

**Application Procedure Exemptions/Deferred Payment of Tuition Fee for the First Half of AY 2023  
For Students of the College of Arts and Sciences, the Graduate School of Arts and Sciences, the Graduate School of Mathematical Sciences**

**1. Eligibility**

**Those who are students at the College of Arts and Sciences, the Graduate School of Arts and Sciences, or the Graduate School of Mathematical Sciences, (excluding research students and auditing students) as of April 1, 2023, to whom one of the following applies:**

- a) Students who have difficulties in paying tuition due to economic reasons and who are recognized as having outstanding academic capabilities.
- b) Students who are recognized as having extreme difficulties in paying tuition due to the following reason:
  - Damages sustained by students or the persons responsible for the payment of their school expenses caused by wind, flood or other natural disasters.
- c) Students who are recognized as having other unavoidable circumstances.

**2. Application Process**

※ **Students entering the Junior Division of the College of Arts and Sciences: please consult the dates and procedures listed in the Enrolment Procedures Guidelines.**

**【Application Period】**

Students entering in April 2023

(Wed)Feb.15 – The last day of the admission procedure for their affiliated graduate school

\* The deadline for applying for only the tuition fee exemption is April 7.

Current students (Undergraduate/postgraduate students enrolling in the same course as AY2022)

(Wed)Feb.15,2023 – (Fri)Apr.7,2023

**【Details for application method / Down load application form】**

Please download the application forms from the URL below after February 15:

[https://www.u-tokyo.ac.jp/ja/admissions/tuition-fees/h01\\_02.html](https://www.u-tokyo.ac.jp/ja/admissions/tuition-fees/h01_02.html)

**【How to submit】**

We accept applications sent through the post. Please send applications by registered mail “簡易書留郵便” to address below. Application documents must be postmarked by the application deadline and arrive by 2 business days later.

If you wish to submit applications at the counter, we accept application documents submitted by the application deadline.

Scholarship Section, Student Support Division

The University of Tokyo Graduate School and College of Arts and Sciences

3-8-1 Komaba, Meguro, Tokyo 153-8902, JAPAN

(Counter No.7, 1st Floor, Administration Building, Komaba Campus)

Office Hour: Weekdays 10:00-12:30,13:30-16:00

### 3. Selection Results

The result of the selection will be released around the end of July through the UTokyo Academic affairs System (UTAS).

- If the tuition exemption has been granted, either the entire or half of the tuition fee will be waived, depending on the household's financial circumstances.
- If the deferred payment has been granted, this will take the form of a deferral until the end of August, or payment in instalments until September.

### 4. Application of Deferred payment

Once the application of exemption is submitted, the payment of the tuition fee will be deferred until the results are determined (the end of July).

If you need more deferment (until the end of August), please contact us by email.

### 5. Precautions

(1) Undergraduate and graduate students who do not belong to the College of Arts and Sciences, Graduate School of Arts and Sciences, or the Graduate School of Mathematical Sciences must submit their applications to a different office. For more detailed information, please contact the office below.

【Contact】 Tuition Fee Exemption Team, Student Scholarship and Welfare Group, Education and Student Support Department (Student Support Center Mall floor (next to Gotenshita Memorial Arena) at Hongo Campus).  
E-mail : [syougaku.adm@gs.mail.u-tokyo.ac.jp](mailto:syougaku.adm@gs.mail.u-tokyo.ac.jp)

(2) For applicants outside Japan, please ask someone to act as a domestic proxy for the above mailing procedure.

In this case, please also enclose a letter of proxy (form is available on our website.)

(3) Applications submitted after the deadline will not be accepted whatever the reason. Please prepare well in advance and apply as early as possible.

(4) If you want to continue your tuition fee exemption, you must apply each academic year. Please note that the results of the application for AY2022 will not be automatically carried over to AY2023. Those who wish to receive tuition fee exemption for the AY2023 must apply.

#### Contact Information

Scholarship Section, Student Support Division, College of Arts and Sciences  
(Counter No.7, 1st Floor, Administration Building, Komaba Campus)

E-mail: [s-shikin.c@gs.mail.u-tokyo.ac.jp](mailto:s-shikin.c@gs.mail.u-tokyo.ac.jp)

※ When sending an email, make sure to include your student ID number and name in the main message.

---

January 16, 2023

College of Arts and Sciences

Graduate School of Arts and Sciences

Graduate School of Mathematical Sciences