

**Statement of Reasons for Exceeding the Minimum Period of Study or Repeating a Year**  
(For both undergraduate and graduate use)

Applicants are to submit their own documents, however, it is permitted for a supervisor to submit Form 8 directly to the Student Center. In this case, please write "Submitted by supervisor" in the Form 8 column on the "Required document checklist" (or place a memo in the envelop).

Fill in boxes in bold. Please tick the applicable box.

/ / (yyyy/mm/dd)

Name:			Student ID Number							
School / Graduate School			Course / Grade		Enrollment					
<input type="checkbox"/> School of <input type="checkbox"/> Graduate School of			<input type="checkbox"/> B	<input type="checkbox"/> M	<input type="checkbox"/> D	Year		year                      Month		

1. Reasons for exceeding the minimum period of study\*<sup>1</sup> or repeating a year\*<sup>2</sup>. Please tick the applicable box (multiple allowed).

- ☐ 1. Illness<sup>\*3</sup>      ☐ 2. Study abroad      ☐ 3. Childbirth / Childcare      ☐ 4. Attended dispatch program      ☐ 5. Uncompleted papers  
☐ 6. Other ( )

\*1 "Exceeding the minimum period of study" means the enrollment period, including the period for leave of absence, has exceeded the minimum period of study.

\*2 "Repeating a year" means that the student will remain in the same year without advancing to the next year.

\*3 In the case of illness, please attach a medical certificate. If you have already submitted it to OU when you took a leave of absence, please tick the applicable box below and you don't need to submit it.

- ☐ The medical certificate has already been submitted to Osaka university in taking the leave of absence. So, it is not attached.

Please explain reasons in detail. Record the period for leave of absences, study abroad, or repeating a year.

Leave of absence:	/	(yyyy/mm)	-	/ (yyyy/mm)
Study abroad:	/	(yyyy/mm)	-	/ (yyyy/mm)
Repeating a year:	/	(yyyy/mm)	-	/ (yyyy/mm)

2. Research Topic (Graduate Students only)

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----- (The following sections are to be completed by a supervisor) -----

3. Please provide the current status of the applicant's studies, attitude toward their research, and progress of research activities, including their thesis.


4. Please provide your projection of the applicant graduating or completing their studies by the end of the current academic year. Be sure to include a status of earned credits required for graduation or completion.

\* If the applicant enrolled in the Spring, the end of the current academic year should be March of the following year; if the applicant enrolled in the Fall, the end of the current academic year should be September of this year.

Is the applicant expected to receive a degree in the current academic year? \*

- ☐ Yes ☐ No

[illegible]

Supervisor's (or homeroom teacher's) Signature

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To All Supervisors,

This form is to be submitted when an applicant applying for a tuition fee exemption, etc. meets any of the following conditions at the time of application:

- (1) An applicant's total enrollment period, including the period for leave of absence, exceeds the minimum period of study; or
- (2) An applicant is repeating a year.

In the sections to be filled out by supervisors, please provide specific reasons for the applicant to receive a tuition fee exemption, etc. despite their current situation.

When a supervisor directly submits this form instead of the applicant, the supervisor should inform the applicant and send it to the Tuition Fee Exemption Section of the Suita Student Center. If this form is to be submitted by the applicant, the supervisor should provide it in a sealed envelope.