

# Application Form for Students Who Plan to Apply for Exemption or Deferred Payment of the 2017-2018 Academic Year Enrollment Fee

To apply for exemption or deferred payment of the enrollment fee, submit this form along with other enrollment documents to the section in charge of enrollment procedures.

**[Notes] Be sure to read the following notes.**

1. You cannot submit this form if you have already paid the enrollment fee. (Do not pay the enrollment fee if you plan to apply for exemption or deferred payment of the enrollment fee.)
2. The application process for exemption or deferred payment of the enrollment fee is not completed before you go through the following three procedures.  
(Each procedure should be completed by the specified deadline, which will be shown in the Instructions for Application for Exemption or Deferred Payment of the Enrollment Fee and Exemption, Deferred Payment or Payment by Installments of the Tuition Fee to be posted on the official website of Osaka University in late February for April enrollment and in late August for October enrollment.)
  - (1) Submit this form (Submission of a paper document).
  - (2) Register into the Osaka University Online Application System (Online registration).
  - (3) Submit other necessary forms and certification documents to the Student Center (Submission of paper documents).
3. Each of the above procedures must be completed by the specified deadline. Delayed submission or registration cannot be accepted under any circumstances.
4. In case you apply only for exemption or deferred payment of the tuition fee, you don't have to submit this form, even if you are a newly enrolled student. In this case, complete the procedures numbered (2) and (3) in section 2 above by the respective deadlines.

**[Form to be submitted only by students who plan to apply for exemption or deferred payment of the enrollment fee]** Please fill in the following columns.

<b>Name</b>				
School/faculty/ graduate school in which you will be enrolled	<u>School/faculty/graduate school</u>	Enrollment category	Tick the applicable box below	
	<u>Department</u>		1st-year undergraduate student	
			Undergraduate student transferred from another university	
			Master's course student	
			Doctoral course student	
Law School student				
Contact information	* Enter the telephone number and email address at which we can reach the applicant without fail. If the applicant is not in Japan, enter the contact information of the person who acts on behalf of the applicant in Japan.			
	Telephone Number	Extension Number of the laboratory (only if known)		
	Email address	(* The address should be written in a manner that makes clear the distinction between alphanumeric characters and symbols.)		
Application category (Check the applicable box.)	<input type="checkbox"/> Both exemption and deferred payment of the enrollment fee (Exemption is the first choice, but if only half exemption is permitted or exemption is not permitted, then deferred payment is desired.) <input type="checkbox"/> Only exemption of the enrollment fee <input type="checkbox"/> Only deferred payment of the enrollment fee			

(Submission of this form is required only if you plan to apply for exemption or deferred payment of the enrollment fee.)

# Application for Exemption or Deferred Payment of the Enrollment Fee

## 1. Confirmation of eligibility for application

### (A) Eligibility for applying for enrollment fee exemption (Undergraduate students)

- (1) Student having significant difficulty with the payment of the enrollment fee due to the death of the person mainly responsible for the payment of the student's academic expenses ("Academic Expense Payer") or due to the occurrence of a windstorm, flood or other natural disaster affecting the student or the Academic Expense Payer within one year prior to the student's enrollment in Osaka University
- (2) Student recognized by the President as having a valid reason for applying for exemption of the enrollment fee, similar in substance to the reasons\* specified in (1) above.

### (Graduate students)

- (1) Student having difficulty with the payment of the enrollment fee for financial reasons
- (2) Student having significant difficulty with the payment of the enrollment fee due to the death of the Academic Expense Payer or due to the occurrence of a windstorm, flood or other natural disaster affecting the student or the Academic Expense Payer within one year prior to the student's enrollment in Osaka University
- (3) Student recognized by the President as having a valid reason for applying for exemption of the enrollment fee, similar in substance to the reasons\* specified in (2) above.

\*Your eligibility will be determined by the University. Therefore, be sure to notify the Suita Student Center of the reason for your inability to pay the enrollment fee before applying for exemption.

### (B) Eligibility for applying for deferred payment (Both undergraduate and graduate students)

- (1) Student having difficulty with the payment of the enrollment fee for financial reasons
- (2) Student having significant difficulty with the payment of the enrollment fee due to the death of the Academic Expense Payer or due to the occurrence of a windstorm, flood or other natural disaster affecting the student or the Academic Expense Payer within one year prior to the student's enrollment in Osaka University

## 2. Application Procedures

### (A) Application for enrollment fee exemption and deferred payment. (You can apply for exemption, deferred payment or payment by installments for tuition fee at the same time.)

- (1) Submit the Application Form for Students Who Plan to Apply for Exemption or Deferred Payment of the 2017-2018 Academic Year Enrollment Fee along with the other necessary documents when completing the enrollment procedure.
- (2) Register in the Enrollment and Tuition Fee Exemption Application System.  
(The Application System is available from the middle of March for April enrollment and from the middle of September for October enrollment.)
- (3) Submit other necessary forms and certification documents to the Student Center.

\*Complete all the procedures within the specified periods after reading the application instructions posted on the Osaka University website in the end of February (in the end of August for October enrollment).

### (B) Application only for exemption, deferred payment or payment by installments of the tuition fee.

\*Complete all the procedures (2. (A) (2) and (3) above) within the specified periods after reading the application instructions.

※After paying the enrollment/tuition fee, you cannot apply for Enrollment/Tuition Fee Exemption, etc.

## 3. Publication of Application Instructions

The Application Instructions can be downloaded on the website of Osaka University around the end of February (August). <http://www.osaka-u.ac.jp/en/guide/student/tuition/remission/guideline>

## 4. Contact Details

Suita Student Center, Osaka University 1-1 Yamadaoka, Suita, Osaka 565-0871

Tel: 06-6879-7088,7089 Office hours: 8:30 – 12:00, 13:00 – 17:00 (except on Saturday, Sunday and holidays)