

To International Students Who are Suddenly Facing Financial Difficulties due to the Spread of the Novel Coronavirus and COVID-19

We would like to inform you that an inquiry desk has been set up for students who are suddenly facing financial difficulties caused by the spread of the novel coronavirus and COVID-19, and are finding it difficult to pay their tuition fees in order to continue attending the university. Those of you who have any queries, please use the contact details given below. (Currently only email support is available.)

■ Tuition fee exemption

Following examinations of the expected income based on the sudden change in household income due to the current situation, applications for tuition fee exemption may now be accepted even after the application period has closed.

■ Eligibility (Those who meet the following two requirements are eligible.)

1. Students who work or whose family work [in Japan](#) and are able to prove that their income has decreased and become less than half that of last year's income due to the spread of the novel coronavirus and COVID-19.
2. Students whose “家計評価額” is less than or equal to zero as a result of the calculation based on the University's income standard “家計基準”
※For reference (only in Japanese) → <https://www.u-tokyo.ac.jp/content/400131177.pdf>

■ Required documents

a) Application documents

1. Application form for tuition fee exemption
2. Statement Regarding Part-time Work (家計急変用)
3. Record of Independent Household Finances

Forms may be downloaded from here →

https://webfs.adm.u-tokyo.ac.jp/public/VPX0wA3J5UBA9NEBM1VxMG27tl_waCv0Wm8LqjGbUeEK

b) Other documents

For reference → <https://www.u-tokyo.ac.jp/content/400130495.pdf>

※Some documents are available from the link below (in the section “Other documents”).

https://www.u-tokyo.ac.jp/ja/admissions/tuition-fees/h01_02_03.html

c) Return envelope for the acceptance slip

Once your application has been received, we will issue a receipt and send it to you. Therefore, please provide a self-addressed envelope with a JPY 84 stamp attached (envelope size 120mm x 235mm).

■Application deadline

Postmark valid on Friday, 29 May 2020

■Submission & Contact information

For any queries, please make sure to enter your (1) student ID number and (2) name in the subject line of the email, and please provide us with as much detail as possible of the economic situation in your household after the sudden change in circumstances in the main body.

For submission of application, please send it to the following address **using registered mail**. Applications sent using any other mailing methods will not be accepted for any reason.

- a) 〒113-8654 東京都文京区本郷 7-3-1
東京大学本部奨学厚生課 奨学チーム (学費免除担当)
Please write “学費免除申請書類在中” on the envelope.

Mail: syougaku.adm@gs.mail.u-tokyo.ac.jp

※For students belonging the following College or Graduate Schools, the office in charge will be different. (Please refer to B.)

- (
◦College of Arts and Sciences
◦Graduate School of Arts and Sciences
◦Graduate School of Mathematical Sciences
)



- b) 〒153-8902 東京都目黒区駒場 3-8-1
東京大学教養学部等学生支援課奨学資金チーム
Please write “学費免除申請書類在中” on the envelope.

Mail: s-shikin@adm.c.u-tokyo.ac.jp

※Note

- Please write the information of where you can be contacted on the application form
- If we cannot contact you and cannot resolve incomplete documents, you may be excluded from the selection process.
- If you are abroad, please ask a proxy to handle the mailing procedures. In this case, please enclose a letter of proxy.

Acceptance ONLY through the Post 【Exemption Applications】

To prevent the further spread of the novel coronavirus infection, the University of Tokyo now accepts applications for admission fees and tuition exemptions ONLY sent through the post.
We don't accept the applications at the counter.

When applying by post, please send applications to the address below using registered mail.

【Address】

College of Arts and Sciences Graduate School of Arts and Sciences Graduate School of Mathematical Sciences	Other faculties and graduate schools
〒153-8902 東京都目黒区駒場 3-8-1 教養学部等学生支援課 奨学資金チーム Please write “学費免除申請書類在中” on the envelope.	〒113-8654 東京都文京区本郷 7-3-1 東京大学本部奨学厚生課 奨学チーム(学費免除担当) Please write “学費免除申請書類在中” on the envelope.

Exemptions / Deferred Payment of Admission Fee

• Application documents must be postmarked by the last day of enrollment procedures and arrive by 2 business days later. Please note that applications will not be accepted if late.

●Required documents●

- All application documents (please download and prepare the forms from the University of Tokyo website)
- Copy of admission letter
- Two self-addressed envelopes with a JPY 84 stamp each (envelope size 120mm x 235mm, only addresses in Japan will be accepted)

Once the application forms have been received, we will send you the application acceptance slip

• We will send the receipts you need to submit to the faculty/graduate school directly from our office to the faculty/graduate school.

Exemptions / Deferred Payment of Tuition Fee

• Application documents must be postmarked April 10 or earlier and arrive by April 14 at the latest. Please note that applications will not be accepted if late.

●Required documents●

- All application documents (please download and prepare the form from the University of Tokyo website)
- One self-addressed envelope with a JPY 84 stamp (envelope size 120mm x 235mm, only addresses in Japan will be accepted)

Once the application forms have been received, we will send you the application acceptance slip.

Important points

- As the forms are downloaded, no application envelope, application card or receipt is required. If you have already obtained them, please fill in the necessary information and enclose it with the other documents.
- Please fill in the necessary contact information on the application form.
- If there are inadequacies in your documents and we cannot contact you, you may not be eligible for the selection.
- For applicants outside Japan, please ask someone to act as a domestic proxy for the above mailing procedures. In this case, please also enclose a letter of proxy.

【Contact information】

東京大学 本部 奨学厚生課 奨学チーム
電話: 03-5841-2547、2548
syougaku.adm@gs.mail.u-tokyo.ac.jp