholarship name: Monbukagakusho Honors Scholarship
4.	I only receive scholarships for	If you will receive a monthly scholarship of JPY100,000 until September
	the remaining half year. How	when you apply for the Spring Semester, please enter as follows.
	should I enter the amount?	(i.e.)
		Annual amount (JPY): JPY $600,000 \Leftarrow$ (JPY $100,000 \times 6$ months)
		Receiving period: ~ September 2022
5.	I am receiving a scholarship at	No need to enter.
	the time of application	Enter the scholarships you will receive (planned to apply for) in the year of
	(February), but the scholarship	application.
	will end in March. Do I have	
	to enter it?	
6.	After applying, the scholarship	Please respond in the same way as No1.
	I forgot to enter was adopted.	
	What should I do now?	

## **★** TO DELETE OR EDIT

Refer to page 44.

## **★** TO CONFIRM REGISTRATION

Refer to page 45.

### **★** VIEW ITEM LIST

	Item	Note
1.	FY	Only for the current year
2.	Relationship	
3.	Scholarship type	
4.	Scholarship name	Only if you choose Another
		Scholarship in 3.
5.	Scholarship name	
6.	Benefit period	

### $\bot$ . ENTER STATUS OF PART-TIME/REGULAR JOB

On the part-time job screen, enter the following items depending on the selection result of the application target.

## For independent livelihoods

Selection of application target	Input items
If you select [Yes] in [Would you like to be certified as an independent livelihood	"Income situation of the previous year" "Current work status of regular jobs and part-time jobs"
application?	

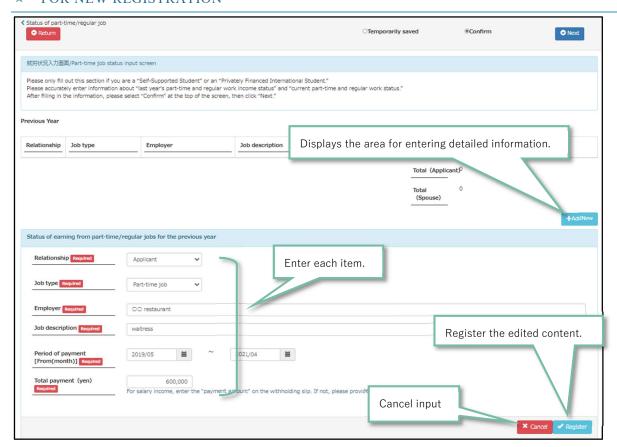
## NOTE

If you apply as a general student, you are not asked for the income of the applicant.

### For international students

Selection of application target	Input items
If you select [Yes] in [Would you like to be	"Income situation of the previous year"
certified by applying for an independent livelihood?	"Current work status of regular jobs and part-time
	jobs"

#### **★** FOR NEW REGISTRATION



## NOTES

For part-time jobs and regular jobs, enter the total monthly amount for each part-time job or regular job in "Entering Living Expense Information" (page 54).

FAQs	FAQs				
No.	質問	回答			
1.	I am planning to do TA on	Enter the following:			
	campus. How should I enter it?	(i.e.)			
		Hourly wage: JPY1,300, number of hours in charge: 30 hours, recruitment			
		period: April-September 2022			
		Work: Graduate School of Engineering, Nagoya University			
		Date of adoption: April 2022			
		Work content: TA			
		Weekly working hours: Approximately 1 hour (← 30 hours ÷ 24 weeks)			
		Monthly income: JPY6,500 (JPY1,300 x 30 hours ÷ 6 months)			
2.	I am planning to do RA on	Enter the following.			
	campus. How should I enter it?	(i.e.1: In the case of an announcement notice)			
		Hourly wage: JPY1,500, number of hours in charge: 792 hours, recruitment			
		period: April 2022 to March 2023			
		Work: Nagoya University Graduate School of Engineering			
		Date of adoption: April 2022			
		Work content: RA			
		Weekly working hours: Approximately 16 hours (€792 hours ÷ 48 weeks)			
		Monthly income: JPY99,000 (JPY1,500 x 792 hours ÷ 12 months)			
		(i.e.2: In the case of a notification of working conditions)			
		Hourly wage: JPY1,482, working hours per week: 9 hours, hiring period:			
		April 2022 to March 2023			
		Work: Nagoya University Graduate School of Engineering			
		Date of adoption: April 2022			
		Work content: RA			
		Weekly working hours: 9 hours			
		Monthly income: JPY53,352 (JPY1,482 x 9 hours x 4 weeks)			
3.	I plan to be a research	Enter in the same way as RA.			
	assistant, administrative				
	assistant, and technical				
	assistant on campus. How				
	should I enter it?				

4.	TA is only for the previous	Please apply for the late change and apply for the situation as of 1st October.
	term. What should I do for the	
	fall semester?	
5.	I have decided to be hired by	I have decided to adopt TA / RA on campus, but I have not yet received a
	TA / RA on campus, but I have	notice of announcement or a notice of working conditions. What should i do?
	not yet received a notice of	
	issuance or a notice of working	
	conditions. What should I do?	

(i.e.)

#### [Salesperson]

Hourly wage: JPY1,000 Work place: Seven-Eleven

Date of adoption: October 2020 Work content: Salesperson Weekly working hours: 8 hours

Monthly income: JPY32,000 (32 hours / month x JPY1,000)

[TA]

Hourly wage: JPY1,500, number of hours in charge: 30 hours, recruitment period: April-September 2022

Work: Graduate School of Engineering, Nagoya University

Date of adoption: April 2022

Work content: TA

Weekly working hours: Approximately 1 hour (← 30 hours ÷ 24 weeks)

Monthly income: JPY7,500 (JPY1,500 x 30 hours ÷ 6 months)

[RA]

Hourly wage: JPY1,500, number of hours in charge: 792 hours, recruitment period: April 2022 to March 2023

Work: Nagoya University Graduate School of Engineering

Date of adoption: April 2022

Work content: RA

Weekly working hours: Approximately 16 hours (€792 hours ÷ 48 weeks)

Monthly income: JPY99,000 (JPY1,500 x 792 hours ÷ 12 months)

Relationship	Job type	Employer	Employer TEL	Eligible from the payment for: (month/year)	Job description	Weekly working hours	Monthly income (yen)	
Applicant	Part-time job	Seven-Eleven		2020-10-01	sales staff	8	32,000	☐ Delete
Applicant	Part-time job	Nagoya Unive rsity(Enginee ring)		2022-04-01	TA	1	7,500	☐ Delete
Applicant	Part-time job	Nagoya Unive rsity(Enginee ring)		2022-04-01	RA	16	99,000	☐ Delete

#### **★** TO DELETE OR EDIT

Refer to page 44.

#### **★** TO REGISTER

Refer to page 45.

#### ★ VIEW ITEM LIST

	Income status from part-time jobs and regular jobs in the previous year	Self-Supported Student	Privately-Financed International Student
1.	Relationship	0	0
2.	Job type	0	0
3.	Employer	0	0
4.	Job description	0	0
5.	Period of payment [From(month)]	0	0
6.	Total payment (yen)	0	0

	Current part-time and regular work status	Self-Supported Student	Privately-Financed International Student
1.	Relationship	0	0
2.	Job type	0	0
3.	Employer	0	0
4.	Employer TEL		0
5.	Eligible from the payment for: (month/year)	0	0

6.	Job description	0	0
7.	Weekly working hours	0	0
8.	Monthly income (yen)	0	0

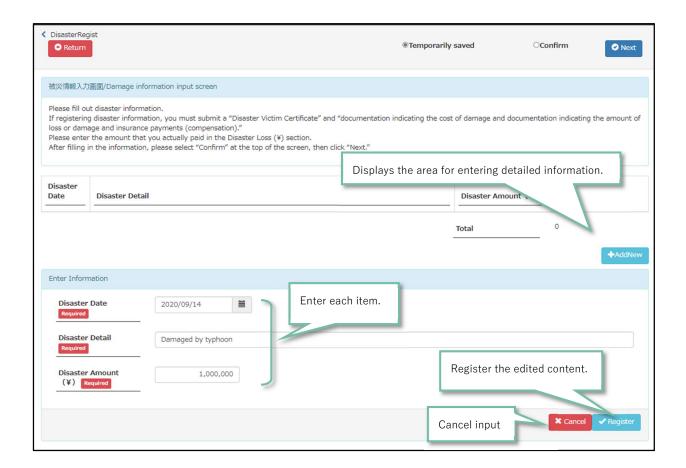
〇:入力項目

#### オ. ENTER DISASTER

Enter if you are a disaster-affected household.

Also, if you have selected "Yes" for the presence or absence of a catastrophic disaster in the basic information input, enter it.

#### **★** FOR NEW REGISTRATION



#### (Applicable requirements)

- 1. Fire, storm, flood and burglary damage within 6 months at the time of application by the student in Japan or the student's educational sponsor (within 1 year before enrollment for the exemption for the period to which the new enrollee belongs) Being recognized as an increase in spending or a decrease in income over the long term in the future due to damage caused by.
- The student himself / herself or the student's educational sponsor in Japan has been affected by the catastrophic disaster.
- 3. Submit the following documents certifying 1 or 2 above.
  - · Damage certificate
  - Documents showing the amount of damage (quotation or receipt, etc.)
  - · Documents showing payment (compensation) of non-life insurance money, etc.

#### NOTE

Of the privately funded international students, disasters in their home countries are not covered.

#### **★** TO DELETE OR EDIT

Refer to page 44.

#### **★** TO CONFIRM REGISTRATION

Refer to page 45.

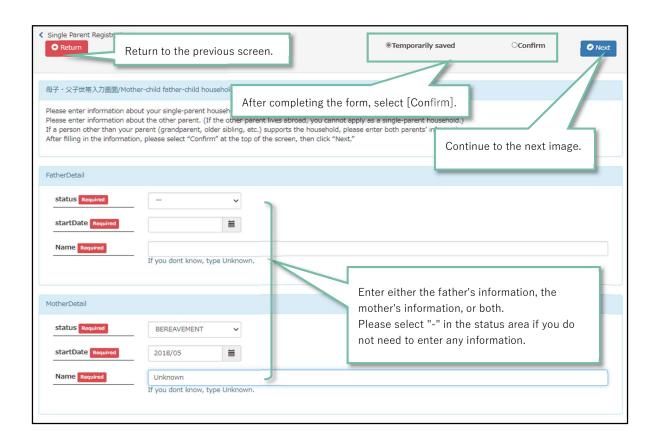
#### **★ VIEW ITEM LIST**

	Item	
1.	Date of desaster	
2.	Detail	
3.	Disaster amount (JPY)	

#### カ. ENTER SINGLE PARENT

Enter information about single-mother and single-parent households.

#### **★** TO REGISTER AND EDIT



#### [Applicable requirements]

- 1. If you do not have either a father or a mother
- 2. If you do not have both a father and a mother
- 3. Submit one of the following documents certifying 1 or 2 above
  - A copy of the withholding slip for 3 years of Reiwa, a copy of the final tax return for 3 years of Reiwa (Table 2), a copy of the Reiwa 4th year city (town) prefectural tax return (the widows / single parent deduction column is checked)
  - Those who can confirm that they are receiving the survivor's pension
  - Items that can be confirmed to receive child-rearing allowance
  - A copy of the family register or an extract (issued within 3 months from the time of submission)
  - \* If there is anything that can be proved other than the above documents, please submit it immediately. In that case, please explain where and what you are proving on the document.

#### NOTES

Privately funded international students who are single-parent households in their home country are not eligible.

In addition, if the following 1 to 6 are applicable to a single-parent household, the single-parent deduction may be applied.

- 1. Households of mother or father and children under 18 years old \*
- 2. Households of mother or father, children under 18 years old \* and grandparents who are 60 years old or older and are dependent on household supporters
- 3. Households of children under 18 years old \*
- 4. Households of grandparents and children under 18 years old \*
- 5. Households of siblings without spouse and children under the under 18 years old \*
- 6. Households of siblings without spouse, children under 18 years old \* and grandparents dependent on household supporters
- \* "Children under the age of 18" refers to those who are 18 years of age or older (including themselves) and those who do not have financial strength due to long-term medical treatment or physical and mental disabilities.

#### \* AN EXAMPLE OF HOW TO CHECK A SINGLE - PARENT HOUSEHOLD

#### Withholding slip 未 外 死 災 Z 寡 本人が障害者 方学 ح 成 亡 害 玉 そ 特 ŋ 退 年 0) 者 者 職 欄 別 婦 親 他





FAQ	FAQs				
No.	Question	Answer			
1.	I'm a single-mother household, but I	Enter the following in the father information field.			
	don't know the name because I haven't	(example)			
	had a father since I was born.	Father: By student / May 1998 * / Unknown			

	How should I enter it?	(* Please set the start time to the date of birth of the
		applicant)
2.	I have already died from my parents	Enter both father information and mother information as
	and live in the dependents of my	follows.
	grandparents.	(example)
		Father: Bereavement / February 2007 / MEIDAI Tsubasa
		Mother: Bereavement / July 2015 /MEIDAI Nozomi
3.	I'm an independent livelihood, but I'm	Enter the following in the father information field.
	separated from my spouse, and I'm a	(i.e.)
	two-person household with an	Father: Birth / June 2020 / MEIDAI Tsubasa
	elementary school child.	

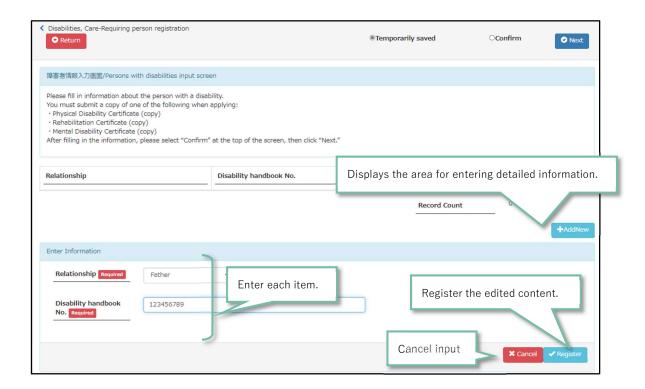
#### ★ VIEW ITEM LIST

	Information of father and mother
1.	Situation
2.	Stated date
3.	Nama

#### **‡. ENTER DISABILITIES**

Enter the information of the person with a disability (or the appropriate person).

#### ★ FOR NEW REGISTRATION



#### [Applicable requirements]

- 1. There is a person who falls under any of the following among the members of the household
  - ① Persons who have or are equivalent to a physical disability certificate, mental health and welfare certificate, or nursing certificate
  - 2 Persons who have been certified as having a pollution illness and who have physical disabilities due to the pollution
  - 3 Atomic bomb survivors with impaired physical or other functions
  - 4 Those who are constantly in a state of lacking the ability to judge the matter due to mental disabilities, or those who are judged to be intellectually disabled
- 1. Submit one of the following documents certifying 1. above
  - Physical disability certificate
  - Rehabilitation notebook
  - Mental Health and Welfare Handbook
  - Issuance of A-bomb survivor health handbook
  - Atomic bomb survivor health handbooks
  - If you have any documents other than the above that can be proved, please submit them. In that case, please explain where and what you are proving on the document.

#### **★** TO DELETE OR EDIT

Refer to page 44.

#### **★** TO CONFIRM REGISTRATION

Refer to page 45.

#### **★ VIEW ITEM LIST**

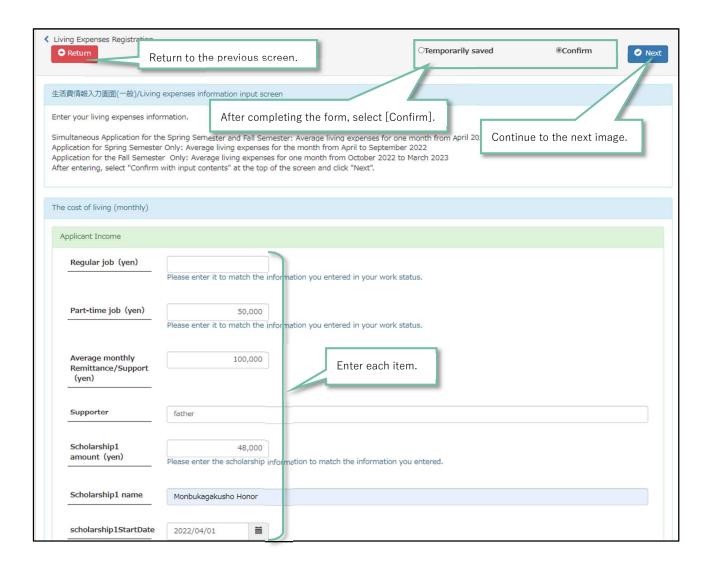
	Item		
1.	Relationshoip		
	Dsability	Crtificate	
2.	No.		

#### ク.ENTER LIVING EXPENSES

Entered by independent livelihoods and privately funded international students

Be careful not to make an error with the scholarship receipt status and part-time job information input.

#### **★** TO REGISTER, EDIT AND CONFIRM



FAQs		
	Ir	ncome
No.	Question	Answer
1.	We will apply for the scholarship at	Enter the monthly amount of scholarship. After receiving
	the same time in the spring and fall	the payment, it will be changed to remittance, apply for the
	semesters, but the scholarship will	fall (change) semester.
	end in the spring semester (end of	
	September). From the fall semester, I	
	plan to have my parents remit that	
	amount. How should I enter it?	
	I have several types of part-time jobs.	Please enter all at once. However, please make sure that the
	Can I enter the amounts all at once?	amount is the same as the total monthly amount of part-time
		jobs entered in "Enter part-time job status".
		(i.e.)
		In part-time job status input
		Seven-Eleven: JPY 32,000 / month
		TA: JPY 7,500 / month
		RA: JPY 99,000 / month
		Total: <u>JPY 138,500 / month</u>
		Entering living expenses information — Same amount
		Part-time job: JPY 138,500 / month
3.	What is other income?	If you have income that does not apply to the input items,
		please use it.
		enditure
No.	Question	Answer
1.	Can I enter only the rent for housing	Check the lease agreement, and if there are any of the
	expenses?	following items, please add them to the rent and enter them.
		(i.e.)
		Management fee, common service fee, neighborhood
		association fee, support fee, transfer (withdrawal) fee,
		parking fee
		* However, please enter the water bill, electricity bill, etc. in
		the utility bill.
2.	What is the communication cost?	It is the cost of mobile phones, the Internet, etc.
3.	The cost of mobile phones is paid by	Enter it for the cost of what you use.
	parents in their home countries.	
	Do I have to type in this case?	

4.	What is daily living expenses?	Sanitary goods such as toilet paper, tissue paper, masks,
		detergents, clothing such as clothes, underwear, shoes, and
		other expenses for daily life.
5.	Where do I enter the national	Enter in Others (Savings, etc.)
	pension?	

#### **★ VIEW ITEM LIST**

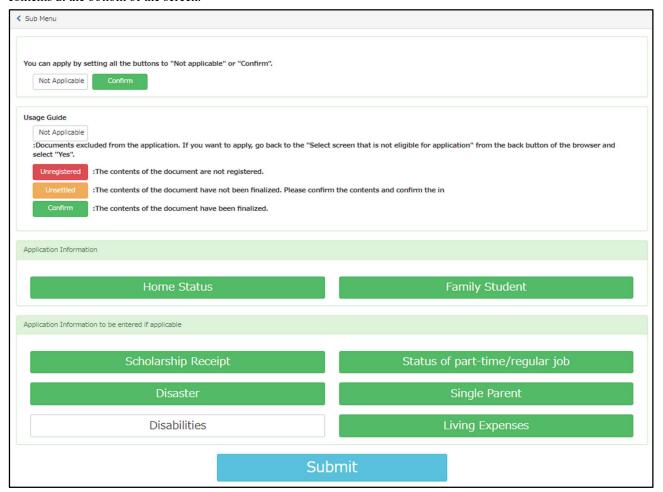
	Income	)	
	本人収入・配偶者収入	独立生計者	私費外国人留学生
1.	Regular job (yen)	0	0
2.	Part-time job (yen)	0	0
3.	Average monthly Remittance/Support (yen)	0	0
4.	Supporter	0	0
5.	Scholarship1 amount (yen)	0	0
6.	Scholarship1 name	0	0
7.	Scholarship1 Start Date	0	0
8.	Scholarship1 End Date	0	0
9.	Scholarship2 amount (yen)	0	0
10.	Scholarship2 name	0	0
11.	Scholarship2 StartD ate	0	0
12.	Scholarship2 End Date	0	0
13.	Scholarship3 amount (yen)	0	0
14.	Scholarship3 name	0	0
15.	Scholarship3 Start Date	0	0
16.	Scholarship3 End Date	0	0
17.	Savings, etc. (yen)	0	0
18.	Debt amount (yen)		
19.	Other miscellaneous income (yen)	0	0

支出					
	本人(配偶者)支出	独立生計者	私費外国人留学生		
1.	House Kb	-	0		
2.	Housing expenses (yen)	0	0		
3.	Utility expenses (water,lighting,fuel) (yen)	0	0		
4.	Food expenses (yen)	0	0		
5.	Books and educational expenses (yen)	0	0		
6.	Communication expenses (yen)	0	0		
7.	Transportation expenses (yen)	0	0		
8.	Health insurance premiums (yen)	0	0		
9.	Daily living expenses (yen)	0	0		

10.	Spouses tuition (yen)	0	0
11.	OtherExpenses (yen)	0	0

#### (3) SUBMENU SCREEN (AFTER INPUT IS COMPLETED)

After confirming the input of all items (all input items are displayed in white or green), click [Apply with the above contents at the bottom of the screen.



#### (4) CONFIRMATION SCREEN

This is the completion screen.

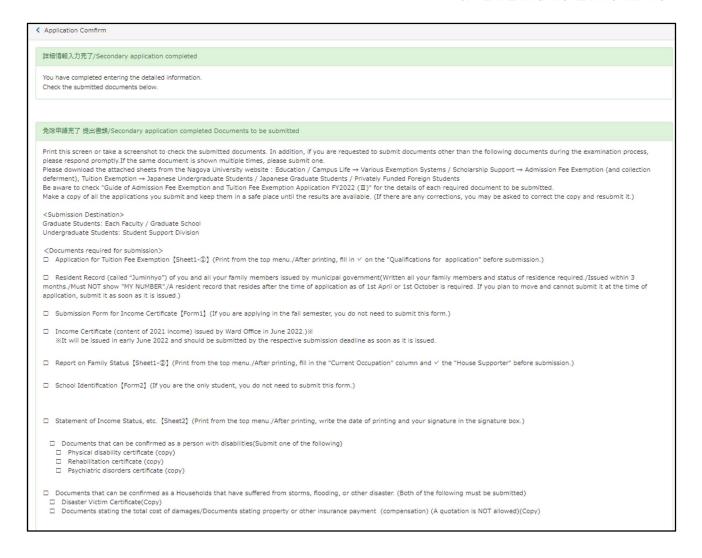
An email will be sent automatically after registration is completed.

The required documents will be displayed, please submit by the application deadline.

If there are any documents that are not in time for submission, please notify the submission destination immediately and submit them later. In addition, if there are items to be confirmed during the examination stage, we may ask you to submit additional documents that were not displayed on this screen.

#### NOTE

In order to check this screen again, it is necessary to proceed from the consent screen due to the exemption system, so it is recommended to save the image as a screenshot etc.



#### **★ PRESSING THE COMPLTE**

An email will be sent automatically after registration is completed.

After confirming the application details, click the [Complet].

If you need to send the email again, click [Send Mail].



#### **★** SEND EMAIL

After sending the email, the following message will be displayed.



#### **★** EMAIL CONTENT

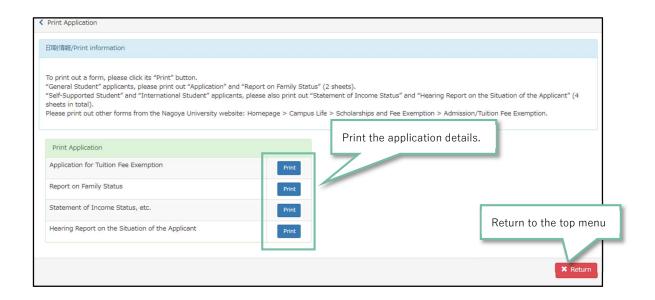
Check if you received the following email to your registered email address



#### 6. TO PRINT

#### (1) APPLICATION DETAILS PRINT SCREEN

Various application forms will be output based on the entered application details.



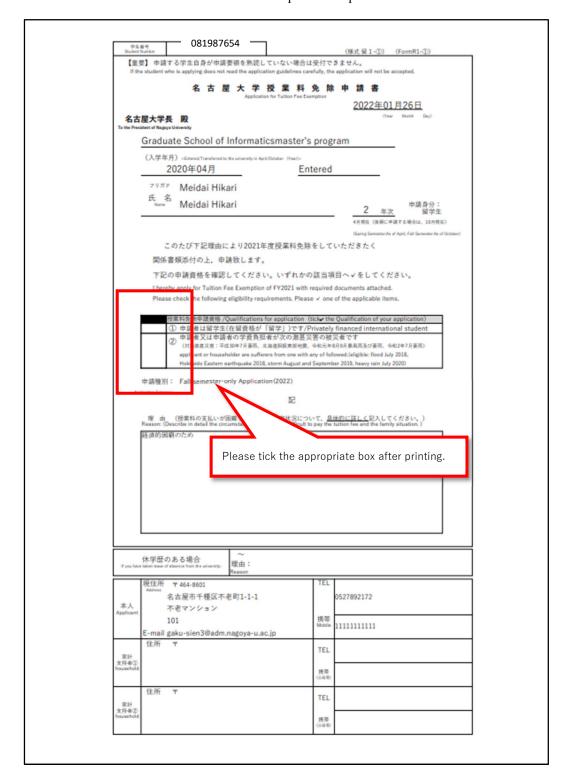
		様式の種類	General Student	Self- Supported Student	Privately-F inanced International Student
Sheet	1-①	授業料免除申請書	0	0	
Sheet	R1-①	Nagoya University Tuition Fee Exemption Application Form			0
Sheet	1-2	家庭状況調書	0	0	
Sheet	R1-2	Family Situation Survey Report			0
Sheet	2	収入状況等申告書		0	
Sheet	R2	Income status report			0
Sheet	3	事情聴取調書		0	0

#### (2) APPLICATION DOCUMENT SAMPLE

# > TUITION FEE EXEMPTION APPLICATION (PRIVATELY FUNDED INTERNATIONAL STUDENTS)

All privately funded international students must submit

\* The contents entered in the basic information input will be printed.

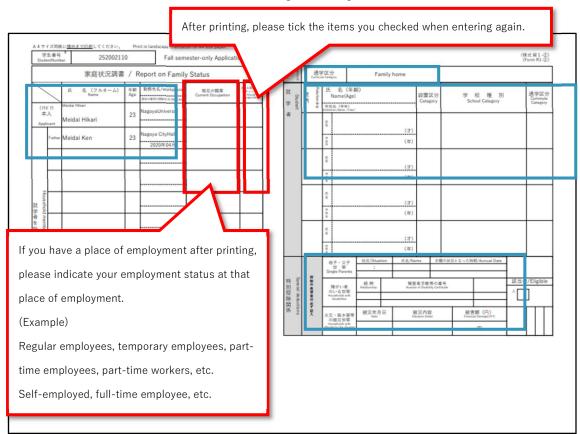


#### > FAMILY SITUATION SURVEY (PRIVATELY FUNDED INTERNATIONAL STUDENTS)

#### (本人の通学区分のみ基本情報にて入力した内容です)

All privately funded international students must submit

\* The contents entered in the detailed information input will be printed.



[Confirmation items at the time of correction]

Upper part of this form ... Entering the home status

Lower part of this form ... Entering basic information

Right centre of this form ... Entering student information

Bottom right of this form ... Entering detailed information for single-parent household information, disability information, Disaster information

#### ➤ INCOME STATUS REPORT (INDEPENDENT LIVELIHOOD)

All independent livelihoods must submit

		収	7	( :	状	況	等	申	告	書	(独立生計認	定希望者	用)		
① 奨	学金の受	給状況		(受給し	ていな	い場合は	、無にす	Fェック <b>ィ</b>	をしてく	ださい)					
	続柄	年度	奨	学金名	称(給付	ナ・貸与	)	奨学	金名称		月額		受給期	間	備考
	本人	2021	日本学	学生支援	機構奨	学金(1	種)						2020年04月~2	2021年03月	
												(yen)		-	
											F.	(yen)		-	
							_					(yen)			
												(yen)			
												(yen)			
												(yen)			
	○直接応募の	奨学金を受給し	ている	る場合は、	奨学金の	)通知書の	写しまたは	t奨学金名・	期間・金	質のわかる	書類の写を挑	足出してく	ださい。		
	短期のも 辞めてい ○独立生計 に貼って ○独立生計	提出してくた 者は前年1月	月書に して と収入 2日以	記載され ください 、に関する 、 、 、 、 、 、 、 、 に 関する 、 、 、 、 、 、 、 、 、 、 、 、 、 、 、 、 、 、 、	れないも い。 <b>未申</b> る <u>源泉</u> 復 職・転罪	のもすへ <b>当告の収</b> <i>)</i> <b>対収票(写</b> 歳をした <sup>対</sup>	くて記入 <b>(があっ</b> ) <b>また</b> ( 場合、勤	してくだる た場合、 <u>B</u> は確定申告 務先にでi	虚偽の申 <b>告書第一</b>	<b>請となり</b> <b>表及び第</b> 月からの	<b>ます。</b> 二表(第三3 給与見込証	<b>表)(写)</b> を E明書(別	A等含む) : 「貼付台紙  引紙○)を作成 勤務先の前年	し、提出し	てくだ
	短期のも 辞めてい ○独立生計 に貼って ○独立生計 ○独立生計 提出して	の、所得証明 るものも記え 者は記入した 提出してくた 者は前年1月 ください。	月書に と収入 どさい 2日以 1日以	記載されてたさい。 (に関する) (降に就)	れないも い。 <b>未申</b> る <b>源泉復</b> 職・転崩 職・廃葬	のもすへ <b>3告の収力</b> <b>枚収票(写</b> 歳をした場	《て記入 <b>人があっ</b> <b>(また)</b> 場合、勤 場合、退	してくださ た場合、原 は確定申告 務先にて順 職・廃業の	監偽の申 ・書第一 ・ ・ ・ ・ ・ ・ ・ ・ ・ ・ ・ ・ ・	<b>請となり</b> <b>表及び第</b> 月からの または退	ます。 二表(第三者 給与見込記 職日の記載	<b>表)(写)</b> を E明書(別 我のある	: 「貼付台紙  紙○)を作成	し、提出しの源泉徴収	てくた 票を
	短期のも 辞めてい ①独立生計 に独立生計 ②独立生計 提出して 〇名古屋大	の、所得証明 るものも記え 者は記入した 提出してくだ 者は前年1月 者は前年1月 ください。 学・他大学で	月書に という 2日以 1日以 で勤務	記載されてたさい。 (に関する) (降に就)	れない <b>未</b> ・ ・ ・ ・ ・ ・ ・ ・ ・ ・ ・ ・ ・	のもすへ <b>3告の収力</b> <b>は収票(写</b> 歳をした場 でした場 TA・RA	くて記入 (があっ) (ま) また 場合、勤 場合、退 の金額、	してくださ た場合、原 は確定申告 務先にて順 職・廃業の	監偽の申 計書第一 前務開始 の証明書	inをなり 表及び第 月からの または退 引期間のオ	ます。 二表(第三3 給与見込記職日の記載	<b>表)(写)</b> を E明書(別 成のある! の写を提	: 「貼付台紙 別紙〇)を作成 勤務先の前年 昆出してくだる	し、提出し の源泉徴収 さい。	てくだ 票を
	短期のも 辞めています。 (金) 独立生計 (金) 独立生計 提出出屋大 (金) 様	の、所得証明 るものも記え 者は記入した 提出してくた 者は前年1月 者は前年1月 ください。 学・他大学で アルバイト・	月書に と収入 2日以 1日以 変勤務 定職	記載されている。	れない未年後 職・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・	のもすへ <b>3告の収力</b> <b>枚収票(写</b> 歳をした場	くて記入 (があっ) (ま) また 場合、勤 場合、退 の金額、	してくださ た場合、』 は確定申号 務先にて記 ・廃業の 年間時間	虚偽の申 計書第一: 助務開始書 の証明書	遺となり 表及び第 月からの または退 期間のオ 勤務内容	ます。 二表(第三3 給与見込記職日の記載	<b>表)(写)</b> を E明書(別 成のある) の写を提 支払を	: 「貼付台紙 関紙〇)を作成 動務先の前年 と出してくださ	し、提出し の源泉徴収 さい。 受給総額	てくた票を事
1 2	短期のも 辞めてい ①独立生計 に独立生計 ②独立生計 提出して 〇名古屋大	の、所得証明 るものも記え 者は記入した 提出してくだ 者は前年1月 者は前年1月 ください。 学・他大学で	月書に と収入 2日以 1日以 変勤務 定職	記載されてたさい。 (に関する) (降に就)	れない未年後 職・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・	のもすへ <b>3告の収力</b> <b>は収票(写</b> 歳をした場 でした場 TA・RA	くて記入 (があっ) (ま) また 場合、勤 場合、退 の金額、	してくださ た場合、』 は確定申号 務先にて記 ・廃業の 年間時間	監偽の申 計書第一 前務開始 の証明書	遺となり 表及び第 月からの または退 期間のオ 勤務内容	ます。 二表(第三3 給与見込記職日の記載	<b>表)(写)</b> を E明書(別 成のある) の写を提 支払を	: 「貼付台紙 別紙〇)を作成 勤務先の前年 昆出してくだる	し、提出し の源泉徴収 さい。 受給総名 670,000円(	てくた 票を 事 頃 yen)
	短期のも 辞めています。 (金) 独立生計 (金) 独立生計 提出出屋大 (金) 様	の、所得証明 るものも記え 者は記入した 提出してくた 者は前年1月 者は前年1月 ください。 学・他大学で アルバイト・	月書に と収入 2日以 1日以 変勤務 定職	記載されている。	れない未年後 職・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・	のもすへ <b>3告の収力</b> <b>は収票(写</b> 歳をした場 でした場 TA・RA	くて記入 (があっ) (ま) また 場合、勤 場合、退 の金額、	してくださ た場合、』 は確定申号 務先にて記 ・廃業の 年間時間	虚偽の申 計書第一: 助務開始書 の証明書	遺となり 表及び第 月からの または退 期間のオ 勤務内容	ます。 二表(第三3 給与見込記職日の記載	<b>表)(写)</b> を E明書(別 成のある) の写を提 支払を	: 「貼付台紙 関紙〇)を作成 動務先の前年 と出してくださ	し、提出し の源泉徴収 さい。 受給総額	てくた 票を 事 (yen)
2 3 4	短期のも 辞めています。 (金) 独立生計 (金) 独立生計 提出出屋大 (金) 様	の、所得証明 るものも記え 者は記入した 提出してくた 者は前年1月 者は前年1月 ください。 学・他大学で アルバイト・	月書に と収入 2日以 1日以 変勤務 定職	記載されている。	れない未年後 職・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・	のもすへ <b>3告の収力</b> <b>は収票(写</b> 歳をした場 でした場 TA・RA	くて記入 (があっ) (ま) また 場合、勤 場合、退 の金額、	してくださ た場合、』 は確定申号 務先にて記 ・廃業の 年間時間	虚偽の申 計書第一: 助務開始書 の証明書	遺となり 表及び第 月からの または退 期間のオ 勤務内容	ます。 二表(第三3 給与見込記職日の記載	<b>表)(写)</b> を E明書(別 成のある) の写を提 支払を	: 「貼付台紙 関紙〇)を作成 動務先の前年 と出してくださ	し、提出し の源泉徴収 さい。 受給総額 670,000円( 円() 円()	でくだ 票を り (en) (en)
2 3 4 5	短期のも 辞めています。 (金) 独立生計 (金) 独立生計 提出出屋大 (金) 様	の、所得証明 るものも記え 者は記入した 提出してくた 者は前年1月 者は前年1月 ください。 学・他大学で アルバイト・	月書に と収入 2日以 1日以 変勤務 定職	記載されている。	れない未年後 職・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・	のもすへ <b>3告の収力</b> <b>は収票(写</b> 歳をした場 でした場 TA・RA	くて記入 (があっ) (ま) また 場合、勤 場合、退 の金額、	してくださ た場合、』 は確定申号 務先にて記 ・廃業の 年間時間	虚偽の申 計書第一: 助務開始書 の証明書	遺となり 表及び第 月からの または退 期間のオ 勤務内容	ます。 二表(第三3 給与見込記職日の記載	<b>表)(写)</b> を E明書(別 成のある) の写を提 支払を	: 「貼付台紙 関紙〇)を作成 動務先の前年 と出してくださ	し、提出し の源泉徴収 受給総 670,000円( 円() 円() 円()	でくだ票を 事 (yen) (en) (en) (en)
2 3 4	短期のも 辞めています。 (金) 独立生計 (金) 独立生計 提出出屋大 (金) 様	の、所得証明 るものも記え 者は記入した 提出してくた 者は前年1月 者は前年1月 ください。 学・他大学で アルバイト・	月書に と収入 2日以 1日以 変勤務 定職	記載されている。	れない未年後 職・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・	のもすへ <b>3告の収力</b> <b>は収票(写</b> 歳をした場 でした場 TA・RA	くて記入 (があっ) (ま) また 場合、勤 場合、退 の金額、	してくださ た場合、』 は確定申号 務先にて記 ・廃業の 年間時間	虚偽の申 計書第一: 助務開始書 の証明書	遺となり 表及び第 月からの または退 期間のオ 勤務内容	ます。 二表(第三3 給与見込記職日の記載	<b>表)(写)</b> を E明書(別 成のある) の写を提 支払を	: 「貼付台紙 関紙〇)を作成 動務先の前年 と出してくださ	し、提出し の源泉徴収 さい。 受給総額 670,000円( 円() 円()	でくだ票を 事 (yen) (en) (en) (en)
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2 3 4 5 6	短期のもい計画を対している。 独立生まで計画を対している。 独立生まで計画を対している。 独立生までは、 本人 「「大数が足りなった」では、 本人 「「大数が足りなった」では、 本人 「「大数が足りなった」では、 本人 「「大数が足りなった」では、 本人 「「大数が足りなった」という。	の、所得証明のも記りした。 者は記してくれる者は出して年1月 者は前年1月 くだ他大学で他大学で アルバイト・アルバイト・アルバイト・アルバイト・アルバイト・アルバイト・アルバイト・アルバイト・アルバイト・アルバイト・アルバイト・アルバイ	月書にて入いりり は2日日で勤務 を添作して入いりり	記載されたさいに関する。	れいる源泉 転職・転廃簿 は、 ・ ・ ・ ・ ・ ・ ・ ・ ・ ・ ・ ・ ・ ・ ・ ・ ・ ・	のもすへ <b>告の収2</b> <b>集を</b> をもした TA・RA TA・RA TA・RA	<ul><li>(て記入: No. 1) また(</li></ul>	してくださん。 た場合、 E は確定申信 務発にて前 ・廃業の 年間時間	監偽の申 告書第一 助務開始書  数、雇用 レジ打す	in となり 表及び第 月からの 月または退 月期間の 対 一 新 の の の の の の の の の の の の の	ます。 二表(第三4 給与見込記載 開の記載 かかる書類 本人	表)(写)を E明書(別 成のある) の写を提 支払を 2019年05	: 「貼付台紙 動務先の前年 出出してくだ。 受けた期間 月-2021年04月	し、提出し の源泉徴収 受給終 670,000円( 円() 円() 円()	でくだ票を 事 (yen) (en) (en) (en)
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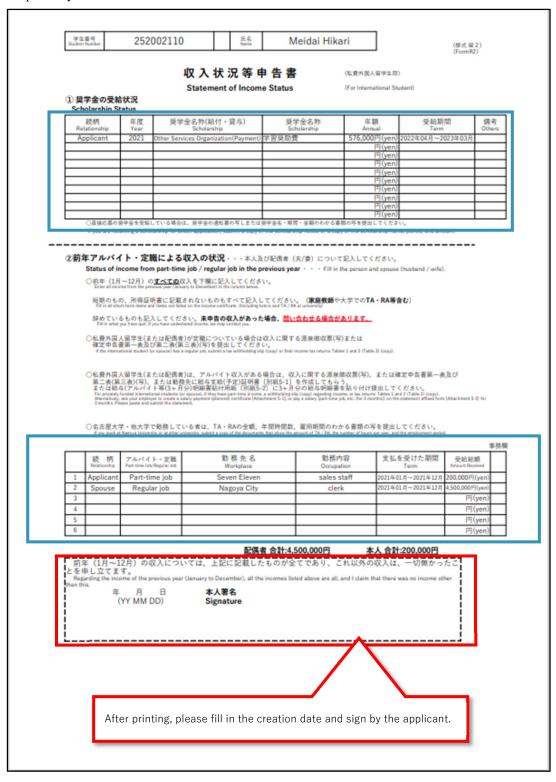
[Confirmation items at the time of correction]

Upper part of this form ... Entering scholarship status

Lower part of this form ... Entering basic information

#### ➤ INCOME STATUS REPORT (PRIVATELY FUNDED INTERNATIONAL STUDENT)

All privately funded international students must submit

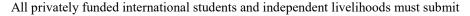


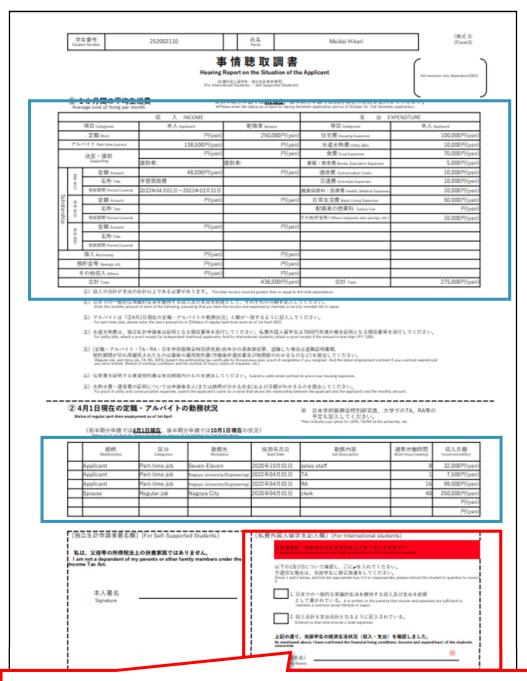
[Confirmation items at the time of correction]

Upper part of this form ... Entering scholarship status

Lower part of this form ... Entering basic information

#### > INTERROGATION RECORD





fter printing out the form, please have it  $\checkmark$  ed and signed by your academic advisor or a teacher who knows about your living situation. If it is difficult for you to fill out the form in person, please send the data of this form to your teacher and have him/her return the signed form to you, or submit an e-mail message indicating that he/she has reviewed it.

[Confirmation items at the time of correction]

Upper part of this form ... Entering living expenses information for entering detailed information Lower part of this form ... Entering the part-time job status of detailed information

# III. LIST OF REQUIRED DOCUMENTS TO BE SUBMITTED

#### 1. DOCUMENTS REQUIRED FOR SUBMISSION

The required documents to be submitted differ depending on the applicant's application content.

The application details are the Admission Fee / Tuition Fee Exemption Application system ▷ Detailed information input ▷ "Yes" is selected in the "Selection of application target" question.

The content of the question will be posted here again, so please check which question you answered "yes" to. Then, read the notes on the displayed documents carefully and submit the one that covers all the necessary information.

#### **★ LIST OF QUESTIONS FOR SELECTING THE APPLICATION TARGET**

Gener	al or Self-Supported Student
Q-1	Do you Independent livelihood ?
	※If you selected "No" for Q-1, you do not need to select Q-2 to Q-10.
	※If you do not meet all the requirements of Q-2 to Q-5, you cannot apply for independent livelihood.
Q-2	Does it fall under any of the following A to C?
	A: The person (including the spouse) has income (salary income or income) exceeding 1,030,000 yen per
	year, income declarations are made for that income, and an income certificate is issued.
	B: Salary income (e.g., salary scholarship (annual amount), total amount including part-time job) or income
	is expected to exceed 1,030,000 yen for the person (including spouse)
	C: A person who has retired (took leave of absence, etc.) and has become incomeless for admission to the
	University, and lives on savings at work, and the deposit balance exceeds 1,030,000 yen
Q-3	Is the applicant a dependent relative of a parent or other (excluding spouse) under the Income Tax Act and
	social insurance?
Q-4	Are you separated from the parents of the applicant (or spouse)?
Q-5	Does the applicant receive financial assistance from parents or the like (excluding spouses)?
Q-6	Does the applicant or spouse have income from a part-time job or a regular job?
Q-7	Does the applicant receive a scholarship or applied for a scholarship?
Q-8	(If I have received or applied for a scholarship)Is the scholarship applied directly?
Q-9	Are there any applicants and spouses who have been hired as Research Fellow of the Japan Society for the
	Promotion of Science?
Q-10	Do applicants and spouses work at Nagoya University or other universities?
Q-11	Do household supporters have salary income (including part-time jobs) and have been working before 1st
	January 2021?
Q-12	Do household supporters have salary income (including part-time jobs) and have been working since 2nd
	January 2021?
Q-13	Do household supporters (including self-employed) have any income other than salary income (including
	internal employment)?, or is the household supporter a salaried employee who files tax returns?

Q-14	Did household supporters retire or go out of business in the middle of the previous year (2021) or the current
	year (2022)?
Q-15	Did household supporters change jobs, open, retire, or close their businesses in the middle of the previous
	year or in the current year?
Q-16	Are household supporters a recipient of unemployment benefits or are they on leave at the time of
	application?
Q-17	Are household supporters pensioners?
Q-18	Do household supporters receive injury and illness allowances?
Q-19	Do households have students in Japan who exclude compulsory education?
Q-20	Is the household a mother-child household or a father-child household?
Q-21	Has the applicant or the applicant's parents' house been damaged by wind, flood, etc. within 6 months (or
	within 1 year for new students)?
Q-22	Are there any family members with disabilities?
Q-23	Does the applicant have a repeat year or standard period of study?
Q-24	Is there anything that needs special explanation?
Q-25	(Please select "Yes" only for applicable undergraduate students)Are you an undergraduate student before
	2019 and are not eligible to apply for the Higher Education Study Support System?
Q-26	(Please select "No" if you are self-supported student) Is the applicant an out-of-home student whose family
	lives in Aichi, Gifu, or Mie? (Enter only for general student: No input for self-supported student)
Q-27	(Please select "No" if you are self-supported student)Did the applicant's educational sponsor pass away within
	6 months (1 year for new students)?
Q-28	(Please select "No" if you are self-supported student)Is the applicant's household a welfare recipient
	household?

Private	ely-Financed International Student
Q-1	Does the household supporter, excluding the applicant, reside in Japan?
	If you selected "No" for Q-1, you do not need to select Q-2 to Q-10.
Q-2	Do household supporters have salary income (including part-time jobs) and have been working before 1st
	January 2021?
Q-3	Do household supporters have salary income (including part-time jobs) and have been working since 2nd
	January 2021?
Q-4	Do household supporters (including self-employed) have any income other than salary income (including
	internal employment)?, or is the household supporter a salaried employee who files tax returns?
Q-5	Did household supporters retire or go out of business in the middle of the previous year or the current year?
Q-6	Did household supporters change jobs or open in the middle of the previous year or the current year?
Q-7	Are household advocates jobless benefit recipients?
Q-8	Are household supporters pensioners?
Q-9	Do household supporters receive injury and illness allowances?

# III. LIST OF REQUIRED DOCUMENTS TO BE SUBMITTED 1. DOCUMENTS REQUIRED FOR SUBMISSION

Q-10	Is the household a mother-child household or a father-child household?
Q-11	Did you suffer damage such as wind and flood damage within 6 months (1 year for new students)?
Q-12	Are there any family members with disabilities?
Q-13	Does the applicant or spouse have income from a part-time job or a regular job?
Q-14	Are household supporters taking leave of absence at the time of application?
Q-15	Do you wish to be certified as a self-supported student?
Q-16	If I have received or applied for a scholarship)Is the scholarship applied directly?
Q-17	Are there any applicants and spouses who have been hired as Research Fellow of the Japan Society for the
	Promotion of Science?
Q-18	Do applicants and spouses work at Nagoya University or other universities?
Q-19	Do households have students in Japan who exclude compulsory education?
Q-20	Does the applicant have a repeat year or standard period of study?
Q-21	Is there anything that needs special explanation?

#### 2. DOCUMENTS

# (1) DOCUMENTS THAT CAN BE PRINTED WITHIN THE ADMISSION FEE EXEMPTION / TUITION FEE EXEMPTION SYSTEM

As stated in the remarks, this is a document that must be submitted by the relevant person.

No.	Documents	Notes
1	[Form 1-①] Nagoya University Tuition Fee	All must be submitted
1.	Exemption Application Form	
2.	【Form 1-②】 Family Situation Survey Report	All must be submitted
2	[Form 2] Income status report	Self-Supported Student and privately funded international
3.	Form 21 Income status report	students are required to submit
4	[E 2] I4	Self-Supported Student and privately funded international
4.	[Form 3] Interrogation record	students are required to submit

# (2) DOCUMENTS THAT CAN BE DOWNLOADED FROM THE NAGOYA UNIVERSITY WEBSITE

This is a document to be submitted only by the relevant person.

No.	Documents	Important Notes	Reason for necessity Questions for selecting application targets (pages 77 to 79)	Issue location
1.	【Form 1】 Submission Form for Income Certificate	Submit when submitting application documents No submission required for Fall Aapplication		
2.	【Form 2】 School Identification		【General·Self-Supported Student】 Q. 19 【Privately-Financed International Student】 Q. 19	
3.	【Form 3】 Expected Salary Certificate		【General · Self-Supported Student】 Q. 12, 15 【Privately-Financed International Student】 Q. 3, 6	Workplace
4.	【Form 4】 Satement		【General · Self-Supported Student】 Q. 24 【Privately-Financed International Student】 Q. 21	

	[Form 5-1]	Not required if you	【Privately-Financed International	Workplace
5.	Salary Payment (Estimated)	submit 【Form 5-2】	Student	
	Certificate		Q. 13	
	[Form 5-2]	Not required if you	【Privately-Financed International	
6.	Monthly Payment Details of	submit 【Form 5-1】	Student]	
	Part-Time Job (for 3months)		Q. 13	
		Submit only those	【General Student】	
	[Form 6]	undergraduate students	Q. 25	
7.	Higher education study	enrolled before 2019		
/ •	support system application	who are not certified by		
	eligibility confirmation	the higher education		
		study support system.		
			【General · Self-Supported Student】	
	[Form 7]		Q. 23	
8.	Inevitable Reason		【Privately-Financed International	
	mevitable Reason		Student	
			Q. 20	

# (3) DOCUMENTS SUBMITTED BY ALL APPLICANTS FOR ADMISSION FEE EXEMPTION (DEFERRAL OF COLLECTION)

This is a document that everyone submits regardless of the question.

No.	Documents	Important Notes	Issue
			location
1.	Nagoya University Admission Fee Exemption/Deferred Payment Application Form	You can download it from Nagoy University website	
2.	Your latest Income (tax) Certificate FY2022 ("Shotoku Shomeisho") issued by your municipal government. *Please check the "notes" on the right for details on the required contents. *The name of the certificate may be "Municipal / Prefectural Resident Tax (Tax Exemption) Certificate".	<ul> <li>Only applicants for Admission Fee Exemption / collection deferment for April Admission are required to submit</li> <li>Those of household supporters according to application status</li> <li>The amount of income, city / prefectural tax, various deductions, and the number of dependents must be clearly stated.</li> <li>If a certificate with all details is not issued, submit a "tax or tax exemption certificate" and an "Income Certificate" together.</li> <li>NOTE</li> <li>It cannot be issued if there is no resident registration in Japan on 1st January, 2021.</li> <li>It cannot be issued if there is no resident registration in Japan by 1st January, 2022. In that case, contact the submission address.</li> </ul>	Municipality

# (4) DOCUMENTS SUBMITTED BY ALL APPLICANTS FOR TUITION FEE EXEMPTION

No.	Documents	Important Notes	Issue location
1.	Your latest Income (tax)	© Those of household supporters according to application status	Municipality
	Certificate FY2022	• The amount of income, city / prefectural tax, various	
	("Shotoku Shomeisho")	deductions, and the number of dependents must be clearly	
	issued by your municipal	stated.	
	government. *Please	• If a certificate with all details is not issued, submit a "Tax or	
	check the "notes" on the	Tax Exemption Certificate" and an "Income Certificate"	
	right for details on the	together.	
	required contents. *The	NOTE	
	name of the certificate	• "Income and Taxation Certificate 2022" will be issued after 1st	
	may be "Municipal /	June 2022 in principle.	
	Prefectural Resident Tax	• It cannot be issued if there is no resident registration in Japan by	
	(Tax Exemption)	1st January, 2022. In that case, please check that in the relevant	
	Certificate".	column of [Form 1] Income Certificate Declaration Form.	
2.	Resident Record	©Those of household supporters according to the application	Municipality
	("Juminhyo")	pattern (status)	
		• Must be issued within 3 months of submission	
		• There is a statement that it is for "all households)	
		My Number is not listeded	
		• Privarately funded international student have a state of	
		residence "colledge student"	

#### (5) DOCUMENTS SUBMITTED BY THE PERSON CONCERNED

#### NOTE

For duplicate documents, please submit a part of the original.

Submit copies of required documents that are specified as "(copy)" below, and originals for those that are not specified as "(copy)".

No.	Documents	Important Notes	Reason for necessity Questions for selecting application targets (pages 77 to 79)	Issue location
1.	Medical certificate etc.	It is stated that the tuition fee	[Applicants for Admission	Municipality
	created by a doctor	bearer is currently undergoing	Fee Exemption for	
		medical treatment for a period of 6	Japanese undergraduates	
		months or more as of the time of	should submit only when	
			applicable]	

		application (1st April or1st		
		October).		
2.	Withholding Certificate for the previous year (copy)	<ul> <li>Can be used as proof of retirement date if there is a description of retirement date</li> <li>If there is a check in the widows / single-parent deduction column it can also be used as proof of a mother-child father-child household.</li> </ul>	【General · Self-Supported Student】 Q-11, 12, 14, 15 【Privately-Financed International Student】 Q-2, 3, 5	Workplace
3.	Income Tax Return for the previous year (copy)*     Tables 1     Tables 2     Table 3 if there is  * This copy here means a copy or receipt of what you have created and entered.	<ul> <li>If there is a check in the widows         / single-parent deduction         column in Table 2, it can also         be used as proof of a mother-         child father-child household.</li> <li>If there is a statement such as         "There is a separate sheet" in         the income breakdown, also         submit the additional sheet.</li> </ul>	【General·Self-Supported Student】 Q- 13 【Privately-Financed International Student】 Q- 2, 3, 4, 5	Tax office, Municipality
4.	City (town) Prefectural Tax Return 2022 (copy)* • Front • Back side  * This copy here means a copy or receipt of what you have created and entered.	If there is a check in the widows / single-parent deduction column it can also be used as proof of a mother-child father-child household.	【General · Self-Supported Student】 Q- 13, 20 【Privately-Financed International Student】 Q- 4, 10	Municipality
5.	Annual Income and Expenditure Forecast Statement (Free style)	Creating an estimate of income and expenses for one year from the date of starting a business	【General · Self-Supported Student】 Q- 15 【Privately-Financed International Student】 Q- 5	
6.	Certificate of Retirement from previous job	Retired person name, retirement date, retired workplace name required	【General · Self-Supported Student】 Q- 14 【Privately-Financed International Student】 Q- 5	Workplace
7.	<ul> <li>Certificate of business closure</li> <li>Notification form for opening / closing a private business (copy)</li> </ul>	Notification form must have a Tax Office reception stamp	【General · Self-Supported Student】 Q- 14, 15 【Privately-Financed International Student】	Tax Office

			Q- 5	
8.	Employment Insurance Eligibility Certificate (pages1 to 4) (copy)		[General · Self-Supported Student] Q- 16 [Privately-Financed International Student] Q- 7	Public Employment Security Office
9.	Leave Certificate	Work name, name of employees on leave, and period of leave are required	【General·Self-Supported Student】 Q- 16 【Privately-Financed International Student】 Q- 14	Workplace
10.	Documents showing the amount of salary, allowance, etc. paid during the leave period (copy)		【General·Self-Supported Student】 Q- 16 【Privately-Financed International Student】 Q- 14	
11.	A copy of the notice showing the amount and period of the injury and illness allowance		【General·Self-Supported Student】 Q- 18 【Privately-Financed International Student】 Q- 9	
12.	A copy of the Scholarship Employment Notice for direct application (copy)	Notification that shows the scholarship name, receiving period, and receiving amount	【General·Self-Supported Student】 Q-7 【Privately-Financed International Student】 Q-15	Scholarship Organization
13.	<ul> <li>Announcement Notice</li> <li>Notification of decision on the subject in charge and the number of hours allocated (Both required)</li> </ul>	TA or RA of Nagoya university will be issued at the time of recruitment	【General · Self-Supported Student】 Q- 10 【Privately-Financed International Student】 Q- 18	Workplace
14.	<ul> <li>Working conditions notice</li> <li>Working time ledger (Both required)</li> </ul>	RA, research assistant, administrative assistant or technical assistants of Nagoya University will be issued at the time of hiring	【General·Self-Supported Student】 Q- 10 【Privately-Financed International Student】 Q- 18	Workplace

15.	Documents showing the amount of hourly wages, number of hours per year, and employment period (copy)	Tutor of Nagoya university or part-time lecturer of other universities	【General · Self-Supported Student】 Q- 10 【Privately-Financed International Student】 Q- 18	Workplace
16.	Health Insurance Card (copy)	Within the expiration date     The applicant (and spouse)	[General · Self-Supported Student] Q-3	
17.	Lease Agreement (copy) Excluding residents of the International Ohmeikan*	<ul> <li>Required place for contractor name, address, rent, contract period</li> <li>In the case of room sharing, the description of the person living together is required</li> <li>For independent livelihoods, the contractor is the applicant (or spouse)</li> </ul>	【General · Self-Supported Student】 Q- 4, 26 【Privately-Financed International Student】 All regardless of the question	
18.	Dependent Deletion Certificate etc.	If the name of the applicant (and spouse) is listed in the dependent column of the parent's Income Certificate, submit it as proof that the parent is out of support.	【General · Self-Supported Student】 Q-3	
19.	Death Certificate(copy)		【General · Self-Supported Student】 Q- 20, 27	Hospital
20.	Certified copy of Family Register (Extract of Family Register)		【General · Self-Supported Student】 Q- 20, 27	Municipality
21.	Physical Disability     Certificate (copy)     Medical Rehabilitation     Handbook (copy)     Mental Disability     Certificate (copy)     Atomic Bomb     Survivour's Cetiicates     (copy)     Pollution Medical     Notebook (copy)	Must have name, disability name, grade, notebook number, etc.  Within the expiration date	【General · Self-Supported Student】 Q- 22 【Privately-Financed International Student】 Q- 12	Municipality
22.	Documents showing the amount of survivor's pension (survivor's pension transfer notice, etc.)	Most recent at the time of application	【General · Self-Supported Student】 Q- 17, 20 【Privately-Financed International Student】	Japan Pension Service

# III. LIST OF REQUIRED DOCUMENTS TO BE SUBMITTED 2. DOCUMENTS

			Q- 8, 10	
23.	Documents that show that you have received a child-rearing allowance (copy)	Most recent at the time of application	【General · Self-Supported Student】 Q- 20 【Privately-Financed International Student】 Q- 10	Municipality
24.	Life protection receipt certificate     Notification of welfare payment	Most recent at the time of application	【General · Self-Supported Student】 Q- 28	Municipality
25.	Damage (Victim) certificate		【General · Self-Supported Student】 Q- 21 【Privately-Financed International Student】 Q- 11	Municipality
26.	Documents showing the amount of damage (copy)	Quotation or receipt, etc	【General · Self-Supported Student】 Q- 21 【Privately-Financed International Student】 Q- 11	Repair Company, etc.
27.	Documents that show payment (compensation) of Non-Life Insurance money, etc. (copy)		【General · Self-Supported Student】 Q- 21 【Privately-Financed International Student】 Q- 11	Insurance Company