

Instructions for Entering Your Information in the Enrollment and Tuition Fee Exemption Application System ("Exemption Application System")

- For matters not specified in these instructions, follow the instructions shown on the screen regarding selecting applicable options and entering required information.
(The questions and instructions shown may vary depending on the kind of application you choose.)
- It may take longer to complete the registration process than expected, as you may have to ask your family for information necessary for registration or for other reasons. You should therefore start the registration process as early as possible.

Exemption Application System

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1. Accessing the Exemption Application System

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

Click “平成29年4月入学者 / in-coming freshman (who will enroll in Osaka University in April 2017)” if you are:

- (1) A freshman enrolled in Osaka University in April 2017; or
- (2) An Osaka University student advancing to a higher course within Osaka University in April 2017.
- (3) Click “在学生/Person enrolled in Osaka University” if you fall under neither of the above two categories.

入学料免除等申請・授業料免除等申請システム(免除申請システム)
The Enrollment and Tuition Fee Exemption Application System

平成29年4月入学者
in-coming freshman (who will enroll in Osaka University in April 2017)

平成29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
An Osaka University student advancing to a higher course within Osaka University in April 2017

(1) (2)

在学生
The person who enrolled in Osaka University

(3)

申請者の皆さんへ / Notice to applicants:

授業料免除等申請システムの入力は、4月4日(火) 16:30までとなっております。

申請者は必ず、この時間までに登録を完了(受付番号の発行)してください。

また、受付番号の記載のない申請書は受理されませんので、ご注意ください。

Please register your information in the Exemption Application System by 16:30 on April 4 (Tue.), 2017.

Even if you are in the process of filling in the form on the Exemption Application System, your application cannot be accepted after the deadline is over.

Therefore, be sure to enter all necessary information by the deadline and have your receipt number issued.

It should be also noted that application forms without a receipt number cannot be accepted.

2. Selection of the kind of application/Re-login screen (for in-coming freshmen) (If you are a student already enrolled in Osaka University, go to p. 6.)

After clicking “新入生/in-coming freshman,” the following screen appears.

Select the kind of application on the “申請の種類/Kind of application” panel.

入学料免除等申請・授業料免除等申請システム (免除申請システム)
The Enrollment and Tuition Fee Exemption Application System

[トップページへ / Top page](#)

平成29年4月入学者
in-coming freshman (who will enroll in Osaka University in April 2017)

申請の種類 / Kind of application

- 入学料免除 (収納猶予)
Enrollment Fee Exemption and/or Deferred Payment
- 入学料免除 (収納猶予) + 授業料免除等 (前期 (4~9月) のみの申請)
Enrollment Fee Exemption and/or Deferred Payment plus Tuition Fee Exemption, Deferred Payment or Payment by Installments (for the first semester only)
- 入学料免除 (収納猶予) + 授業料免除等 (前期 (4~9月) および後期 (10~3月) を一括で申請)
Enrollment Fee Exemption and/or Deferred Payment plus Tuition Fee Exemption, Deferred Payment or Payment by Installments (for both the first and second semesters)
- 授業料免除等 (前期 (4~9月) のみの申請)
Tuition Fee Exemption, Deferred Payment or Payment by Installments (for the first semester only)
- 授業料免除等 (前期 (4~9月) および後期 (10~3月) を一括で申請)
Tuition Fee Exemption, Deferred Payment or Payment by Installments (for both the first and second semesters)

◆ 授業料免除等について、後期 (10~3月) 分も希望する場合は、原則として前期 (4~9月) および後期 (10~3月) を一括で申請してください。

If you plan to apply for Tuition Fee Exemption, Deferred Payment or Payment by Installments for both the first and second semesters, in principle you must file an application for both semesters at the same time.

◆ 前期 (4~9月) および後期 (10~3月) を一括で申請した場合でも、判定は各期ごとで行います。

Even if you file an application for both semesters at the same time, your application will be considered separately for each semester.

[入力した項目の修正はこちらから / For those who want to edit your data](#)

Selection of the kind of application/Re-login screen (for in-coming freshmen) (continued from previous page)

After selecting the kind of application, the following screen appears.

Enter the common password for all new students and the email address you usually use in the respective fields **correctly** and log in to the system.

Common password for all new students: handai1704

You may be at a disadvantage if you cannot be reached by email. Therefore, be sure to enter the email address at which you can be contacted without fail.

(Example)

When you select “Enrollment Fee Exemption and/or Deferred Payment plus Tuition Fee Exemption, Deferred Payment or Payment by Installments (for both the first and second semesters),” the following screen appears.

The screenshot shows the login interface of the 'The Enrollment and Tuition Fee Exemption Application System'. At the top, it identifies the user as an 'in-coming freshman (who will enroll in Osaka University in April 2017)'. The main section, titled '申請の種類 / Kind of application', lists the selected application type: '入学料免除(収納猶予)+授業料免除等(前期(4~9月)および後期(10~3月)を一括で申請)' and its English equivalent. Below this, it provides instructions in both Japanese and English regarding the application process for both semesters. The login fields include 'パスワード / Password' and 'メールアドレス' (Email Address), both with input boxes. A 'ログイン / login' button is located at the bottom of this section. A second, identical login section is visible at the bottom of the page, intended for users who want to edit their data.

入学料免除等申請・授業料免除等申請システム(免除申請システム)
The Enrollment and Tuition Fee Exemption Application System

トップページへ / Top page

平成29年4月入学者
in-coming freshman (who will enroll in Osaka University in April 2017)

申請の種類 / Kind of application

- 入学料免除(収納猶予)+授業料免除等(前期(4~9月)および後期(10~3月)を一括で申請)
Enrollment Fee Exemption and/or Deferred Payment plus Tuition Fee Exemption, Deferred Payment or Payment by Installments (for both the first and second semesters)

◆ 授業料免除等について、後期(10~3月)分も希望する場合は、原則として前期(4~9月)および後期(10~3月)を一括で申請してください。
If you plan to apply for Tuition Fee Exemption, Deferred Payment or Payment by Installments for both the first and second semesters, in principle you must file an application for both semesters at the same time.

◆ 前期(4~9月)および後期(10~3月)を一括で申請した場合でも、判定は各期ごとで行います。
Even if you file an application for both semesters at the same time, your application will be considered separately for each semester.

パスワード / Password

メールアドレス

ログイン / login

入力した項目の修正はこちらから/For those who want to edit your data

修正用パスワード / Password to update data

最初にログインしたときに画面に表示されたパスワードのことで
The password displayed by a screen when you logged in first.

メールアドレス

ログイン / login

3. Selection of the kind of application/Re-login screen (for persons enrolled in Osaka University)

After clicking “在學生/Person enrolled in Osaka University,” the following screen appears.
Select the kind of application on the “申請の種類/Kind of application” panel.

入学料免除等申請・授業料免除等申請システム (免除申請システム)
The Enrollment and Tuition Fee Exemption Application System

[トップページへ / Toppage](#)

在學生
The person who enrolled in Osaka university

申請の種類 / Kind of application

- 授業料免除等(前期(4~9月)のみの申請) / First semester Tuition Fee Exemption, etc.
- 授業料免除等(前期(4~9月)および後期(10~3月)を一括で申請) / First semester and Second semester Tuition Fee Exemption, etc.
- 取下げ申請 / Withdrawal of application for Tuition Fee Exemption, etc.

◆後期(10~3月)分の授業料免除等も希望する場合は、原則として前期(4~9月)および後期(10~3月)を一括で申請してください。
If you plan to apply for Tuition Fee Exemption or Payment by Installments for both the first and second semesters, in principle you must file an application for both semesters at the same time.

◆前期(4~9月)および後期(10~3月)を一括で申請した場合でも、判定は各期ごとで行います。
Even if you file an application for both semesters at the same time, your application will be considered separately for each semester.

申請者の皆さんへ / Notice to applicants:

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申請者は必ず、この時間までに登録を完了(受付番号の発行)してください。
また、受付番号の記載のない申請書は受理されませんので、ご注意ください。
Please register your information in the Exemption Application System by 16:30 on April 4 (Tue.), 2017.
Even if you are in the process of filling in the form on the Exemption Application System, your application cannot be accepted after the deadline is over.
Therefore, be sure to enter all necessary information by the deadline and have your receipt number issued.
It should be also noted that application forms without a receipt number cannot be accepted.

◆ Enter your Osaka University personal ID and password on the screen that appears and log in to the system.

◆ The re-login screen for persons enrolled in Osaka University is as shown on p. 3.
You can re-log in to the system with your Osaka University personal ID and password.

4. Kind of application/Applicant's information

Kind of application

(1) Select the kind of application.

Applicant's information

Fill in all the fields by selecting applicable items and entering required information to reflect your situation as of April 1, 2017.

(2) When selecting your application category, refer to the section “Confirmation of application category and household members” in “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 2017-2018 Academic Year.”

(3) **If you are an in-coming freshman**, enter the examinee's number assigned to you when you took the entrance examination for enrollment.

入学料免除等申請・授業料免除等申請システム (免除申請システム)
The Enrollment and Tuition Fee Exemption Application System

申請の種類

入学料 / Enrollment Fee

☐ 併願 / Both (exemption and deferred payment) ☐ 免除申請 / Exemption ☐ 収納猶予申請 / Deferred payment

結果が半額免除・不許可の場合、併せて入学料収納猶予を申請するか / In the case of partial fee exemption or fee exemption refusal, will the applicant apply for deferred payment of the enrollment fee?

☐ はい / Yes ☐ いいえ / No

授業料 / Tuition Fee

☐ 免除申請 / Exemption ☐ 収納猶予申請 / Deferred payment ☐ 分納申請 / Payment by Installments

(1)

申請者情報

区分 ☐ 一般 ☐ 独立生計者 ☐ 私費外国人留学生 / Un-sponsored International Students

独立生計者は原則として入学料の免除が認められます。
◆以下の独立生計者の認定条件を満足し、以下のすべての条件を満たし、それを証明できる書類の提出が可能な場合のみ、独立生計者として申請できます。
・本人(または配偶者)の父母等と別居している
・本人(または配偶者)に収入があり、その収入に基づいて所得申告がなされ、所得証明書が発行される
・所得税法上、父母等の扶養家族でない

受験番号 / Examinee's number

課程 / Program
☐ 学部 / Undergraduate Program ☐ 博士前期課程・修士課程 / Master's Program
☐ 5年一貫制課程 / 5 year Ph.D. program

所属 / Department

学年 / Grade

氏名 / Name 姓 / Family Name 名 / First Name

フリガナ / Katakana of your name セイメイ
カナで入力してください(留学生は可能であれば) / Please input in katakana. (international student: input if possible.)

年齢 / Age

生年月日 / Date of Birth

性別 / Gender ☐ 男性 / Male ☐ 女性 / Female

通学区分 / School commute classification / School attendance classification
独立生計者及び私費外国人留学生は特別な理由がない限り「自宅」となります / Unless otherwise specified, unsponsored international students should mark One's home as place of residence.

☐ 自宅 / One's home ☐ 自宅外 / Other than one's home

先に進む / Next

Applicant's information (Continued from previous page)

(4) If you are enrolled in Osaka University Law School, select “Master’s Course.”

Be sure to fill in all the fields by selecting applicable items and entering required information.

申請者情報 / Applicant's Information	
区分 / Application Category	☐ 一般 / General students ☐ 独立生計者 / Self-supporting students ☐ 私費外国人留学生 / Un-sponsored International Students
受験番号 / Examinee's number	
課程 / Program	☐ 学部 / Undergraduate Program ☐ 博士前期課程・修士課程/法科大学院の課程 / Master Course ☐ 博士後期・博士課程 / Doctor Course
	☐ 5年一貫制課程 / 5 year Ph.D. program
所属 / Department	----
学年 / Grade	1 年
氏名 / Name	姓 / Family Name: 名 / First Name:
フリガナ / Katakana of your name	セイ: メイ: カナで入力してください(留学生は可能であれば) / Please input in katakana. (International student: Input if possible.)
年齢 / Age	20 歳
生年月日 / Date of Birth	
性別 / Gender	☐ 男性 / Male ☐ 女性 / Female
通学区分 / School commute classification / School attendance classification	
独立生計者及び私費外国人留学生は特別な理由がない限り「自宅」となります / Unless otherwise specified, unsponsored international students should mark One's home as place of residence	
☒ 自宅 / One's home ☐ 自宅外 / Other than one's home	
先に進む/Next	

(4)

After selecting the kind of application and entering all applicant's information, click the “Next” button.

5. Reason for application and source of living expenses/Contact information of the applicant/Contact information of the applicant's family member(s)

Reason for application and source of living expenses

Contact information of the applicant

- Be sure to enter either your telephone number or mobile phone number.
- Enter the extension number of your department, if known.

(Notes on entering your email address)

- Enter the address you usually use.
- Re-enter the address in “メールアドレス(確認)／ E-mail (Confirmation)”.

申請理由及び生活費の出所 / Reason for application and source of living expenses

免除を申請するに至った家庭事情を150字から250字以内で、具体的に記入してください。特に、家族の就職・退職・失業等がある場合は、その発生年月や現在の生活費の出所を明記してください。 / Please write in detail the household circumstances which have led to the application for fee exemption.

残り全角250文字 残り半角500文字

現在の生活費の出所 / Current source of living expenses

日本に住んでいる家族がいるか / Applicant has family living in Japan ☐ 有 / Yes ☐ 無 / No

申請者連絡先 / the contact information of applicant

都道府県 / Prefectures

現住所 / Address

電話番号(ハイフン不要) / Phone number (no hyphen) ※固定電話がない場合は携帯電話の番号を入力してください。 / If a landline telephone number cannot be provided, please enter a mobile telephone number

携帯電話番号 / Mobile telephone number (no hyphen) ※携帯電話がない場合は固定電話の番号を入力してください。 / If a mobile telephone number cannot be provided, please enter a landline telephone number

研究室内線番号 / Department extension number

メールアドレス(必須) / Email(necessary)
こちらからの連絡メールの送付先となります。メールの不着は申請者の不利益となりますので、必ず連絡がつくアドレスを入力してください。
/ Osaka University will send email to this address.
You may be at a disadvantage if you cannot be reached by email, so be sure to enter an email address at which the University can reach you.

メールアドレス(確認) / Email(confirmation)

メールアドレス2 / Email2

メールアドレス2(確認) / Email2(confirmation)

Reason for application and source of living expenses/Contact information of the applicant/Contact information of the applicant's family member(s) (Continued from previous page)

Contact information of the applicant's family member(s)

If you are a self-supporting student and have no family members who can be contacted by the university due to unavoidable circumstances, then enter the contact information of your department (e.g. extension number) instead.

家族連絡先 / the contact information of applicant's family	
私費外国人留学生は、日本に家族がいる場合のみ記入のこと / Only fill out this section if the applicant has family living in Japan	
都道府県 / Prefectures	
現住所 / Address	
氏名 / Name	
続柄 / Relation	
電話番号 / Telephone or cellular number	
申請者世帯情報	
本人を含む世帯のどなたかに該当者がいる場合、「有」にチェックしてください。	
雇用保険の失業給付金受給の有無 / Recipient of unemployment allowance	☒ 有 / Yes ☒ 無 / No ☐ 配偶者
年金(遺族年金以外)受給者 / Corresponding person	☒ 有 / Yes ☒ 無 / No ☐ 本人 ☐ 配偶者
遺族年金受給者 / Corresponding person	☒ 有 / Yes ☒ 無 / No ☐ 本人
児童手当受給者 / Corresponding person	☒ 有 / Yes ☒ 無 / No ☐ 本人 ☐ 配偶者
児童手当月額合計 / Monthly amount of child allowance	円
児童扶養手当受給者 / Corresponding person	☒ 有 / Yes ☒ 無 / No ☐ 本人 ☐ 配偶者
児童扶養手当月額合計 / Monthly amount of child-rearing allowance	円
養育費受給者 / Corresponding person	☒ 有 / Yes ☒ 無 / No ☐ 本人
養育費月額合計 / Monthly amount of child support	円
戻る/Back <input checked="" type="button" value="先に進む/Next"/>	

After entering “Reason for application and source of living expenses/Contact information of the applicant/Contact information of the applicant's family member(s),” click the “Next” button.

6. Checklist for required documents

Specify the situation of each of your household members by selecting “yes” or “no” to confirm your required documents.

必要書類チェック / Checklist for Required Documents	
標準の修業年限を超過している / Applicant is to remain in the course beyond the minimum period of study.	
☐ はい / Yes	☒ いいえ / No
申請者本人が日本学術振興会特別研究員である / Applicant is a JSPS Research Fellowship for Young Scientists recipient	
☐ はい / Yes	☒ いいえ / No
配偶者が日本学術振興会特別研究員である / Spouse of applicant is a JSPS Research Fellowship for Young Scientists recipient	
☐ はい / Yes	☒ いいえ / No
申請者本人がリーディングプログラム奨励金を受給している / Applicant is a recipient of a Leading Program grant	
☐ はい / Yes	☒ いいえ / No
配偶者がリーディングプログラム奨励金を受給している / Spouse of applicant is a recipient of a Leading Program grant	
☐ はい / Yes	☒ いいえ / No
本人又は日本に住む家族(就学者を除く)のどなたかが大阪大学でアルバイト等をしている / Applicant or family member living in Japan (excluding students) has part-time employment working at Osaka University	
☐ はい / Yes	☒ いいえ / No
本人又は日本に住む家族(就学者を除く)が平成27年1月1日以降に退職した勤務先がある / On or after January 1, 2015, applicant or family member living in Japan (excluding students) has retired from a place of employment	
☐ はい / Yes	☒ いいえ / No
本人又は日本に住む家族(就学者を除く)が平成27年1月2日以降に(再)就職、転職した / On or after January 2, 2015, applicant or family member living in Japan (excluding students) entered employment or changed jobs	
☐ はい / Yes	☒ いいえ / No
日本に住んでいる家族がいる(父母、配偶者、兄弟) / Applicant has family living in Japan (parents, spouse, siblings)	
☐ はい / Yes	☒ いいえ / No
家族に就学者がいる / The applicant has a household member(s) who is a student.	
☐ はい / Yes	☒ いいえ / No
戻る/Back	先に進む/Next

After specifying the situations of all the household members, click the “Next” button.

7. Financial aid

If you receive any financial aid, report the type of such financial aid by selecting applicable items and entering required information.
(You should report all financial aid including that for which certifying documents need not be submitted.)

***You do not have to report financial aid if you have applied but do not yet know whether it will be granted.**

(1) First, specify whether you are a recipient of financial aid or not, and select the financial aid you receive. Then select applicable options and enter required information.

(2) “Grant-type financial aid” and “loan-type financial aid” refer to financial aid other than the JASSO financial aid (Type I and Type II). Select the applicable financial aid and enter required information without confusing grants and loans.

**If you are a recipient of grant-type financial aid (repayment is not required),
select “Scholarship which do not have to be repaid 1, 2” and fill in the form.**

**If you are a recipient of loan-type financial aid (repayment is required),
select “Loan-type scholarship 1, 2” and fill in the form.**

奨学金受給の有無 / Financial aid

今年度(平成29年4月～平成30年3月) / Current academic year (April 2017 to March 2018) 現在の状況

「予約採用候補者」、「申請中」など受給が決定していない奨学金については、受給がないものとしてください。

You do not have to report financial aid if you have applied but do not yet know whether it will be granted

奨学金を受給している / Receiving scholarship/grant: ☐ はい / Yes ☒ いいえ / No

給付型奨学金 / Scholarship which do not have to be repaid1(クリックで開く) / Click here to open the form.)

受給者 / Corresponding person:

奨学金団体名 / Scholarship Name:

受給開始(予定)時期 / Starting date:

受給終了(予定)時期 / finishing date:

受給月額 / Monthly amount: 千円(月額) / thousand yen/month

今年度受給(予定)年額 / Yearly amount: 千円(年額) / thousand yen/year

入学科・授業料が含まれているか / Are enrollment/tuition fees included?:

変更の内容 / Contents of change: 平成29年度中に変更がある場合のみ入力すること / Input when scholarship amount is expected to change during current academic year (April 2017 to March 2018)

変更開始時期 / Start date of change:

変更後受給月額 / Monthly amount after change: 千円(月額) / thousand yen/month

変更後受給年額 / Yearly amount after change: 千円(年額) / thousand yen/year

給付型奨学金 / Scholarship which do not have to be repaid2(クリックで開く) / Click here to open the form.)

貸与型奨学金 / Loan-type scholarship1(クリックで開く) / Click here to open the form.)

貸与型奨学金 / Loan-type scholarship2(クリックで開く) / Click here to open the form.)

戻る/Back 先に進む/Next

(2)

After entering information on your financial aid, click the “Next” button.

8. Password to edit your data (issued to in-coming freshmen only)/Saving as draft

After you complete the registration process up to the stage of “Financial aid,” the following screen appears.

- If you are an in-coming freshman, a password to edit your data (consisting of six letters) will be issued to you.
- If you want to save the forms you have completed so far, click the “Save as draft” button.

If you quit the process at this stage without clicking the “Save as draft” button, the information you have entered will be lost, and, if you are an in-coming freshman, the password to edit your data issued to you will become invalid.

- Refer to the next page for instructions for the second and subsequent login after saving the data as a draft.

The screenshot shows a web application form with the following sections:

- 登録料 / Tuition Fee** 免除申請 / Exemption
- 申請者氏名 / Name** osaka osaka
- 申請者メールアドレス**
- 密証用パスワード / Password to update data** (highlighted with a red box)
- 申請者の方へ** (Message to the applicant)
- 申請情報** (Application Information)
- 必要書類チェック / Checklist for Required Documents** (入力済・修正 / Edit)
- 奨学金状況調書 / Scholarship details** (入力済・修正 / Edit)
- 家族情報 / Family Information** (入力済・修正 / Edit)
- 特別控除 / Special deduction** (入力済・修正 / Edit)
- 私費外国人留学生の家計状況申告書 / Form4**
- 下書き保存 / Save as draft** (highlighted with a red box)

The 'Password to update data' field is highlighted with a red box. Below it, a message states: "パスワードを安全に保管してください。次回このシステムを利用する際にパスワードを入力する必要があります。" (Please keep your password safe. You will be required to enter password to access this system next time.)

The '家族情報 / Family Information' section contains the following text: "世帯の構成員は以下のとおりです。 / The following persons are counted as the applicant's household members.これらに該当しない方の情報は入力する必要はありません。 / There is no need to enter information for other persons." It lists the following categories: "申請者本人 (独立生計者・私費外国人留学生の場合は配偶者を含む) / Applicant (and the applicant's spouse if the applicant is a self-supporting student or unsponsored international student)", "父および母、または父および母に代わって家計を支えている者 (家計支持者という) / Applicant's father/mother or the person who is supporting the household in place of the applicant's father/mother ('Household Supporter')", "同居・別居を問わず、家計支持者または申請者の扶養下にある者 / Person(s) qualifying as dependent(s) of the Household Supporter or the applicant, regardless of whether or not such person(s) lives with the applicant", and "私費外国人留学生は、日本にいる家族についての入力してください。 / Only fill out this section if the applicant has family living in Japan." Below this, a list of household members is shown: "（入力必須）本人 / Applicant", "本人の配偶者 / Applicant's spouse", "父 / Father 不在の場合はこちら /", "母 / Mother 不在の場合はこちら /", and "追加（兄弟姉妹、祖父母、子供等）について入力してください / Other person (Child etc.)" (highlighted with a red box).

The '特別控除 / Special deduction' section contains the text: "私費外国人留学生は、本人及び日本に住む家族についての関係する項目です / Items apply only to applicant or family living in Japan".

The '下書き保存 / Save as draft' button is highlighted with a red box.

**To in-coming freshmen:
When the password to edit your data is shown on the screen, copy or write it down so that you will not forget it; the password cannot be reissued.**

Enter information of each of your household members individually.

Instructions for entering “Household information (individual situation),” “Special deduction,” “Self-supporting student’s income statement,” and “Unsponsored international student’s income statement” are given on p. 15 and after.

9. The second and subsequent login

If you are an in-coming freshman:

Log in to the system from the “Selection of the kind of application/Re-login” page.

- (1) Enter your password to edit your data and the email address you previously entered in the “For those who want to edit your data” window.
- (2) If you have forgotten your password to edit your data, log in to the system from the “For those who have forgotten the password to edit your data” window and follow the procedures indicated in the email that will be sent to you.

入力した項目の修正はこちらから/For those who want to edit your data 修正用パスワード 最初にログインしたときに画面に表示されたパスワードのことです The password displayed by a screen when you logged in first. メールアドレス ログイン / login	(1)
取り下げ申請はこちらから/For those who want to withdraw application 修正用パスワード 最初にログインしたときに画面に表示されたパスワードのことです The password displayed by a screen when you logged in first. メールアドレス ログイン / login	
修正用パスワードを忘れた方はこちらから For those who have forgotten the password to edit your data 募集要項に記載の新入生用共通のパスワードと、最初にログインしたときのメールアドレスを入力してください。 Please input password for all new students which is indicated in "Instructions for Application" and email address you used at first login. メールが届きます。 An automatic mail will be delivered. パスワード / Password メールアドレス 送信 / send	(2)

If you are a student already enrolled in Osaka University:

Log in to the system using your Osaka University personal ID and password as you did when you first logged in.

10. Household information

Click “Household members” in the “Application information” window and enter information of each of your household members.

申請情報
申請の種類と申請者情報 / Kind of the application and Applicant Information (入力済 / 修正 / Edit)

申請理由及び生活費の出所申請者・家族の連絡先申請者世帯情報 / Reason for application and source of living expenses・Contact information of the applicant・Contact information of the applicant's family member(s) / Information on the applicant's household member(s) (入力済 / 修正 / Edit)

必要書類チェック / Checklist for Required Documents (入力済 / 修正 / Edit)

奨学金状況調査 / Scholarship details (入力済 / 修正 / Edit)

家族情報 / Family Information

世帯の構成は以下のとおりです。 / The following persons are counted as the applicant's household members. 必要に応じて記入しない方の情報は入力する必要はありません。 / There is no need to enter information for other persons.

- 申請者本人 (独立生活費・私費外国人留学生在の場合は配偶者を含む) / Applicant (and the applicant's spouse if the applicant is a self-supporting student or unsponsored international student)
- お父様・お母様、またはお父様よりお母様を養育している者 (お父様お母様はいずれ) / Applicant's father/mother or the person who is supporting the household in place of the applicant's father/mother ("Household Supporter")
- 同居・別居を問わず、家計を扶養または申請者の扶養下にある者 / Person(s) qualifying as dependent(s) of the Household Supporter or the applicant, regardless of whether or not such person(s) lives with the applicant
- 私費外国人留学生在は、日本にいる家族についてのみ入力してください。 / Only fill out this section if the applicant has family living in Japan

- (入力必須) 本人 / Applicant
- 本人の配偶者 / Applicant's spouse
- 父 / Father (不在の場合はこあら /)
- 母 / Mother (不在の場合はこあら /)
- 追加 (兄弟姉妹、祖父母、子供等について入力してください) / Other person (Child etc.)

特別控除 / Special deduction
私費外国人留学生在は、本人及び日本に住む家族についてのみ関係する項目です。 / Items apply only to applicant or family living in Japan

私費外国人留学生在の家計状況申告書 / Form

下書き保存 / Save as draft

Enter information of each of your household members individually.



入学料免除等申請・授業料免除等申請システム (免除申請システム)
The Enrollment and Tuition Fee Exemption Application System

家族情報 / Family Information

続柄 / Relation 本人の配偶者 / Applicant's spouse

氏名 / Name 姓 / Family Name : 名 :
フリガナ / Katakana of your name セイ : メイ :

年齢 / Age : 歳
生年月日 / Date of Birth :
職業 / Occupation : 職業

勤務先1 / Place of work

勤務先 : ☐ 日本学術振興会特別研究員である ☐ 博士課程リーディングプログラム奨励金を受給している

就職年月 / Date of Employment :
退職年月 / Date of Retirement :
給与年額 / Annual Amount of Salary : 千円 / Unit: 1,000yen

勤務先2 / Place of work (4月1日時点で複数の勤務先: アルバイト 先等あれば記入 / Specify if you work for more than one employer, whether full or part time, as of April 1)

勤務先 :
就職年月 / Date of Employment :
退職年月 / Date of Retirement :
給与年額 / Annual Amount of Salary : 千円 / Unit: 1,000yen

勤務先3 / Place of work (4月1日時点で複数の勤務先: アルバイト 先等あれば記入 / Specify if you work for more than one employer, whether full or part time, as of April 1)

勤務先 :
就職年月 / Date of Employment :

Household information (Continued from previous page)

(1) Household information

(“Occupation”)

Elementary school pupil and older student → Select “就学者(小学生以上)/Student (elementary school pupil and older)” and fill in the “School attendance” window (see p. 18).

Preschool child → Select “無給(年金受給者除く)/Unemployed (excluding pension recipient).”

(2) Place of work

- Enter the name of the company or other employer in the “Place of work” field.
- If you have a household member(s) who is a recipient of the JSPS Research Fellowship for Young Scientists or a scholarship from the Program for Leading Graduate Schools, check the applicable box.
- In the “Annual Amount of Salary” field, round the amount down to the nearest thousand and show it in thousand yen. (Example: 6,343,800 yen → 6343)
- Enter the information on the place of work which your household member left on or after January 1, 2016 and leave the “Annual Amount of Salary” field blank.

家族情報 / Family Information	
続柄 / Relation	本人の配偶者 / Applicant's spouse
氏名 / Name	姓 / Family Name: 名:
フリガナ / Katakana of your name	セイ: メイ:
年齢 / Age	歳
生年月日 / Date of Birth	
職業 / Occupation	

(1)

勤務先1 / Place of work	
勤務先	☐ 日本学術振興会特別研究員である ☐ 博士課程リーディングプログラム奨励金を受給している
就職年月 / Date of Employment	
退職年月 / Date of Retirement	
給与年額 / Annual Amount of Salary	千円 / Unit: 1,000yen

(2)

勤務先2 / Place of work (4月1日時点で複数の勤務先・アルバイト先等あれば記入 / Specify if you work for more than one employer, whether full or part-time, as of April 1.)	
勤務先	
就職年月 / Date of Employment	
退職年月 / Date of Retirement	
給与年額 / Annual Amount of Salary	千円 / Unit: 1,000yen

Household information (Continued from previous page)

Income

Enter the **annual amount** in each applicable field.

Round the amount down to the nearest thousand and show it in thousand yen.

- Note that the amount should be shown in whole (unrounded) yen in some fields.
- Note to international students: Please enter the relationship with your sponsor in the applicable field. (e.g. “father”).

所得情報 / Income	
年金(個人年金以外)	0 千円 / Unit: 1,000yen ※それぞれの最新の年金振り込み通知書、もしくは、年金決定(改定)通知書の「年金支払額」を元に年額を入力してください。
その他(児童手当、公的扶助など)	0千円 / Unit: 1,000yen
雇用保険受給額	0 円
生活保護受給額	0 円
児童手当	0 円
児童扶養手当	0 円
その他収入 / Other income	0 円
事業所得	0 千円 / Unit: 1,000yen
雑所得	0 千円 / Unit: 1,000yen ※個人年金についても、この雑所得欄に記入
*The following is to be completed by international students only.	
留学生仕送り援助金等名称1 / Relationship with your sponsor* (Money sent from home and other similar financial aid to the unsponsored international students)	
留学生仕送り援助金等1 / Money sent from home and other similar financial aid to the international student	0 千円
留学生仕送り援助金等名称2 / Relationship with your sponsor* (Money sent from home and other similar financial aid to the unsponsored international students)	
留学生仕送り援助金等2 / Money sent from home and other similar financial aid to the international student	0 千円

Total amount is displayed.

Note: Show the amount in whole (unrounded) yen.

Household information (Continued from previous page)

(4) School attendance

Fill in this window if any of your household members, including your spouse, father and mother, is attending a school.

Select “yes” or “no” in the “Attending school” field. For “Academic year,” select the year as of April 1, 2017.

The screenshot shows a web form titled '就学情報 / School Attendance'. A red rectangular box highlights the top section of the form, which includes the following fields:

- 学校に通っている / Attending School**: Two radio buttons, 'はい / Yes' (unselected) and 'いいえ / No' (selected).
- 学校名 / School name**: A text input field.
- 学年 / academic year**: A dropdown menu showing '-----' followed by a '年' (year) character.

Below the highlighted section, the form continues with:

- 設置区分 / Establishment**: Three radio buttons: '国立 / National' (unselected), '公立 / Public' (unselected), and '私立 / Private' (unselected).
- 学校種別 / School type**: A group of radio buttons for different school types: '小学校 / Elementary school' (unselected), '中学校 / Middle school' (unselected), '高校 / High school' (unselected), '大学、短大、大学院 / University' (unselected), '高等専門学校 / Technical College' (unselected), '専修学校(高等課程) / Specialized training college (high-school program)' (unselected), and '専修学校(専門課程) / Specialized training college (specialist program)' (unselected).
- 通学区分 / School commute classification / School attendance classification**: Two radio buttons: '自宅 / One's home' (unselected) and '自宅外 / Other than one's home' (unselected).

At the bottom of the form, there are two buttons: '戻る / Back' and '保存 / Save'. The '保存 / Save' button is highlighted with a red rectangular box.

After entering “Household information” by selecting applicable items and entering required information for all of your household members, including you, your spouse, father and mother, click the “Save” button.

11. Special deduction

Click “Special deduction” in the “Application Information” window.

申請情報
申請の種類と申請者情報 / Kind of the application and Applicant Information (入力済・修正 / Edit)
申請理由及び生活費の出所申請者・家族の連絡先申請者世帯情報 / Reason for application and source of living expenses・ Contact information of the applicant・ Contact information of the applicant's family member(s)・ Information on the applicant's household member(s) (入力済・修正 / Edit)
必要書類チェック / Checklist for Required Documents (入力済・修正 / Edit)
奨学金状況調書 / Scholarship details (入力済・修正 / Edit)
家族情報 / Family Information
世帯の構成員は以下のとおりです。 / The following persons are counted as the applicant's household members. これは必ず正しい方の情報は入力する必要があります。 / There is no need to enter information for other persons. ●申請者本人 (独立生活者・私費外国人留学生の専念・扶養者含む) / Applicant (and the applicant's spouse if the applicant is a self-supporting student or unponsored international student) ●父・母、または父・母に代わって家計を支えている者 (世帯支持者という) / Applicant's father/mother or the person who is supporting the household in place of the applicant's father/mother ("Household Supporter") ●可能、別居を問わず、家計支持者または申請者の扶養下にある者 / Person(s) qualifying as dependent(s) of the Household Supporter or the applicant, regardless of whether or not such person(s) lives with the applicant ●私費外国人留学生は、日本にも家族にのみ入力してください。 / Only fill out this section if the applicant has family living in Japan ●本人 / Applicant (入力済・修正 / Edit) 最大 25 歳 前 息 / Otside ●本人の配偶者 / Applicant's spouse 父 / Father (入力済・修正 / Edit) 最大 父 有 前 除 / Otside 母 / Mother (入力済・修正 / Edit) 最大 母 有 前 除 / Otside 追加 (兄弟姉妹、祖父母、子孫等) にて入力してください / Other person (Child etc.)
特別控除 / Special deduction (入力済・修正 / Edit)
私費外国人留学生の家族状況申告書 / Form4 (入力済・修正 / Edit)
下書き保存 / Save as draft

Person with a disability/A-bomb survivor

If applicable to any of your household members, select “yes” and fill in this window by selecting applicable items and entering required information.

障がい者・原爆被害者情報 / Person with a disability/A-bomb survivor	
●障がい者手帳のコピーの提出が必要です / Submission of a disability certificate (copy) is required.	
障がい者がいる世帯としての控除を受ける / Receive deduction due to a household member with a disability	☒ はい / Yes ☐ いいえ / No
障がい者人数 / Number of person(s) with a disability	----- 人
障がい者一人目 / Person with a disability	
続柄 / Relation	-----
氏名 / Name	-----
種別 / Category	-----
障がい年金 / Disability pension	☐ あり / Recipient ☐ なし / Non-Recipient
障がい者手帳 / Disability certificate	☐ あり / In possession ☐ 申請中 / Have applied
特別児童扶養手当 / Special child-rearing allowance	☐ あり / Recipient ☐ なし / Non-Recipient
障がい者二人目 / Person with a disability	
続柄 / Relation	-----
氏名 / Name	-----

Special deduction (Continued from previous page)

Household with recipient(s) of long-term medical care (who is recognized as needing long-term care)

If applicable to any of your household members, select “yes” and enter required information.

長期療養者(要介護認定者)のいる世帯 / Household with recipient(s) of long-term medical care (who is recognized as needing long-term care)	
申請時(平成29年4月1日)現在において、6ヶ月以上の期間療養中または療養が必要と認められた人が対象です。疾病については、3ヶ月以内に発行された医師の診断書(原本)が必要です。 介護サービスについては、介護保険被保険者証(コピー)が必要です。 (提出のない場合、控除はしません) This applies to an individual who has been in medical care for more than six months or who is recognized as in need of medical care for more than six month as of April 1, 2017. Submission of a medical certificate (original) issued in the past 3 months is required For a recipient of care under the Long-Term Care Insurance System, a copy of his or her Long-Term Care Insurance Card should be submitted. (If not submitted, there will be no deduction)	
長期療養者がいる世帯としての控除を受ける / Receive deduction due to a household member receiving prolonged medical treatment	☐ はい / Yes ☒ いいえ / No
長期療養者一人目 / Person receiving prolonged medical treatment	
続柄 / Relation	
氏名 / Name	
療養費 / Medical Treatment Fee	千円(年額) / thousand yen/year
長期療養者二人目 / Person receiving prolonged medical treatment	
続柄 / Relation	
氏名 / Name	
療養費 / Medical Treatment Fee	千円(年額) / thousand yen/year
戻る / Back	保存 / Save

After entering information for “Special deduction” by selecting applicable items and entering required information, click the “Save” button.

12. Self-supporting student's income statement (Applicable only if you apply as a self-supporting student)

Click “Self-supporting student's income statement” in the “Application information” window.

申請情報

申請の種類と申請者情報 (入力済・修正)

申請理由及び生活費の出所/申請者・家族の連絡先/申請者世帯情報 (入力済・修正)

必要書類チェック (入力済・修正)

奨学金状況調査 (入力済・修正)

家族情報

独立生計者の方は、扶養していない「父」もしくは「母」がいる場合も、氏名を入力してください。

世帯の構成員は以下のとおりです。これらに該当しない方の情報は入力する必要はありません。

- 申請者本人(独立生計者・私費外国人留學生の場合は配偶者含む)
- 父および母、または父および母に代わって家計を支えている者(「家計支持者」という)
- 同居・別居を問わず、家計支持者または申請者の扶養下にある者
 - 本人 (入力済・修正) 最大 25部 有許
 - 本人の配偶者
 - 父 (入力済・修正) 最大 父 有許
 - 母 (入力済・修正) 最大 母 有許
 - 追加(兄弟姉妹、祖父母、子供等について入力してください)

特別記録 (入力済・修正)

独立生計者の家計状況申告書

下書き保存

Income and other situations

Fill in the “Regular/part-time job” window to reflect the situation as of April 1, 2017.

Do not enter information on a regular/part-time job you are no longer doing as of April 1, 2017.

Enter estimated hours in the “Number of weekly working hours” field. You may leave this field blank if it is difficult to estimate the hours due to irregular work pattern.

Other income

Enter the name of the entity from which you receive an income.

収入等状況

定職・アルバイト 1

続柄

職種(勤務先)

就労期間開始年月

就労期間終了年月

週間稼働時間

年額

定職・アルバイト 2

続柄

職種(勤務先)

就労期間開始年月

就労期間終了年月

週間稼働時間

年額

定職・アルバイト 3(クリックで開く)

定職・アルバイト 4(クリックで開く)

定職・アルバイト 5(クリックで開く)

その他の収入 1

続柄

名称

受給区別

年額

その他の収入 2

続柄

Self-supporting student's income statement (Continued from previous page)

Expenditure

Specify "Other expenditures" if any.

Income and expenditure

Before saving the data, check the amounts to ensure that income is equal to or greater than expenditure.

支出状況	
食費	0 千円(月額)
住居費	0 千円(月額)
光熱費	0 千円(月額)
修学費(授業料を除く)・教養費	0 千円(月額)
社会保険費(国民健康保険等のこと)	0 千円(月額)
通信費(携帯電話代等)	0 千円(月額)
その他の支出項目	
	0 千円(月額)
	0 千円(月額)
	0 千円(月額)

収支	
収入合計(年額) ≥ 支出合計(年額)である必要があります。	
収入合計(年額)	0千円
支出合計(年額)	0千円

After entering information in "Self-supporting student's income statement" by selecting applicable items and entering required information, click the "Save" button.

13. Un-sponsored international student's income statement (Applicable only if you apply as an unsponsored international student)

Click “Form 4” in the “Application information” window.

申請情報

申請の種類と申請者情報 / Kind of the application and Applicant Information (入力済・修正 / Edit)

申請理由及び生活費の出所・申請者・家族の連絡先・申請者世帯情報 / Reason for application and source of living expenses・ Contact information of the applicant・ Contact information of the applicant's family member(s)・ Information on the applicant's household member(s) (入力済・修正 / Edit)

必要書類チェック / Checklist for Required Documents (入力済・修正 / Edit)

奨学金状況調査 / Scholarship details (入力済・修正 / Edit)

家族情報 / Family Information

世帯の構成員は以下のとおりです。 / The following persons are counted as the applicant's household members.これらは該当しない方の情報は入力する必要はありません。 / There is no need to enter information for other persons.

- 申請者本人(独立生計者・私費外国人留學生の場合は配偶者を含む) / Applicant (and the applicant's spouse if the applicant is a self-supporting student or unsponsored international student)
- 父および母、または父および母に代わって家計を支えている者(家計支持者)という / Applicant's father/mother or the person who is supporting the household in place of the applicant's father/mother (“Household Supporter”)
- 同居: 別居を問わず、家計支持者または申請者の扶養下にある者 / Person(s) qualifying as dependent(s) of the Household Supporter or the applicant, regardless of whether or not such person(s) lives with the applicant
- 私費外国人留學生は、日本にも家族についてのみ入力してください。 / Only fill out this section if the applicant has family living in Japan

●本人 / Applicant (入力済・修正 / Edit) 最大 250 名 削除 / Delete

●本人の配偶者 / Applicant's spouse

●父 / Father (入力済・修正 / Edit) 最大 1 名 削除 / Delete

●母 / Mother (入力済・修正 / Edit) 最大 1 名 削除 / Delete

●追加(兄弟姉妹、祖父母、子供等)について入力してください。 / Other person (Child etc.)

特別控除 / Special deduction (入力済・修正 / Edit)

私費外国人留學生は、本人及び日本に住む家族についてのみ関係する項目です。 / Items apply only to applicant or family living in Japan

私費外国人留學生の家計状況申告書 / Form4 (入力済・修正 / Edit)

下書き保存 / Save as draft

Income of father (mother)

Enter the amount earned by your father (mother) in the “Income earned in home country” field along with the currency.

Convert the above amount into Japanese yen using the exchange rate at the time of application and enter the result in the “Amount in Japanese yen” field.

Financial support/money from home

Be sure to enter the name of the sender of support/money.
The annual total amount should be shown.

父の収入状況 / Earnings / Father's income

職業 / Occupation

就職年月 / Date of Employment

現地で収入金額 / Current income

日本円換算 / Amount in Japanese yen

母の収入状況 / Earnings / Mother's income

職業 / Occupation

就職年月 / Date of Employment

現地で収入金額 / Current income

日本円換算 / Amount in Japanese yen

援助金/仕送り / allowance/support from relatives 1

続柄 / Relation

送金者の氏名 / Name of Supporter

生活費の出所 / Source of living costs

年額 / Annual amount

援助金/仕送り / allowance/support from relatives 2

続柄 / Relation

送金者の氏名 / Name of Supporter

生活費の出所 / Source of living costs

Enter the amount converted into Japanese yen.

Un-sponsored international student's income statement (Continued from previous page)

Part-time job, etc.

Fill in this window to reflect the situation as of April 1, 2017.

Do not enter information on a part-time job you are no longer doing.

Other income

Enter the name of the entity from which you receive an income.

アルバイト等 / Part-time work1	
続柄 / Relation	
職種(勤務先) / Job Category (Place of Work)	
就労期間開始年月 / Date of Employment	
就労期間終了年月 / Date of Retirement	
週間稼働時間 / hours/week	時間 / hours
年額 / Annual amount	千円 / Unit: 1,000yen
アルバイト等 / Part-time work2	
続柄 / Relation	
職種(勤務先) / Job Category (Place of Work)	
就労期間開始年月 / Date of Employment	
就労期間終了年月 / Date of Retirement	
稼働時間/週 / hours/week	時間 / hours
年額 / Annual amount	千円 / Unit: 1,000yen
アルバイト等 / Part-time work3(クリックで開く)	
アルバイト等 / Part-time work4(クリックで開く)	
アルバイト等 / Part-time work5(クリックで開く)	
その他収入 / Other income1	
続柄 / Relation	
名称 / Name	
受給区別 / Type	
年額 / Annual amount	千円 / Unit: 1,000yen

Un-sponsored international student's income statement (Continued from previous page)

Expenditure

- (1) Enter a monthly amount in thousand yen in each field.
- (2) Specify expenditure items, if any, and the annual amounts in the “Other expenditure” field.

支出状況 / Expenditures	
食費 / Food	0 千円(月額) / thousand yen/month
住居費 / Housing (留学生会館・下宿・アパート・他)	0 千円(月額) / thousand yen/month
光熱費 / Electricity and heating	0 千円(月額) / thousand yen/month
修学費 (授業料を除く)・教養費 / Study expenses (not including tuition fees)	0 千円(月額) / thousand yen/month
社会保険費 / Insurance costs ※国民健康保険のこと / National Health Insurance	0 千円(月額) / thousand yen/month
通信費 (携帯電話代等) / Telephone and cellular expenses	0 千円(月額) / thousand yen/month
その他の支出項目 / Other expenses	以下年額 / Annual amount
-	0 千円(年額) / thousand yen/year
-	0 千円(年額) / thousand yen/year
-	0 千円(年額) / thousand yen/year
合計年額 / Total annual amount	0 千円(年額) / thousand yen/year

Un-sponsored international student’s income statement (Continued from previous page)

Household members living in Japan

If any of your household members is living in Japan, enter their relationship with you, name, occupation, and school, as applicable.

Income and expenditure

Before saving the data, check the amounts to ensure that income is equal to or greater than expenditure.

日本にいる家族 / Family in Japan 1

続柄 / Relation

氏名 / Name

年齢 / Age

職業 / Occupation

学校名 / School name

学年 / academic year

申請者と同居している / Does he/she live with the applicant?

同居 / Living together

別居 / Living separately

日本にいる家族 / Family in Japan 2

続柄 / Relation

氏名 / Name

年齢 / Age

職業 / Occupation

学校名 / School name

学年 / academic year

申請者と同居している / Does he/she live with the applicant?

同居 / Living together

別居 / Living separately

収支

収入合計(年額) ≥ 支出合計(年額) である必要があります。

収入合計(年額) / Annual amount

0千円 / Unit: 1,000yen

支出合計(年額) / Annual amount

0千円 / Unit: 1,000yen

戻る / Back

保存 / Save

After entering information in “Un-sponsored international student’s income statement” by selecting applicable items and entering required information, click the “Save” button.

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14. Confirmation of data entered

After completing all pages and saving all the data, click the “Save as draft” button at the lower part of the “Application information” window.

(Pages in which data entry is completed are marked “Edit.” Make sure that no page is left uncompleted.)

申請情報
申請の種類と申請者情報 / Kind of the application and Applicant Information (入力済・修正 / Edit)
申請理由及び生活費の出所・申請者・家族の連絡先・申請者世帯情報 / Reason for application and source of living expenses・Contact information of the applicant・Contact information of the applicant's family member(s)・Information on the applicant's household member(s) (入力済・修正 / Edit)
必要書類チェック / Checklist for Required Documents (入力済・修正 / Edit)
奨学金状況調査 / Scholarship details (入力済・修正 / Edit)
家族情報 / Family Information
世帯の構成員は以下のとおりです。 / The following persons are counted as the applicant's household members. これらに該当しない方の情報は入力の必要はありません。 / There is no need to enter information for other persons. ●申請者本人(独立生計者・私費外国人留學生の場合は配偶者含む) / Applicant (and the applicant's spouse if the applicant is a self-supporting student or unsponsored international student) ●父および母、または父および母に代わって家計を支えている者(「家計支持者」という) / Applicant's father/mother or the person who is supporting the household in place of the applicant's father/mother ("Household Supporter") ●同居・別居を問わず、家計支持者または申請者の扶養下にある者 / Person(s) qualifying as dependent(s) of the Household Supporter or the applicant, regardless of whether or not such person(s) lives with the applicant ●私費外国人留學生は、日本にいる家族についてのみ入力してください。 / Only fill out this section if the applicant has family living in Japan ■ 本人 / Applicant (入力済・修正 / Edit) 阪大 25郎 削除 / Delete ■ 本人の配偶者 / Applicant's spouse ■ 父 / Father (入力済・修正 / Edit) 阪大 父 削除 / Delete ■ 母 / Mother (入力済・修正 / Edit) 阪大 母 削除 / Delete ■ 追加(兄弟姉妹、祖父母、子供等について入力してください) / Other person (Child etc.)
特別控除 / Special deduction (入力済・修正 / Edit)
私費外国人留學生は、本人及び日本に住む家族についてのみ関係する項目です / Items apply only to applicant or family living in Japan
私費外国人留學生の家計状況申告書 / Form4 (入力済・修正 / Edit)
下書き保存 / Save as draft

15. Confirmation of application forms

Then application information is displayed. Click the “申請書確認 / Confirm the Application Form” button to open completed application forms with the information you have entered and Application Checklist. Check these forms to ensure that all information is accurate. After checking the application forms, click the “確認画面へ / Next” button.

Kind of application	
Your application information is as follows. Make sure that all the information is accurate, and click "確認画面へ/Next" button at the bottom of this page. If you need to correct any of the information after completing registration, correct the information directly on the printed form using black ink.	
Receipt number	issued after registration is completed
Name	
Kind of application	Tuition fee both first and second semester Exemption
Application category	Un-sponsored international student
Online registration	Not completed
Submission of application documents	Not Received
◆Is your online registration completed? If not, complete registration by the deadline. ◆Are your application documents received? If not, submit application documents to the postboxes at the Student Centers.(It may take a few days until submitted documents are received.) ◆Application is not accepted after the deadline under any circumstances ◆If you apply for Tuition fee exemption, etc. only for the first semester and hope to apply for the second semester, you have to submit an application in the second semester again.	
申請書確認/Confirm the Application Form	
PDFの表示と印刷は、Adobe Reader を用いてください。 Internet Explorer 以外のブラウザ(Chrome, Firefox 等)の場合、内蔵PDFビューアで表示している可能性があり、正しく印字・印刷されないことがあります。 	
現在は、下書きの状態です。 「確認画面へ/Next」ボタンを押下し、次の画面で登録を完了してください。 Your registration is not completed. Click the "確認画面へ/Next" button and complete registration on the next page.	
確認画面へ/Next	
一旦終了する場合は、こちらからログアウトしてください(内容は保存されています) Click here to logout if you need to temporary stop input.	
入力再開	

16. Registration

Be sure to read the message that appears above the “登録 / Register” button before clicking the button.

If you agree with the message, check the box, and click the “登録 / Register” button.

申請内容確認	
所属 / Department	人間科学研究科 / Graduate School of Human Sciences
学年 / Grade	2年
学籍番号 / Student ID number	
申請者氏名 / Name	
申請者メールアドレス / Email address	
申請者メールアドレス2 / Email address2	
学期 / Semester	前期 / First semester
授業料免除申請 / Kind of application for Tuition Fee	収納滞り申請 / Deferred payment
申請書確認 / Confirm the Application Form	
PDFの表示と印刷は、Adobe Readerを用いてください。 Internet Explorer 以外のブラウザ (Chrome, Firefox 等) の場合、内蔵PDFビューアで表示している可能性があり、正しく印字・印刷されないことがあります。	
	
下記チェックボックスをチェックした上で、「登録」を完了してください。 Be sure to check the box below, and click the “登録/ Register” button to complete registration. 一度登録をされると以降修正は行えなくなります You cannot edit your data once you have submitted your registration. 提出書類チェックシートを登録前に参照すること Refer to the “Application Checklist” in your application form before completing registration. 今回提出する書類の内容は確かに相違ありません。また、故意の虚偽記載が発覚した場合は、免除等が取り消されることに異存ありません。 ☐ I hereby certify that the information submitted here is true and correct. Furthermore, if any intentional falsifications are discovered, I accept the revocation of enrollment fee (tuition fee) exemption.	
登録 / Register	
戻る / Back	

17. Confirmation after registration/Preparation of application forms

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.

◆ After reading this message, click the “Prepare Application Form” button to print the application forms and check the printed forms.

- Print each application form on A4 paper. 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.)
- You must submit the documents marked “Required” in the Application Checklist.

Submit application documents (application forms) along with relevant certification documents by putting them in a postbox installed at each Student Center or sending them by mail to one of the Student Centers. Be sure to write your four-digit receipt number on the envelope.

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.

WEB入力が完了しました。
あなたの受付番号は、
受付番号は結果発表の際に必要となりますので、大切に保管してください。
(前期・後期一括申請をした場合は、同一の受付番号を後期でも使用します。)
申請の種類は授業料(前期・後期)です。

You have entered all necessary information in the Exemption Application System.
Your receipt number is
Keep the receipt number carefully as you will need it to view the application results which will be announced online.
If you apply for tuition fee exemption, deferred payment or payment by installments for both the first and second semesters at the same time, the same receipt number will be used for both semesters.
Please be informed that you have applied for following exemption(s),etc.
First semester and Second semester Tuition Fee Exemption

- 入力内容の修正はできませんので、変更センターへの書面提出または修正の必要が生じた場合は、書頭に修正内容を入れた付箋を貼付するか、該当箇所は修正用インクで修正を行うかのいずれかを行ってください。
- 後述の通り申請は完了していませんので、このあと学生センターに書類を提出する必要があります。
- 申請書の様式は、様式とA4サイズで印刷してください。A4サイズで印刷できない場合は外部フォルダに印刷が可能なUSBメモリにいったん申請書PDFを保存してから印刷してください。
- 学生センターへの書類提出期限は、必ず、結果発表までです。結果発表後は、申請は受付できません。
- WEB登録を完了したにもかかわらず、書類提出が期限までに終わらない場合は申請は無効となります。
- You cannot change the information entered in the Exemption Application System. If you need to correct any of the information before submitting application forms to the Student Center, write the correct information on a post-it note and stick it to the form, or correct the information directly on the printed form using black ink.
- The application process has not been completed yet. To complete the process, you must submit application documents to the Student Center.
- Print each application form on A4 paper. 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.
- Application documents should be submitted to one of the Student Centers by: Applications will not be accepted after this deadline under any circumstances.
- Applications submitted after the deadline will be invalid even if registration in the Exemption Application System is completed.

吹田学生センター

申請状況

Receipt number	(Be sure to remember this number)
Name	
Kind of application	Tuition fee both first and second semester Payment by installments
Application category	Un-sponsored international student
Online registration	Completed
Submission of application documents	Not Received Deadline:

◆ Is your online registration completed? If not, complete registration by the deadline.
◆ Are your application documents received? If not, submit application documents to the postboxes at the Student Centers.(It may take a few days until submitted documents are received.)
◆ Application is not accepted after the deadline under any circumstances
◆ If you apply for Tuition fee exemption, etc. only for the first semester and hope to apply for the second semester, you have to submit an application in the second semester again.

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Internet Explorer 以外のブラウザ(Chrome, Firefox 等)の場合、内蔵PDFビューアで表示している可能性があり、正しく印字・印刷されないことがあります。

上記内容を確認しましたので、申請書を作成します。 / I have read the above and will prepare the application form. ("Prepare Application Form")