System Manual for Registering Your Information in the Osaka University Enrollment and Tuition Fee Online Application System ("Online Application System")

○ This is not the system manual for the "Enrollment Fee/Tuition Fee Exemption Program based on the Financial Support Program for Japanese and Permanent Resident Undergraduates" online application system. For the "Enrollment Fee/Tuition Fee Exemption Program based on the Financial Support Program for Japanese and Permanent Resident Undergraduates" system manual, visit XXX.

○ For matters not specified in these instructions, follow the instructions shown on the screen.(The questions and instructions shown may vary depending on applicant.)

○ Online application registration period is March 9 (Tue.) 2021～April 6 (Tue.) 2021 16：30（00sec）(JST)（Strict deadline）. Even though you are in the middle of registration your information, once deadline passes, the online system will be shut down and you can NOT register anymore. Make sure to complete your registration by the deadline.

○ It may take longer to complete the registration process than expected, as you may have to gather documents, ask your family for necessary information. Therefor, we strongly recommend you start the registration process now.

○ Register your information as of April 1, 2021.

Tuition Fee Exemption Section, Suita Student Center, Osaka University ¹

System Manual
Contents

＜1. Access to the Online Application System＞

Upon accessing the Online Application System at https://cs-web.osaka-u.ac.jp/menjo/ , the following top page appears.

If you are Incoming freshman enrolled in April 2021 or Osaka University student advancing to a higher course within Osaka University in April 2021, click "新入生（2021年4月入学者）/ Incoming freshperson enrolling in April 2021)" .
If you fall under neither of the above two categories, click "在学生/Current Osaka University student".

＜2. Login screen (for incoming freshmen)＞
(If you are currently an Osaka University student, go to p. 6.)

After clicking "新入生（2021年4月入学者）/Incoming freshman," the following screen appears.
Select "New application among other tabs.

新入生(2021年4月入学者)
Incoming freshperson enrolling in April 2021

(2021年3月に大阪大学(大学院)を卒業(修了)し、4月に新課程に入学する方もこちらから)
(Osaka University student advancing to a higher course within Osaka University in April 2021) ∧

新規申請 / New application ∧

メールアドレス/mail adress 必須

パスワード/password 必須

Login

入力した内容の確認および修正 / For those who want to confirm or edit your data ∨

取下申請 / For those who want to withdraw application ∨

修正用パスワードを忘れた方 / For those who have forgotten the password to edit your data ∨

＜2. Login screen (for incoming freshmen)＞

After clicking the "New application," the following screen appears.
Register your frequently used email address in "mail address" and the common password for new students in "passowrd" and login to the system.
Common password for all new students: handai2104
You may be at a disadvantage if you cannot be reached by email. Therefore, input the email address at which you can be contacted without fail.

新入生(2021年4月入学者)
Incoming freshperson enrolling in April 2021

(2021年3月に大阪大学(大学院)を卒業(修了)し、4月に新課程に入学する方もこちらから)
(Osaka University student advancing to a higher course within Osaka University in April 2021)

新規申請 / New application

メールアドレス/mail adress 必須

パスワード/password 必須

Common password is on p.5 of the instructions:
handai2104

Login

入力した内容の確認および修正 / For those who want to confirm or edit your data

取下申請 / For those who want to withdraw application

修正用パスワードを忘れた方 / For those who have forgotten the password to edit your data

＜3. Login screen (for Current Osaka University student)＞

After clicking "在学生/Current Osaka University student," the following screen appears.
Register your Osaka University personal ID and password on the screen that appears and login to the system.

新入生(2021年4月入学者)
Incoming freshperson enrolling in April 2021

(2021年3月に大阪大学(大学院)を卒業(修了)し、4月に新課程に入学する方もこちらから)
(Osaka University student advancing to a higher course within Osaka University in April 2021)

在学生
Current Osaka University student

SSOテスト

Input Osaka University personal ID (e.g. u123456a) and Password.

新規申請 / New application

ユーザー名　Username
パスワード　Password
ログイン

Login

Then click "ログイン".

入力した内容の確認および修正 / For those who want to confirm or edit your data

取下申請 / For those who want to withdraw application

For Incoming freshperson, re-login is shown on p. 3.
For Current Osaka University student, re-log in to the system with your Osaka University personal ID and password.

＜4. Application information>Application type＞

Register your information in "Application information," "Family information" and "Other information."

Fill in all the columns by selecting applicable items and registering required information based on your situation as of April 1, 2021.

＜4. Applicant's information>Application type＞

Select the most applicable item by reading notes carefully

Student type `required`

○ Undergraduate student (Japanese and other students who are eligible to apply for the Higher Education Student Support Program [Note 1])
○ Undergraduate student (international students and Japanese students who are not eligible to apply for the Higher Education Student Support Program [Note 2])
○ Graduate student

Note 1: Those who are eligible to apply for the Higher Education Study Support Program are as follows
(1) Those who have passed the high school equivalency examination (however, no more than five years must have elapsed between the first day of the year in which the examination was taken and the date of passing the examination.
(2) Those who have passed the high school equivalency examination (however, no more than five years must have elapsed between the first day of the year in which they became eligible to take the examination and the day they passed it, except for those who have taken the examination every year even after five years have elapsed). (2) No more than two years have passed since the end of the year following the year in which the applicant was admitted to the university.
(3) Students who will enter the university before the last day of the year following the year in which they reach 20 years of age, in the case of students who will go through the individual admission qualification screening.
(4) In the case of transfer, less than one year has passed from the end of the course of study before admission to the university.

Note 2: Those who are not eligible to apply for the Higher Education Study Support Program are as follows
(1) Those who entered the university more than two years after the end of the year following the year in which they first graduated from high school.
(2) Those who have passed the high school equivalency examination (however, no more than five years must have elapsed between the first day of the year in which you became eligible to take the examination and the day you passed the examination, except in cases where you have taken the examination every year even after five years have elapsed). (2) Students who have been enrolled in the university for more than two years from the end of the year following the year in which they became eligible to take the examination.
(3) Students who have not enrolled by the last day of the year following the year in which they reached 20 years of age, in the case of students who go through the individual admission qualification screening.
(4) In the case of transfer students, those who have been enrolled for more than one year from the end of their previous course of study to the beginning of their studies at the university.
(5) Those who have entered the university through bachelor's admission or bachelor's transfer.

Enrollment fee application type `required`

○ Do not apply   ○ Exemption   ○ Deferred payment   ○ Both(exemption and deferred payment)

for incoming freshmen only

Undergraduate students cannot apply for an enrollment fee exemption unless there are special circumstances such as **the death of the student funder within one year before enrollment** . Please be sure to check the application conditions in the "Application Guidelines".

＜4. Application information>Application type＞

When selecting your application category, refer to the section "Confirmation of application category and household members" on p.4 "Instructions for Application for Exemption or Deferred Payment of the Enrollment Fee and Exemption, Deferred Payment or Payment by Installments of the Tuition Fee in the 2021-2022 Academic Year".

Tuition fee application type **required**

○ Do not apply   ○ Exemption   ○ Deferred payment   ○ Payment by Installments

Do you apply for tuition fee exemption for both the first and second semesters? **required**

○ Yes   ○ No

Application category **required**

○ General student   ○ Self-supporting student   ○ Unsponsored international student

In 150 to 250 words, please describe in detail the family circumstances which led you to apply for the exemption. In particular, if any family member has been employed, retired, or unemployed, please specify the dates of occurrence and the source of current living expenses. For privately financed international students, please specify the reason why you have decided to apply for the exemption even though you proved that you have the ability to pay for your expenses in Japan when you obtained your status of residence or when you renewed your period of stay.

Reasons for application **required**

[text box]

Back   Save

After selecting the kind of application and entering all applicant's information, click the "Save" button.   9

＜ 5. Password to re-login (for incoming freshperson) ＞

Once you complete "Application information" and click "save" button, your email address and password will appear in pop up screen and the top part of "List of necessary information" page. The email address and password will be used when you re-login to the system. Be sure to take a note or screen shot.

Once you complete registering "Application type," the section turned from red ！ to green✓

List of necessary information

Your email address to edit application : osaka@email.com

Your password to edit application : yBHXY6

❶ The password will be required for the next login. Please make a note of it.

Application information

Application type ✓

Family information

Household members are as follows. If you do not fall into one of the following categories, you do not need to register any information.
- The applicant himself/herself (and the applicant's spouse if the applicant is a self-supporting student or unsponsored international student)
- Applicant's father/mother, or the person supporting the household in place of the applicant's father/mother ("Household Supporters")
- Person(s) qualifying as dependent(s) of the Household Supporter or the applicant under the Income Tax Act, regardless of whether or not such person(s) lives with the applicant
- Family members of unsponsored international students who have family members living in Japan

Applicant ❗

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＜ 6. Re-login ＞

For incoming freshperson, click "For those who want to confirm or edit your data" in the blue box. For current Osaka University student, click "For those who want to confirm or edit your data " in the green box.

Re-login for Incoming freshperson, it is same as p.4~p.5. Password is "Your password to edit application" appeared after you completed "Application information."

Re-login for current Osaka University student, it is same as p.6. Re-login with your Osaka University personal ID and its password.

新入生(2021年4月入学者)
Incoming freshperson enrolling in April 2021

(2021年3月に大阪大学(大学院)を卒業(修了)し、4月に新課程に入学する方もこちらから)
(Osaka University student advancing to a higher course within Osaka University in April 2021)

新規申請 / New application

入力した内容の確認および修正 / For those who want to confirm or edit your data

取下申請 / For those who want to withdraw application

修正用パスワードを忘れた方 / For those who have forgotten the password to edit your data

在学生
Current Osaka University student

新規申請 / New application

入力した内容の確認および修正 / For those who want to confirm or edit your data

取下申請 / For those who want to withdraw application

List of necessary information

Your email address to edit application : osaka@email.com

Your password to edit application : yBHXY6

🛈 The password will be required for the next login. Please make a note of it.

Application information

※ For Incoming freshperson
When "Your password to edit application" appeared, please be sure to take a note or screen shot.
If you forget your password, visit "**For those who have forgotten the password to edit your data**" and re-issue it.

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＜7．Family information＞Applicant＞

Fill in all the columns by selecting applicable items and registering required information based on your situation as of April 1, 2021.
If you are an incoming freshperson, register the examinee's number assigned to you when you took the entrance examination.

①Click calendar icon to see calendar
②Click "▼"、"＜"、"＞" to see year and select
your birth year, and then select birth month and day.

＜7．Family information＞Applicant＞

If you have income(even if you are not a salaried employee), click "Add employment" and register your employment information. If you work for multiple companies, register all employment information.
If you are in "General" category and your parents are household supporters in the Income Tax Act, you do not need to register your income of your part time job.

Applicant's contact details ^

Prefecture required   Address required

----▼   [   ]

Phone number (no hyphen)

[   ]

* If you do not have a landline phone, register your mobile phone number.

Laboratory extension number

[   ]

Email address required

hikawa.M@gomail.vom

Email address (confirmation) required

Family contact details ^

* If you are applying as a self-supporting student, please register your parent(s) information below.
   If you do not have a family member, please register the laboratory extension number in the telephone number column.
* If you are applying under the category of unsponsored international student, please complete this form only if you have a family member in Japan.

Name required   Relationship required

[   ]   [   ]

Phone number (no hyphen) required

[   ]

Prefecture required   Address required

----▼   [   ]

Employment (0 items) ^

Add employment   ※Even if you are self-employed, press 'Add employment' and register your information.

【Email address（required）】
・The email address you enter should be valid for at least 6 months
・Suita Student Center will send you emails from **gakusei-sien-en1@office.osaka-u.ac.jp**, register this email address as in contact.
・Sometimes our emails go to Spam folder directly, check your Spam folder periodically.

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＜7．Family information＞Applicant＞

※Input JSPS research fellowship here.
※Monthly amount is 200,000 yen. If you decide to use a part of it as "research advancing expense" calculate only 70% of it.

For Annual Salary, ①if you started working on/before January 1, 2020, "Paid amount" on "Certificate of Income and withholding." If you started working on/after January 2, 2020,② "Total Paid Amount" on Form 6-1 or ③"Expected Annual Wages" on Form 6-2. ④If you work for Osaka University, "(Expected)Annual Wages: Total" on Form 6-3. If you are not a salaried employee, input "0" for annual salary.

For Annual Salary, unit should be 000 yen (K yen) round down on thousand. （Ex.：6,343,800（yen）→6343（K yen）)
Input your employment information and annual salary as 0, if you left your work between January 1, 2020 and March 31, 2021.
If you are planning to leave work after April 1, 2021, input employment information and total paid amount on Form 6-1 .

"Annual Salary"（Refer to p.15）
①Certificate of Income and withholding→"Paid amount"
②Form 6-1→"Total Paid Amount"
③From 6-2→"Expected Annual Wages"
④From 6-3 →"(Expected)Annual Wages: Total"

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＜7．Family information＞Applicant＞

①Certificate of Income and withholding→"Paid amount"

②Form 6-1→"Total Paid Amount（支払い金額合計）

③From 6-2→"Expected Annual Wages"

④From 6-3 →"(Expected)Annual Wages: Total"

＜7. **Family information＞Applicant＞**

Register amount you receive monthly and annually.
For Annual amount, register the amount you receive between April 2021 and March 2022.
"Child support" is a financial support from family members who are not counted as household members. Financial support for an unsponsored International student from his/her parents in home country is not regarded as "child support."

Income

Monthly amount

Monthly amount of child allowance

| Monthly | 0 | ,000 yen 【K yen】 |

Monthly amount of child-rearing allowance

| Monthly | 0 | ,000 yen 【K yen】 |

Monthly amount of child support

| Monthly | 0 | ,000 yen 【K yen】 |

Pereaved family pension

| Annual | 0 | ,000 yen 【K yen】 |

Others (child allowance, public assistance, etc.)

Unemployment allowance

| (Daily amount × Days) | 0 | ,000 yen 【K yen】 |

Public welfare assistance

| Annual | 0 | ,000 yen 【K yen】 |

Child allowance

| Annual | 0 | ,000 yen 【K yen】 |

child-rearing allowance

| Annual | 0 | ,000 yen 【K yen】 |

injury and disease allowance

| Annual | 0 | ,000 yen 【K yen】 |

Other income

| Annual | 0 | ,000 yen 【K yen】 |

Business income

| Annual | 0 | ,000 yen 【K yen】 |

Miscellaneous income

| Annual | 0 | ,000 yen 【K yen】 | * For individual pensions, fill in this miscellaneous income column.

Annual amount of child support

| Annual | 0 | ,000 yen 【K yen】 |

Back   Save

＜8. Family information＞Spouse/Father/Mother＞

Fill in all the columns by selecting applicable items and registering required information based on your situation as of April 1, 2021.
Register all information as you did in "Applicant" section. After you finish selecting "Student" part, click "Save" button.

＜9．Family information＞Additional household members＞

Fill in all the columns by selecting applicable items and registering required information based on your situation as of April 1, 2021.
For "Student" section, if you select "Yes," school related questions will appear.
If you have an elementary school student or older student in your household members, select "Yes." If you have household members before elementary school, select "No."

＜ 10. Scholarship information>Applicant's/Applicants Spouse's Scholarship ＞

If your scholarship/grant is confirmed as of April 1, 2021 , select "Yes", click "Add scholarship", register scholarship information as next page and click "Save".
※ Even if your scholarship is one of scholarships you do not need to submit the certificate listed on "Instruction Q&A", you still need to register the information.
If your scholarship/grant is NOT confirmed as of April 1, 2021, simply select "No" and click "Save".

＜ 10. Scholarship information>Applicant's/Applicants Spouse's Scholarship ＞

Select "Type of scholarship" and register the information.
Depends on your selection, different questions will be shown, register information accordingly.
If there are more than 2 scholarships, complete first scholarship and then click "Add scholarship."

＜11．Other information>Financial information (Unsponsored International Student)＞

Please enter your parents' financial information.

Financial information

Your father's income	Your mother's income
Occupation	**Occupation**
Month of employment	**Month of employment**
📅	📅
Amount in local currency　**Currency (e.g. USD)**	**Amount in local currency**　**Currency (e.g. USD)**
0	0
Japanese Yen in	**Japanese Yen in**
0　,000 yen【K yen】	0　,000 yen【K yen】

※The part below is same as "Self-supporting student" section. Refer to p.20～p.21
After selecting and registering all "Financial information", click "Save" button.

＜12．Other information>Financial information＞

Check financial information on this page.
①All income sources are listed here. Make sure all these numbers are correct. If you need to modify, click "Modify" and modify income.

Scholarship

Receiver	Category	Period	Expected amount in this academic year	Modify
Applicant	Private scholarship (non-refundable) * Plese select this option, if you are a 'Monbukagakusho Honors Scholarship for Privately-Financed International Students.' ABC Scholarship Foundation	April 2019 ~ March 2023	240,000 yen	Modify

Employment

Relationship	Work place	Period	Part-time employee (including associate employees)	Salary	Modify
Applicant	Osaka University	April 2021 ~	Yes	1,000,000 yen	Modify

仕送り・援助金

Relationship	Financial suporter	Annual amount	Modify
Applicant	My father	500,000 yen	Modify

Other income

No other income has been registered. Please register here.

①

＜12．Other information>Financial information＞

②Register Expenses

・Register a monthly amount in thousand yen in each column.

・Specify expenditure items, if any, and the monthly amounts in the "Other expenditure" column.

③Confirmation of Income and expenditure

All information on this page cannot be saved unless Total income ≥ Total expenses. Make sure your income exceeds your expense.

②

③

Expenses

Food Expenses

| Monthly | 0 | ,000 yen 【K yen】 |

Housing (international student residences, lodgings, flats, etc.)

| Monthly | 0 | ,000 yen 【K yen】 |

Utility bills

| Monthly | 0 | ,000 yen 【K yen】 |

School fees (excluding tuition fees) and education fees

| Monthly | 0 | ,000 yen 【K yen】 |

Social insurance costs

| Monthly | 0 | ,000 yen 【K yen】 |

Communication costs (e.g. mobile phone bills)

| Monthly | 0 | ,000 yen 【K yen】 |

Other expenditure items

Others 1 - Name

Others 1 - Amount

| Monthly | 0 | ,000 yen 【K yen】 |

Others 2 - Name

Others 2 - Amount

| Monthly | 0 | ,000 yen 【K yen】 |

Others 3 - Name

Others 3 - Amount

| Monthly | 0 | ,000 yen 【K yen】 |

Revenue and expenditure

Total income must exceed total expense. 【Total income (annual amount) ≥ total expense (annual amount).】

Total income (annual amount) : 1740,000 yen
Total expenses (annual amount) : 0,000 yen

All income and expenses are added up and total amount is shown here

After selecting and entering all "Financial Information", click the "Save" button.

Save

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13. Other information>Household information＞

Household with recipient(s) of long-term medical care
If applicable to any of your household members, select "Yes", click "Add a long-term care patient (person)" button and select relationship and enter number in "自己負担額合計" on Form9 to Medical expenses.

Household information

Part-time job at Osaka University ⌃

Does your family member (including yourself) work at Osaka University? required
- ○Yes
- ○No
  - • This is a required field.

Long-term medical care ⌃

- • As of the time of application (April 1, 2021), those who have been under medical care for 6 months or more or those who are recognized as needing medical care are eligible.
- • For disease, a doctor's certificate (original) issued within the last three months is required.
- • For nursing care services, a copy of the nursing care insurance card is required. (No deduction will be made if not submitted)
- • If you are applying as a privately financed international student, please register only the information for yourself and your family members living in Japan.

Do you want to receive a deducation of long-term medical care? required
- ◉Yes
- ○No

1: Please fill in the items [Delete]

Relationship required	Medical expenses required
---- ①⌄	Annual [ ] ① ,000 yen 【K yen】
• This is a required field.	• This is a required field.

[Add a long-term care patient (person)]

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13. Other information>Household information＞

Handicaps or atomic bomb victim
If applicable to any of your household members, select "yes", click "Add a member with a handicap or an atomic bomb victim" and fill out columns by selecting applicable items and entering required information .

After selecting and confirming all "Household information", click the "Save" button.

14. Confirmation of data entered

List of necessary information

Your email address to edit application : osaka@email.com

Your password to edit application : yBHXY6

🛈 The password will be required for the next login. Please make a note of it.

Application information ⌃

Application type ✅

Family information ⌃

Household members are as follows. If you do not fall into one of the following categories, you do not need to register any information.
- The applicant himself/herself (and the applicant's spouse if the applicant is a self-supporting student or unsponsored international student)
- Applicant's father/mother, or the person supporting the household in place of the applicant's father/mother ("Household Supporters")
- Person(s) qualifying as dependent(s) of the Household Supporter or the applicant under the Income Tax Act, regardless of whether or not such person(s) lives with the applicant
- Family members of unsponsored international students who have family members living in Japan

Applicant (Osaka Dai) ✅

Scholarship information ⌃

Applicant's scholarship information (1 items) ✅

Other information ⌃

Financial information ✅

Household information ✅

[To confirm]

After completing all pages and saving all the data, confirm if all information turns to green✓ from red !

Click "To confirm" button at the bottom of the screen.

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15. Confirmation of application forms

Then application information is displayed.

①Confirm the "1.Confirmation of application status"

②Read carefully "2. Confirmation items" and tick the □.

③Click "Check the Application Form" button to open completed application forms and Checklist. Check these forms to ensure that all information is accurate. Go through all these forms (Form 1-1~2, Form 2, for self-supporting student Form 3, for unsponsored International student Form 4) to check if the information is correct. Check closely especially incomes on Form 3 and 4 with supporting documents ("Certificate of income and withholding tax," "Final tax return declaration form," Form 6-1~3 etc.)
If there is any incorrect information, click green button "←Back" to return to the previous page.

④After checking the application forms, click "Next→" button.

15. Confirmation of application forms（Continued from previous page）

Confirmation of application details

Your email address to edit application : osaka@email.com

Your password to edit application : yBHXY6

ⓘ The password will be required for the next login. Please make a note of it.

Receipt number	Issued after registration is completed
School / Graduate school	文学研究科 / Graduate School of Letters
Grade	Year 1
Applicant's name	Osaka Dai
Applicant's email address	osaka@email.com
Applicant's email addre~	Not entered
Applied semester	Firs
Application semester	Enrolment fee: do not apply Tuition fee: Exemption

ⓘ If you only applied in the first semester, you will need to apply again in the second semester.

Check the application ①

Please use Adobe Reader to display and print the PDF.
In the case of browsers such as Chrome and Firefox, it may be displayed by the built-in PDF viewer, and it may not be printed correctly.

Get ADOBE READER

Please tick the box below to complete your 'Registration'.
Once you have registered, you will not be able to make any further amendments.
Please refer to the submission checklist before registering. ②

☐ I am sure that the documents I am submitting are correct. We have no objection to the exemption being withdrawn in the event of a deliberate misstatement.

← Back   Register ③

① Click "Check the application" button to final-confirm all information printed on forms. Once you click "Register" button, you will NO longer be able to change any information on the system.

② Be sure to read the message that appears above "Register" button and tick the ☐ if you agree with the message before clicking the button.

③ Once you are ready, click the "Register" button.

16. Confirmation after registration/Preparation of application forms

① Upon registration, "Your receipt number xxxx (four-digit number) is displayed."
Keep the receipt number carefully as you will need it to make inquiries and view the application results.
② After reading this message, click the "Check the application" button to print and check the application forms.
・Print each application form on A4 paper. Form 1-1 and 1-2 should be printed in horizontal. Not vertically.
If you cannot print any of the forms properly on A4 paper, save the form in PDF format in an external folder (e.g. your own USB memory) and then print it.
・If you need to correct any of the information, correct the information directly on the printed form using black ink. (Do not use correction tape or whiteout.)
・You must submit the documents marked "Required" in the Application Checklist. Submit application documents (application forms) along with relevant certification documents by sending them by mail to Suita Student Centers or putting them in a postbox installed at each Student Center. Application documents must be submitted to the Student Center by the designated deadline. If you fail to meet the deadline, your application will NOT be accepted under any circumstances for whatever reason.

Online register is complete.

Your receipt number is 1032 ①
Please note your receipt number as you will need it for the results announcement.
(If you apply for the first and second semesters at once, the same application number will be used for the second

At the moment your application is not yet completed. You will then need to submit your documents to the Studer
The application form should be printed in A4 size; if you are unable to print the application form in size A4, please
folder (e.g. a USB memory stick that you manage) and print it out.
The deadline for submitting documents to the Student Centre is 2021/4/8 (Thu) 16:30 (JST). No applications will b
any circumstance.
Even if you have completed the online registration, your application will be invalid if you do not submit your docu

Application Status

Please find below the status of your application. Please make sure to check that your application is correct before
If you want to modify the contents after completing the registration in the exemption application system, please r
handwriting directly with black ink.

Receipt number	1032 Make sure you keep a copy.
Applicant's name	大阪 大学
Application semester	Enrolment fee First and Second semester tuition fees
Application type	Enrolment fee: waived Tuition fee: Exemption

Online registration	Completed	
Submission of application documents	Not Received	Deadline： 2021年4月8日(木) 16:30(00秒) (日本時間) Strict Deadline

✔ Is the system registration status set to 'Registration complete'? / If you have not completed your registration (draft), please complete it before the registration deadline.

✔ Is the status of your application submission 'Received'? / If your application has not been received, please send your documents to the Suita Student Centre by post (by the deadline) or submit them to the post box at the Student Centre by the deadline. (Please note that it may take a few days to confirm receipt. Please submit your documents as soon as possible regardless of the deadline).

✔ After the deadline, we will not be able to accept applications for any reason.

✔ Regarding the tuition exemption, if the applied semester is "only the first semester" and you wish to apply for the second semester, you need to apply again.

✔ For students enrolled in October, if you wish to apply for the next fiscal year and beyond, you need to apply again.

② Check the application

Please use Adobe Reader to display and print the PDF.
In the case of browsers such as Chrome and Firefox, it may be displayed by the built-in PDF viewer, and it may not be printed correctly.

Print and submit the application forms from this button, not from the button on previous pages. Draft forms are NOT acceptable.

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