For Tuition exemptions

[Form 8-1]

Form8

Privately-Financed International Student Record

(Submit with [**Form 8-2**] Privately-Financed International Student Record（Supervisor’s comments on the students）)

(Date: DD / MM / YYYY)

For Applicants 本人記入欄

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Faculty / Graduate school | Program | Department / Course | Year of Enrollment | Grade | Student ID No. |  |
| □Faculty of  □Graduate School of | □Bachelor’s  □Master’s  □Doctoral  □Professional |  | Month/Year |  |
| Name |  |

For applicants 本人記入欄

With regard to the annual income, write the estimated amount for this academic year as of the reference date, not the previous academic year. Input the amount of annual income to the “Income of Applicant” section in Step 2: Data submission.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Livelihood Report** | | | | | |
| The cost of average household expenditure **per month** (*Including your family live together in Japan*.) and **Annual income**. | | | | | |
| Income | | | | Expenditure **(Except Tuition Fee)** | |
| Relationship | **Category** | **Annual income** | **Average**  **per month**  (Annual income÷12**)** | **Category** | **Average**  **per month** |
| Applicant  Spouse | Allowance/Savings  ＊Enter this amount to the application form | yen | yen | Housing(including Management Fee) | yen |
|  | Scholarship:  (Title: 　)  (Title: ) | yen | yen | Water/Utility/Communication Cost | yen |
|  | Student loan (Title ) | yen | yen | Food | yen |
|  | TA/RA/OA/RF | yen | yen | Clothing/Daily Necessities | yen |
|  | Tutor | yen | yen | Learning Materials Fee | yen |
|  | Part-time Job(s) | yen | yen | Transportation | yen |
|  | JSPS *or*  Leading program bounty *or*  Support for pioneering Graduate Students | yen | yen | Medical Expenses | yen |
|  | Others( ) | yen | yen | Others ( 　　　　　 　　) | yen |
| Total | | yen | ※  yen | Total | ※  　　　　　　　　　yen |

※ Total amount of "Income" and "Expenditure" should be equal.

If “Expenditures” exceeds “Income”, the difference should be added to “Allowance / Savings” to make them balanced.

Write your income based on the documents which you will submit in Step2.

For scholarship, submit a copy of the certificate for the scholarship you are receiving this year and Report of scholarship [Form 9]. When you are applying for Monbukagakusho Honors Scholarship(学習奨励費), fill in the amount in the scholarship income, then submit Report of scholarship [Form 9]

For TA/RA/OA, submit Working-time Table sheet and Employment Notice. For part-time jobs, submit Pay Certificate [Form 2] or pay slips for the last three months. Please refer to the checklist for more details.

Even if the period of TA/RA/OA or scholarship is only 6 months or less than a year, the actual total amount for the academic year should be divided by 12 months to calculate monthly amount. For example, if the monthly scholarship of 100,000 yen is to be paid for 6 months, the annual income comes to 600,000 yen (100,000 yen x 6 months) and thus the monthly income averages out at 50,000 yen (600,000 should be divided by 12 months, not by 6 months). These amounts should be written in the Form 8 accordingly.

For Tuition exemptions

Form8

[Form 8-2]

Privately-Financed International Student Record

**（Supervisor’s comments on the students）**

指導教員の方へ

・申請者記入の〔様式８－１〕私費外国人留学生調書を確認の上、以下の１～３をご記入ください。

ご記入後、申請者本人に渡してください。

（差し支えなければ、日本語でご記入いただけますと幸いです。）

To applicant’s supervisor

Please read [Form 8-1] ‘Privately-Financed International Student Record’ filled by the applicants carefully and fill in the following 1-3. Then please hand over the form to the applicants.

本人記入欄 For Applicant

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Faculty / Graduate school | Program | Department / Course | Year of Enrollment | Grade | Student ID No. |  |
| □Faculty of  □Graduate School of | □Bachelor’s  □Master’s  □Doctoral  □Professional |  | Month/Year |  |
| Name |  |

教員記入欄 For Supervisor use only

|  |
| --- |
| １．今年度の申請者本人の家計状況について、該当するものに☑をつけてください。  Please check the following box for the financial situation of this academic year that applies to the applicant. |
| TA/RA/OA/RFの採用が決定している/申請中である  The applicant is offered a position of /applying for TA/RA/OA/RF. |
| アルバイトをしている/採用が決定しているアルバイトがある  The applicant currently works part-time or is offered a part-time job. |
| 日本学術振興会の特別研究員である  The applicant is selected as a JSPS research fellow. |
| 奨学金を受給中/申請中である  The applicant receives or is applying for a scholarship. |
| 日本で同居している家族がいる  The applicant lives with family members in Japan. |
| 上記のいずれも該当なし  None of the above apply. |
| ２．その他、特記事項などございましたらご記入いただけますと幸いです。  Please provide additional information if there are any in particular. |
|  |
|  |
| ３．記入日・署名等 Date and signature    西暦　　　　年　　　月　　　日  year month day  （指導教員 Supervisor） 職名／氏名 Job title / Name　　　　　　 　　　　　　　　　　　○ |