

【For October 2025 Enrollees】

## Instructions for Application for Admission Fee Exemption / Deferment

### For Graduate Students enrolled in October 2025

#### ＼ NOTES ／

- ✓ **Step 1:** At the time of admission procedures, in the menu of payment method of admission fees on the Online Admission Procedures Site, select “Eligible for deferred Admission fee payment (select the applicable options).” However, if you are not eligible for the Online Admission Procedures Site, the procedure for Step 1 is different. **[Please refer to the Admission Procedure Guidelines]**
- Step 2:** Submit the application documents to the relevant office. **[Please refer to this Instructions].**
- ✓ **If you have already paid the admission fee, you cannot apply for the Admission Fee Exemption / Deferment. In addition, the admission fee cannot be refunded.**
- ✓ You (the applicant) must apply for Admission Fee Exemption or Admission Fee Deferment on your own behalf. You are required to read the instructions contained in the relevant documents carefully, prepare the necessary documents, and make sure you meet the deadline. **If you cannot submit the required documents by the deadline, or if you have decided to decline the offer of admission, you will be required to pay the admission fee immediately.**
- ✓ Students eligible for Admission Fee Exemption will be determined within a budget from among those who meet the level of household income and academic achievement set by Shinshu University. If they meet the conditions for Admission Fee Deferment, they will be granted an Admission Fee Deferment.
- ✓ Please use a BLACK ballpoint pen when filling out all application documents. **DO NOT USE a pencil or an erasable ballpoint pen (Frixion Ball).**

#### List of Documents

- Instructions for Application for Admission Fee Exemption/Deferment
- Example of “Application Form”, “Report of Family Finances”

Please print the following documents on A4-size printer paper.

- Checklist of Required Documents
- Application Form
- Report of Family Finances (Please print on **both sides**)
- Academic Advisor Opinion
- Declaration of Income from Part-time Jobs

**Application Period of Step2 : September 24, 2025 ~ October 3, 2025**

Shinshu University

## 1. Eligibility for applying for Admission Fee Exemption/Deferment

Admission Fee Exemption	<p>Regular graduate students who meet any of the conditions listed below are eligible to apply. If your application is successful, you will be granted an exemption either for half of the Admission fee or for the full amount.</p> <p>(1) <b><u>Financial Hardship</u></b></p> <p>(2) <b><u>Death of the Academic Expense Supporter (usually a parent):</u></b> Within one year prior to the student's enrollment at Shinshu University.</p> <p>(3) <b><u>Disaster:</u></b> An earthquake, fire, storm, flood or other natural disaster affecting the student themselves or their Academic Expense Supporter within one year prior to the student's enrollment at Shinshu University.</p> <p>(4) <b><u>Specified Disaster:</u></b> One of the following disasters affecting the student themselves or their Academic Expense Supporter: "Great East Japan Earthquake (March 11, 2011)", "Kumamoto Earthquake (April 14, 2016)", "Heavy rain from May 20 to July 10, 2018", "Hokkaido Eastern Iburi Earthquake (September 6, 2018)", "Heavy rain from August 13 to September 24, 2019", "2019 Typhoon No. 19" and "Noto Peninsula Earthquake (January 1, 2024)"</p> <p><b>* Basically, please apply for the reason of "(1) Financial Hardship". If you would like to apply for the reason of (2), (3) or (4), please inquire to the relevant office before applying. Required documents are different.</b></p> <p>Students eligible for Admission Fee Exemption will be determined within a budget from among those who meet the level of household income and academic achievement set by Shinshu University. If they meet the conditions for Admission Fee Deferment, they will be granted an Admission Fee Deferment.</p>
Admission Fee Deferment	<p>Regular graduate students experiencing difficulties paying admission fees due to financial hardship are eligible to apply.</p> <p>*The deadline for payment of the admission fees for those who are granted a deferral is <b><u>February 27, 2026 (Friday)</u></b></p>

## 2. How to apply for Step 2

Please check that you have gathered all the documents in the list of required documents before you submit your application. **If you fail to meet the deadline, your application will not be accepted under any circumstances for whatever reason, and you must complete your payment of the admission fees within two weeks.**

**Application Period: September 24, 2025 ~ October 3, 2025 [BE PUNCTUAL]**

**\*Please submit all the necessary documents listed in "Checklist of Required Documents for Admission Fee Exemption/Deferment" on page 7.**

## How to submit

Submit in person	In principle, please come to the office for submitting your application in person. But, if you cannot come to the office to live far away, please submit by post.
Submit by post	Please send all the necessary documents to the following address by "Letter Pack Light" if you live far away. You can buy the envelope of "Letter Pack Light" at post office and convenience stores. Please write " <b>Admission fee exemption / deferment</b> " in red into the "Contents Description" on the envelope. If your documents have not been satisfactorily completed, the office will contact you by email or telephone. Keep checking your university email inbox or incoming call history.
Submit by email	If you are unable to come to Japan by the application deadline, please submit your application documents by email (PDF). Please be sure to submit the copy of your health insurance card after coming to Japan. Send to : <a href="mailto:syougak@shinshu-u.ac.jp">syougak@shinshu-u.ac.jp</a>

## Place of Submission (Contact information)

Matsumoto Campus	3-1-1, Asahi, Matsumoto City 390-8621, Shinshu University Student Support Center TEL: 0263-37-2199 (Only available in Japanese)
Nagano Education Campus	6-Ro, Nishinagano, Nagano City 380-8544, Faculty of Education of Shinshu University, Education Affairs Section TEL: 026-238-4056 (Only available in Japanese)
Nagano Engineering Campus	4-17-1, Wakasato, Nagano City 380-8553, Faculty of Engineering of Shinshu University, Education Affairs Section TEL: 026-269-5041 (Only available in Japanese)
Ina Campus	8304, Minami minowa-Village, Kamiina County 399-4598, Faculty of Agriculture of Shinshu University, Education Affairs Section TEL: 0265-77-1447 (Only available in Japanese)
Ueda Campus	3-15-1, Tokida, Ueda City 386-8567, Faculty of Textile Science and Technology of Shinshu University, Education Affairs Section TEL: 0268-21-5311 (Only available in Japanese)

## 3. How to fill out the "Report of Family Finances" and other required documents

Fill out the "Report of Family Finances" on the basis of factual information. If any information provided in the forms or documents submitted is found to be false, the application will be excluded from the screening process. If it is ascertained at a later date that a false statement has been made, any favorable decision made with respect to the application will be reversed and the applicant will be required to pay the admission fees immediately.

- Please fill out the "Report of Family Finances" after reading the example carefully. The information about the whole household in Japan that you belong to, must reflect the situation as of October 1.
- Please check that you have gathered all the documents in the "checklist of required documents" (attached sheet). If you fail to submit any of the necessary documents, you will be excluded from the screening.
- If your parents or husband/wife lives in Japan or your family lives with you in Japan, you may be asked to submit additional documents besides those on the "Checklist of Required Documents for Admission Fee Exemption/Deferment". Please contact the office in advance about this.
- If anything is unclear or you have any questions about how to fill in the forms or required documents, ask the office as soon as possible. Please make sure all of your questions have been answered before submitting your application. If your documents have not been satisfactorily completed, your application will not be accepted.
- Please ask your academic advisor (or a person who knows you well, such as a teacher at the Japanese School which you are currently enrolled in) to write down his/her opinion on the "Academic Advisor's Opinion". When you talk with him/her, show him/her the "Report of Family Finances" with all pages filled out.
- You must inform the office immediately if you start receiving a scholarship or Grant-in-Aid from the Japan Society for Promotion of Science after submitting your application. If your application is approved and you omit to inform us about a JSPS grant, the approval will be cancelled.

## 4. Announcement of results and Deadline for payment

- The results will be announced to applicants directly in early **December**.
- Unless you are granted a “Full Exemption” or “Deferment”, you must complete your payment of the admission fee within 14 days. If you are granted a “Deferment”, please complete your payment by **February 27, 2026**. **Please note that if you fail to complete your payment by the deadline, you will lose your status as a student of Shinshu University.**

## 5. Notes

- The deadline for the payment of the Admission Fee for applicants will be extended until the results are announced. If the admission fee is paid before the announcement of results, the application shall be deemed to have been withdrawn. Please note that admission fees are not refundable.
- Please understand that you may be asked to submit additional documents other than those specified if this is deemed necessary for screening purposes.
- Submitted documents will not be lent or returned to you. Please copy your documents before submitting them, and keep the copies carefully so that they can be used to check the content of the application or be used as a reference for other applications.
- Submitted documents are used exclusively for the purposes of the screening of Admission Fee Exemption/Deferment applications. The documents will not be used for any other purpose.

## 6. Contact information

- If you have any questions or need to tell us about special circumstances, please get in touch with the office of your campus as above as soon as possible.
- Please register the phone number above in your mobile phone so that you can contact our office promptly. If you cannot answer our phone call, please call us back or visit our office.



\*This form (English Version) is for graduate students who do not understand Japanese.

\*Please use a BLACK ballpoint pen. Do not use a pencil or an erasable ballpoint pen.

( For 2025 Enrollees )

Example

## Application for Admission Fee Exemption / Defferment

( For Privately Financed International Students )

### To the President of Shinshu University

I hereby apply for Tuition Fee ( **Exemption** / **Defferment** ), because I am unable to pay the Admission Fee due to financial difficulties.

I confirm that the details provided in this form and the "Report of Family Finances" are correct and accurate. If any information provided is found to be false, I accept that my application will be excluded from the screening process and will make no objection to this. And if any false statement is discovered after the application has been approved, I agree to the cancellation of any exemption granted.

Date of Submission:      YYYY      MM      DD  
2025 /   xx   /   xx

**Applicant**      Student ID Number:      00AB0000C

Name:      John Smith

### Please specify the reason for applying, family budget situation, and your current living situation (To be explained in detail.)

Since my father who had supported the household passed away two years ago, my mother's part-time income and grandmother's small pension aren't enough to support our family.

I have three siblings. As three of us are students, we have to pay a lot of school expenses. It is difficult for me to pay the admission fee by the due date because we have very little savings.

### Who provides your Admission fees? (Please describe in detail.)

I'm scheduled to borrow money from my aunt to pay my Admission fees.

## Example showing how to fill out the Report of Family Finances for Admission Fee Exemption / Deferment

Please use a BLACK ballpoint pen. 【Do not use a pencil or an erasable ballpoint pen.】

**Report of Family Finances**

APRIL ENROLLEE: Each document and report must reflect the situation as of **APRIL 1**.  
OCTOBER ENROLLEE: Each document and report must reflect the situation as of **OCTOBER 1**.  
If you were a Shinshu University student, please fill in your previous student ID.

Category	Application for <input checked="" type="radio"/> EXEMPTION <input type="radio"/> DEFERMENT	Reason * <input checked="" type="radio"/> Financial Hardship <input type="radio"/> Death of the Academic Expense Supporter <input type="radio"/> Disaster <input type="radio"/> Specified Disaster
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↑ Basically, please apply for the reason of "Financial Hardship".

Student ID	Examinee Number	654321	Previous Student ID	12A3456B	【Graduate】 * Master <input checked="" type="radio"/> Doctor <input type="radio"/> Professional Degree	
Japanese Kanji Name of Applicant	ZHANG SAN		Month of Admission	April <input checked="" type="radio"/> October <input type="radio"/>	Graduate School of	Medicine, Science and Technology
Your Current Address in Japan		390-0803 Matomachi ●●●● Heights No.000, Matsumoto city, Nagano.		Age	27	Your Campus
Your Parents' Address		Country ( )		Commuting from <input checked="" type="radio"/> Family Home / Other * Dorm <input checked="" type="radio"/> Rental / Other:		
Scholarship Information in 2025		JASSO Scholarship		Do you have a car in Japan? * Yes <input type="radio"/> No <input checked="" type="radio"/>		

Fill in an total annual sum.

Relationship	Name	Age	Place of Residence	Current Occupation	Period of Employment	Place of Employment (company name)	Salary Annual Sum (Unit: Thousand Yen)	Income Excepting Salary Annual Sum (Unit: Thousand Yen)
Father	□□□□	51	<input checked="" type="checkbox"/> Home country <input type="checkbox"/> Japan	Sole proprietor	20 yrs.	Restaurant	* Salary / Pension 303 Thou. Yen	* Sales / Agr&Forestry / Real estate 2000 Thou. Yen
Mother	△△△△	48	<input checked="" type="checkbox"/> Home country <input type="checkbox"/> Japan	Full-timer	20 yrs.	Restaurant	* Salary / Pension 1000 Thou. Yen	* Sales / Agr&Forestry / Real estate Thou. Yen

Fill in an total annual sum.

Relationship	Name	Age	Place of Residence	Current Occupation	Period of Employment	Place of Employment (company name)	Salary Annual Sum (Unit: Thousand Yen)	Income Excepting Salary Annual Sum (Unit: Thousand Yen)
Husband / Wife	○○○○	28	<input type="checkbox"/> Home country <input checked="" type="checkbox"/> Japan	School Name	Enrollment Year	Year/Grade	Classification*	Scholarship received in 2025
							Scholarship Name (Period) Annual Sum	
							●●● Scholarship 1680 Thou. Yen	

If Shinshu University student, write his/her student ID number. \*Excluding your parents, husband, wife and friends.

Relationship	Name	Age	Current Occupation	Period of Employment	Place of Employment (company name)	Salary Annual Sum (Unit: Thousand Yen)	Income Excepting Salary Annual Sum (Unit: Thousand Yen)
SON	◆◆◆◆	2	nursery school pupil	for yrs.		* Salary / Pension / Other Thou. Yen	* Sales / Agr&Forestry / Real estate Thou. Yen

Family members enrolled as student(s)

Relationship	Name	Age	School Name	Enrollment Year	Year/Grade	Classification*	Scholarship received in 2025
							Scholarship Name (Period) Annual Sum
							National / Public / Private ( ) Thou. Yen

Applicants who will enter Shinshu University in APRIL, are required to check that each document and report reflects their situation as of **APRIL 1**.

Applicants who will enter Shinshu University in OCTOBER, are required to check that each document and report reflects their situation as of **OCTOBER 1**.

Be sure to fill in the applicable sections correctly and clearly in person.

If you make a mistake when filling in the form, erase with double lines and correct the error. You do not need to stamp your seal on the lines. If the description becomes hard to read, please print out a new form.

### "Your Current Address in Japan"

Write your address in Japan after matriculation, and circle the type of your residence. With regard to "Commuting", in general, all Privately Financed International Students should circle "Family Home". But, if your parent(s) are living in Japan, and you live separately from them/him/her, circle "Other".

### "Scholarship Information"

Indicate whether or not you are scheduled to receive a scholarship from April 2025 to March 2026. If you expect to be in receipt of a scholarship, write the name of the scholarship, etc.

### "Part-time Job"

Write the estimated amount of income from your part-time job(s) during the period of April 2025 to March 2026.

### "About your parents"

- 1) Make sure to fill in the "Father" and "Mother" sections.
- 2) If your parents are divorced, or if either or both of your parent(s) are deceased, please mention this in his/her "Current Occupation".
- 3) Write the annual income after converting it into Japanese yen.

### "About your husband/wife"

- 1) If you have a husband/wife, fill in this section.
- 2) Write the annual income after converting it into Japanese yen.
- 3) If your husband/wife is a student in Japan, please mention "School Name", "Enrollment Year", "Year/Grade", "Classification" and "Scholarship received in 2025".

### "Family Members living with you in Japan"

If your family members live in Japan with you, please fill in the following sections.

#### "Family members NOT enrolled as student(s)"

If he/she has an income, write the occupation, etc. in detail.

#### "Family members enrolled as student(s)"

If he/she is elementary school student and above, write the School Name, etc.

### Applicant's income and expenditure per month

- 1) Applicant's gross income and expenditure should be roughly equal.
- 2) If you live with your spouse or siblings, fill in the amount for the whole family living together.
- 3) If your parents have paid (inc. electronic withdrawal) your tuition, rent, or mobile phone bills, please include the cost in your expenditure.  
As for income, write the cost with other financial aid together in the "from family" column.

Income (Monthly Average)		Office use only	Expenditure (Monthly Average)	
Money sent from family	25,300 yen		Tuition fee	44,650 yen
Money brought from home country	yen		Books & school supplies	10,000 yen
Applicant's part-time job ( Restaurant )	24,000 yen		Rent (inc. common service fee)	40,000 yen
TA・RA	yen		Utility charges	10,000 yen
Family member's part-time job ( )	yen		Food costs	50,000 yen
Applicant's scholarship received in 2025			Travel costs	10,000 yen
-->Scholarship name ( JASSO Scholarship )	48,000 yen		Phone and Internet charges	20,000 yen
Family member's scholarship received in 2025			Insurance & Medical costs	8,000 yen
-->Scholarship name ( ●Scholarship )	140,000 yen		Childcare education costs	30,000 yen
Loan from ( )	yen		Savings	yen
Financial support from ( Wife's father )	30,000 yen		Incidental costs	yen
Other ( )	yen		Other ( Wife's Tuition fee )	44,650 yen
<b>Gross Income</b>	<b>267,300 yen</b>		<b>Gross Expenditure</b>	<b>267,300 yen</b>

Please fill in the following sections 1 to 5 accurately and describe in detail your living situation

#### 1. Financial aid from your parents (Please write the total amount of living expenses and tuition fee)

\_\_\_\_\_

#### 2. Financial aid from persons other than your parents

\_\_\_\_\_

Please fill in the details.

#### 3. The situation of your part-time job

\_\_\_\_\_

#### 4. Scholarship Information

Last year -- 2024 academic year ☒ Not received ☐ Received →Name of scholarship: \_\_\_\_\_ )

If received, Amount per month: \_\_\_\_\_ yen Period: From \_\_\_\_\_ to \_\_\_\_\_

This year -- 2025 academic year ☐ Not received ☒ Received →Name of scholarship: JASSO Scholarship )

Note: Please inform the office immediately even if you start receiving a scholarship after the application deadline.

If received, Amount per month: 48,000 yen Period: From 2025 / 4 to 2026 / 3

#### 5. Your current living situation (Please provide below detailed information about your university life.)

【Who provides your living expenses? How about your current living situation?】

\_\_\_\_\_

【Who pays your tuition fees? 】

Please fill in the details.

### Applicant's income and expenditure information

1) Fill in an estimated amount per month after entering university.

2) If you are scheduled to be granted a scholarship after matriculation, write the scholarship name in the brackets provided. If your husband/wife living in Japan are scheduled to be granted a scholarship, write this too in the same way.

← The gross income and expenditure should be roughly equal.

### Financial aid from your parents

Please write the financial situation of your parents and financial aid from them.  
The financial aid includes the total amount of living expenses and tuition fee.

### The situation of your part-time job

Please write the present situation and plans about your part-time job.

### Scholarship Information

If you have received any scholarship last year, please write the amount per month and the name of organization/scholarship.

If you are scheduled to receive scholarship this year, please write the amount per month and the name of organization/scholarship.

## Checklist of Required Documents for Admission Fee Exemption/Deferment

Student ID		Name	
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\*Please print out/copy the required documents on A4 size paper. Sort the documents into the order given by the numbering below.

\*Missing documents will affect the screening. Check the boxes in the "You" column before submitting your application.

			CHECK	
Applicable person(s)	No	Documents to be submitted / Notes	You	Office
All applicants	1	<b>Checklist of Required Documents (This Form)</b>	<input checked="" type="checkbox"/>	
	2	<b>Application Form for Admission Fee Exemption/Deferment</b>	<input type="checkbox"/>	
	3	<b>Report of Family Finances (Print on both side)</b> *Please print out this form on both side A4 paper. Refer to the example and make sure you have filled in all required fields.	<input type="checkbox"/>	
	4	<b>Academic Advisor Opinion</b> *When you ask your academic advisor to write down his/her opinion, show him/her the "Report of family Finances (should be completed)" and the other required documents.	<input type="checkbox"/>	
	5	<b>Declaration of Income from Part-time Jobs</b> *Give details about your part-time jobs in 2024 and 2025. *If you are working part-time in 2025, this Declaration should be certified by your employer. *Please include any income or financial aid from Shinshu University, such as payment for TA or RA work. *Even if you have no part-time job (or no plans to work part-time), you still need to fill in the necessary information.	<input type="checkbox"/>	
	6	<b>Copy of Health Insurance Card</b> *Your own (i.e.the applicant's) plus those for the people living with you (your spouse or children) in Japan. If you have "My Number Card as your Health Insurance Certificate", click <a href="#">here</a> .	<input type="checkbox"/>	
If you are (scheduled to) receive scholarship(s) in 2025	7	<b>Copy of Scholarship Certificate</b> <b>IMPORTANT</b> *Must show the amount received and the eligibility period specified in the certificate. *You must inform the office immediately if you start receiving a scholarship after submitting your application.	<input type="checkbox"/>	
If you rent a room (Japanese 'apart')	8	<b>Copy of Housing Lease Agreement</b> *Please submit the pages on which the contractor's name and the amount of rent are shown. *Students who live in a Shinshu University Dormitory or International House do not need to submit this document.	<input type="checkbox"/>	

If your husband/wife lives in Japan, submit the following related documents (No.9~No.13).

If your family members live with you in Japan, submit the following related documents (No.9~No.13).

All	9	<b>Copy of Residence Card</b> *Except applicant (You)	<input type="checkbox"/>	
Students (high school students or older) *But if your spouse or siblings are Shinshu Univ students, You DO NOT NEED to submit their certificates.	10	<b>Certificate of Enrollment</b> *Except applicant (You) *Must show the name of the school in which he/she is enrolled as of October 1, 2025. For October 2025 enrollees, submit a certificate of enrollment in October. *If he/she is a vocational school student, visit Shinshu Univ. website to download the "Certificate of Enrollment [Form-INTL04]" .	<input type="checkbox"/>	
Family members receiving a salary	11	<b>Copy of Certificate of Income and Withholding Tax in 2024</b>	<input type="checkbox"/>	
Family members receiving an income other than a salary (e.g., self-employed worker) or salaried employee who has filed a final tax return	12	<b>Copies of the Final Tax Return Declaration Form (P1&amp;2) for FY 2024, or the Municipal/Prefectural Tax Return Declaration Form for FY 2025</b> *Taxable income, such as a dividends, income from real estate and separate taxation (retirement benefit, transfer of asset) must be included.	<input type="checkbox"/>	
Family members who have started a job or changed employment status on/after January 1,2024	13	<b>[Form-INTL03] Certificate of (Expected) Payment</b> If applicable, please visit Shinshu University website to download the "Certificate of (Expected) Payment [Form-INTL03]" .	<input type="checkbox"/>	





\*This form (English Version) is for graduate students who do not understand Japanese.  
\*Please use a BLACK ballpoint pen. Do not use a pencil or an erasable ballpoint pen.

**( For 2025 Enrollees )**  
**Application for Admission Fee Exemption / Defferment**  
**( For Privately Financed International Students )**

**To the President of Shinshu University**

I hereby apply for Tuition Fee ( **Exemption / Defferment** ), because I am unable to pay the Admission Fee due to financial difficulties.

I confirm that the details provided in this form and the "Report of Family Finances" are correct and accurate. If any information provided is found to be false, I accept that my application will be excluded from the screening process and will make no objection to this. And if any false statement is discovered after the application has been approved, I agree to the cancellation of any exemption granted.

Date of Submission:                      YYYY        MM        DD  
   /            /

**Applicant**    Student ID Number: \_\_\_\_\_

Name: \_\_\_\_\_

**Please specify the reason for applying, family budget situation, and your current living situation (To be explained in detail.)**

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**Who provides your Admission fees? (Please describe in detail.)**

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# Report of Family Finances

Please print this "Report of Family Finances" on both side of A4 paper.

<For Privately Financed International Students>

APRIL ENROLLEE: Each document and report must reflect the situation as of **APRIL 1**.

OCTOBER ENROLLEE: Each document and report must reflect the situation as of **OCTOBER 1**.

- Circle the appropriate item in the section indicated by \*. Use a BLACK ballpoint pen.
- Except for this form, please check the attached "List of Required Documents" carefully.

Category	Application for * EXEMPTION / DEFERMENT		Reason *	Financial Hardship / Death of the Academic Expense Supporter / Disaster / Specified Disaster		
↑ Basically, please apply for the reason of "Financial Hardship".						
Student ID		Examinee Number		Previous Student ID	【Graduate】 * Master / Doctor / Professional Degree	
Japanese Kana			Month of Admission		Graduate School of	
Name of Applicant			* April / October		Extended Study Program	
			Age		* Yes / No	
Your Current Address in Japan				Your Campus * Matsumoto / Nagano / Ueda / Ina		
〒				Commuting from * Family Home / Other * Dorm / Rental / Other:		
				Mobile phone:		
Your Parents' Address Country ( )				* Owned house / Rental / Company house / Other: ( )		
〒				Phone number:		
Scholarship Information in 2025	* Received / Not received		Period	Annual Sum	Annual Sum (Unit: Thousand Yen)	
	If received, the name of organization/scholarship.		(From YYYY/MM to YYYY/MM)	(Unit: thousand yen)	Remittance	Part-time Job
			From / to	Thou. yen	Thou. yen	Other Incomes
					Thou. yen	Thou. yen
						Do you have a car in Japan?
						* Yes / No

About your parents								
Relationship	Name	Age	Place of Residence	Current Occupation	Period of Employment	Place of Employment (company name)	Salary Annual Sum (Unit: Thousand Yen)	Income Excepting Salary Annual Sum (Unit: Thousand Yen)
Father			<input type="checkbox"/> Home country <input type="checkbox"/> Japan		for yrs.		* Salary / Pension Thou. Yen	* Sales / Agr&Forestry / Real estate Thou. Yen
Mother			<input type="checkbox"/> Home country <input type="checkbox"/> Japan		for yrs.		* Salary / Pension Thou. Yen	* Sales / Agr&Forestry / Real estate Thou. Yen

About your husband/wife									
Relationship	Name (If Shinshu University Student, write his/her)	Age	Place of Residence	Current Occupation	Period of Employment	Place of Employment (company name)	Salary Annual Sum (Unit: Thousand Yen)	Income Excepting Salary Annual Sum (Unit: Thousand Yen)	
Husband / Wife	(ID No.: )		<input type="checkbox"/> Home country		for yrs.		* Salary / Pension Thou. Yen	* Sales / Agr&Forestry / Real estate Thou. Yen	
			<input type="checkbox"/> Japan						
			<input type="checkbox"/> Living with me	School Name	Enrollment Year	Year/Grade	Classification*	Scholarship received in 2025	
			<input type="checkbox"/> Living apart				National / Public / Private	Scholarship Name (Period)	Annual Sum
							( )	Thou. Yen	

Family Members living with you in Japan *Excluding your parents, husband, wife and friends.								
Family members NOT enrolled as student(s)								
Relationship	Name	Age	Current Occupation	Period of Employment	Place of Employment (company name)	Salary Annual Sum (Unit: Thousand Yen)	Income Excepting Salary Annual Sum (Unit: Thousand Yen)	
				for yrs.		* Salary / Pension / Other Thou. Yen	* Sales / Agr&Forestry / Real estate Thou. Yen	
				for yrs.		* Salary / Pension / Other Thou. Yen	* Sales / Agr&Forestry / Real estate Thou. Yen	
Family members enrolled as student(s)								
Relationship	Name	Age	School Name	Enrollment Year	Year/Grade	Classification*	Scholarship received in 2025	
						National / Public / Private	Scholarship Name (Period)	Annual Sum
							(From / To / )	Thou Yen

OFFICE USE ONLY / 大 学 記 入 欄						
母子・父子世帯	千円	a 総所得額	千円			
障害者・要介護者	( 人 )	b 特別控除額	千円			
	千円	(a-b) 認定総所得額	千円			
災 害	千円	全 免	— 千円			
その他	千円	家計評価額	半 免 — 千円			
独立生計者	無 ・ 該当	免除総合判定				全 ・ 半 ・ 不
生活保護世帯	無 ・ 該当					
世 帯 人 数	人	徴収猶予総合判定		許可 ・ 不許可		
申 請 事 由	死亡・災害( )	入	読			

### Applicant's income and expenditure per month

- 1) Applicant's gross income and expenditure should be roughly equal.
- 2) If you live with your spouse or siblings, fill in the amount for the whole family living together.
- 3) If your parents have paid (inc. electronic withdrawal) your tuition, rent, or mobile phone bills, please include the cost in your expenditure. As for income, write the cost with other financial aid together in the "from family" column.

Income (Monthly Average)		Office use only	Expenditure (Monthly Average)	
Money sent from family	yen		Tuition fee	44,650 yen
Money brought from home country	yen		Books & school supplies	yen
Applicant's part-time job ( )	yen		Rent (inc. common service fee)	yen
TA・RA	yen		Utility charges	yen
Family member's part-time job ( )	yen		Food costs	yen
Applicant's scholarship received in 2025			Travel costs	yen
-->Scholarship name ( )	yen		Phone and Internet charges	yen
Family member's scholarship received in 2025			Insurance & Medical costs	yen
-->Scholarship name ( )	yen		Childcare education costs	yen
Loan from ( )	yen		Savings	yen
Financial support from ( )	yen		Incidental costs	yen
Other ( )	yen		Other ( )	yen
<b>Gross Income</b>	yen		<b>Gross Expenditure</b>	yen

Please fill in the following sections 1 to 5 accurately and describe in detail your living situation

#### 1. Financial aid from your parents (Please write the total amount of living expenses and tuition fee)

\_\_\_\_\_

\_\_\_\_\_

#### 2. Financial aid from persons other than your parents

\_\_\_\_\_

\_\_\_\_\_

#### 3. The situation of your part-time job

\_\_\_\_\_

\_\_\_\_\_

#### 4. Scholarship Information

Last year -- 2024 academic year (\* Not received / Received →Name of scholarship: \_\_\_\_\_ )

YYYY/MM

YYYY/MM

If received, Amount per month: \_\_\_\_\_ yen Period: From \_\_\_\_\_ to \_\_\_\_\_

This year -- 2025 academic year (\* Not received / Received →Name of scholarship: \_\_\_\_\_ )

Note: Please inform the office immediately even if you start receiving a scholarship after the application deadline.

YYYY/MM

YYYY/MM

If received, Amount per month: \_\_\_\_\_ yen Period: From \_\_\_\_\_ to \_\_\_\_\_

#### 5. Your current living situation (Please provide below detailed information about your university life.)

【Who provides your living expenses? How about your current living situation?】

\_\_\_\_\_

\_\_\_\_\_

【Who pays your tuition fees? 】

\_\_\_\_\_

私費外国人留学生用

大学院生用

2025 FORM-INTL 02

この用紙は信州大学 HP からワード版をダウンロードできます。PC 入力しても構いません。  
([https://www.shinshu-u.ac.jp/campus\\_life/studentsupport/scholarship/download.html](https://www.shinshu-u.ac.jp/campus_life/studentsupport/scholarship/download.html))

## 指導教員の意見書/Academic Advisor's Opinion

【申請者 Applicant】学籍番号 Student ID: \_\_\_\_\_ 氏名 Name: \_\_\_\_\_

指導教員と面談のうえ、家計状況や学習状況について記入してもらってください。面談の際には、記入済の家計調書を含む申請書類一式を持参するようにしてください。Please ask your academic advisor to write down his/her opinion after talking with him/her about the situation of your family finances and academic performance. When you talk with your academic advisor, please show him/her the “Report of Family Finances” (should be completed) and the others application documents.

### 1. 学生の経済的な困難度/Financial situation of applicant

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### 2. 学生の生活状況/Living conditions of applicant

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### 3. 学生の勉学状況/Academic performance of applicant

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### 4. その他特筆すべき事項/Any matters worthy of special mention

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【指導教員 Academic Advisor】

記入日 \_\_\_\_\_ 年 \_\_\_\_\_ 月 \_\_\_\_\_ 日

※留学生と連絡を取るために、研究室にご連絡を差し上げることがあります。差し支えなければ内線番号をご記入ください。

学部名 \_\_\_\_\_ 研究科名 \_\_\_\_\_ 内線番号 \_\_\_\_\_

職名 \_\_\_\_\_ 氏 名 \_\_\_\_\_

印

(署名の場合押印不要)

1. Even if you don't (plan to) have a part-time job this academic year (2025), you must submit this form.
2. If you have two or more part-time jobs, please ask each employer to complete this form.
3. Include income from Shinshu University such as payment for Teaching Assistant(TA) or Research Assistant(RA) work.  
(If you are employed as a TA or RA after applying, please inform the office immediately)
4. If you have the Certificates of Income and Withholding Tax in 2024, please submit copies.
5. Fill out the form using a BLACK ballpoint pen. Do not use a pencil or an erasable ballpoint pen.

## Declaration of Income from Part-time Jobs

(For Privately Financed International Students)

To the President of Shinshu University

Student ID number \_\_\_\_\_

Name \_\_\_\_\_

I hereby declare the income from my part-time job(s) as part of my application for admission/tuition fee exemption etc.

**1. Part-time job(s) last year (April 2024 ~ March 2025).** \*Please select (✓) the appropriate checkbox.

- ☐ I didn't have any part-time jobs last year (April 2024 ~ March 2025).
- ☐ I earned income from the following part-time job(s) last year (April 2024 ~ March 2025).

Place of Employment	Description of Part-time job(s)	Period of Employment	Amount of Income
		/ ~ / (YYYY/MM)	YEN
		/ ~ / (YYYY/MM)	YEN

**2. Part-time job(s) this year (April 2025 ~ March 2026).** \*Please select (✓) the appropriate checkbox.

- ☐ I am not planning to have any part-time jobs this academic year.
- ☐ I am planning to have a part-time job this academic year, but I have not found a job yet.
- ☐ I have decided to work/start a part-time job this academic year. ↘

\* Please ask your employer to certify an (expected) amount of payment this year using the form below.

### アルバイト給与支給（見込）証明書 (Expected) Payment Certificate

給与支払責任者 殿

信州大学の入学料免除（徴収猶予）・授業料免除を申請するにあたり、アルバイト収入に関する以下の事項について証明をお願いします。

（当月実績の給与を翌月に支給している場合は、実績月の給与を記入してください。）

就業者氏名			アルバイト内容	
アルバイト開始年月	(西暦) 年 月			
どちらかに記入をしてください。	2025 年 4 月 ~ 2026 年 3 月の給与支給見込額			円
	年 月 ~ 年 月の給与支払額			円
上記のとおり証明します。				
年 月 日				
住 所 _____				
事業所名 _____				
氏 名 _____ 印 _____				

ご不明な点がございましたら下記までお問い合わせください。  
信州大学 学生総合支援センター 授業料免除担当 (TEL 0263-37-2199)