Fall Semester of Academic Year 2019-2020 [for International Students]
Financial Support Programs of Yokohama National University

If you wish to apply for any of Yokohama National University's (YNU) financial support programs listed below, please follow the instructions in this booklet to lodge an application and other necessary documents within the designated period.

Admission Fees Waiver (Eligibility: Regular students of YNU * Only new students admitted in October 2019

If you have difficulty paying your admission fees for financial or other reasons, this program will award you a full or half waiver of your admission fees after you pass screening.
However, **if you are a new undergraduate student, your application will be accepted only if you have experienced an event described in "Application under special circumstances" (see page 4) within one year before your admission.**

Admission Fees Deferment (Eligibility: Regular students of YNU) *Only new students admitted in October 2019

If you have difficulty paying your admission fees by the deadline for financial or other reasons, this program will allow you to defer paying your admission fees for a certain period after you pass screening. (* This program will not waive your admission fees.)

Tuition Waiver (Eligibility: Regular students of YNU)

If you have difficulty paying your tuition for financial or other reasons, this program will award you a full or half waiver of your tuition fees after you pass screening.

Tuition Deferment (Eligibility: Regular students of YNU)

If you have difficulty in paying your tuition by the deadline for financial or other reasons, this program will allow you to defer paying your tuition for a certain period after you pass a screening. (* This program will not waive your tuition fees.)

Data Registration for 'University-recommended Scholarships'

(Eligibility: Regular students, research students, etc. of YNU whose status of residence is "student" or will be changed to "student")

To qualify for 'University-recommended Scholarships,' you need to register your basic data for internal screening.
If you apply for such a scholarship, make sure to register your basic data.

◆ATTENTION: the major change from last year

Regarding your Data Register for 'University- recommended Scholarships,' you do NOT need to submit application documents again in the fall semester if you have made an application **for the spring and fall semesters at the same time in the spring semester**.

Application procedure for University-recommended Scholarships'

[Register your basic data]	[Apply for a scholarship]	[Notified of internal screening results]	[Recommended to the scholarship organization]
(1) Document checklist (2) Financial support program application (3) Other necessary documents (See the checklist.) Submit all the above documents to the International Student Support Section to register your basic data. You will then be issued a Receipt (Applicant's Copy).	Unless you register your basic data, you cannot apply for this type of scholarships. * Available scholarship programs are announced on the school bulletin boards and the website of the Student Support Division. * You can apply for a scholarship only within a period specified by YNU.	After applying, you will go through internal screening. * If you pass, you will be notified of the next step. * If you need a recommendation from your supervisor, you will be notified of necessary procedures.	When all necessary documents are ready, you will be recommended by YNU to the scholarship organization. If the scholarship organization officially accepts your application, after screening, you will be on the scholarship.

◆ATTENTION:

You need to apply separately each academic year. The application mentioned in this booklet is an application for financial support programs of Yokohama National University for the academic year of 2019/2020. If you wish to apply for that of 2020/2021, be sure to apply again during the designated application period. The application period will start around the end of January 2020. The application in details will be notified on the university website and bulletin board.

I. Application

Fill out the application documents and submit them with all necessary certificates and documents within the period mentioned below.

(1) Admission Fees Waiver and Deferment

	Application period	Application section
New students	**After the announcement of successful applicants to YNU and within the admission period (from 8:30 am to 12:45 pm and from 1:45 pm to 5:00 pm, excluding Saturdays, Sundays, and national holidays)** *** Applications will not be accepted on Tuesday to Thursday, August 13 to 15, 2019 because it is the summer holidays.** *** Make sure to apply before your admission procedure. The application deadline for new undergraduate students (applicants passing the first-term or second-term entrance examination) is the day before the last day of the admission period (if this day is a Saturday, Sunday, or a national holiday, the day before). Note that you cannot meet the deadline for your admission procedure if you make an application on the last day of the application period.**	**Financial Support Section, Student Support Division, Student Affairs Department (on the second floor of the Student Center)**

* If you are a new undergraduate student, you cannot apply for an admission fees waiver unless you have experienced an event described in "Application under special circumstances" (see page 4) within one year before your admission. (However, you can apply for an admission fees deferment.)

* Bring your application documents to the acceptance section within the application period on your own or by proxy. If this is impossible, contact the Financial Support Section of the Student Support Division (045-339-3113).

* Once you pay your admission fees, you cannot apply for an admission fees waiver or deferment.

* For your admission procedure, you need to submit a statement of admission fee payment. If you apply for an admission fees waiver or deferment, you will be given an application certificate on the spot, which can substitute for the statement of payment. Then complete your admission procedure by submitting the application certificate.

* You can apply for an admission fees waiver or deferment only within the above application period. You cannot apply after this period.

* If you also register your data to apply for 'University-recommended Scholarships,' be sure to do so within the above application period.

* If you cancel your enrollment after applying for an admission fee waiver or deferment, you still need to pay your admission fees. Without paying your admission fees, you are not allowed to cancel your enrollment.

(2) Tuition Waiver and Deferment / Data Registration for 'University- recommended Scholarships'

*** The application deadline for new students is different to that for current students.**

	Application period	Application section
New students	**After the announcement of successful applicants to YNU until Friday, October 4, 2019.** **(from 8:30 am to 12:45 pm and from 1:45 pm to 5:00 pm, excluding Saturdays, Sundays, and national holidays)** *** Applications will not be accepted on Tuesday to Thursday, August 13 to 15, 2019 because it is the summer holidays.**	**International Student Support Section, International Education Division, Student Affairs Department (on the second floor of the Student Center)**
Current students	**Monday, July 29, 2019 until Friday, October 4, 2019** **(from 8:30 am to 12:45 pm and from 1:45 pm to 5:00 pm, excluding Saturdays, Sundays, and national holidays)** *** Applications will not be accepted on Tuesday to Thursday, August 13 to 15, 2019 because it is the summer holidays.**	
Application by mail	**(New students) After the announcement of successful applicants to YNU until Friday, September 27, 2019 (Applications must reach YNU no later than this day.)** **(Current students) Monday, July 29, 2019 until Friday, September 27, 2019 (Applications must reach YNU no later than this day.)**	***Send your application documents according to the instructions in "Application by mail" below.**

* You can apply for a tuition waiver/deferment and data registration for 'University-recommended Scholarships' requiring the only within the above application period. You cannot make an application after this period.

* If you make an application by mail, an Application Receipt (Applicant's Copy) will be mailed to you in the enclosed return envelope.
If there are any missing documents, you will be notified of the need to submit it at the same time.

*** Application by mail**

- Application documents and other necessary documents
- Write your return address and name and put **stamps worth 252 yen** on a return envelope (Nagagata [Long] No. 3 envelope 23.5 cm long and 12 cm wide).

Mail the above documents and envelop in a **Letter Pack Light (360 yen)** to the address below.
Your application must reach the address no later than Friday, September 27, 2019.

Delivery address:

Application for Tuition Waiver etc., Financial Support Section, Student Support Division, Yokohama National University
79-8 Tokiwadai, Hodogaya-ku, Yokohama 240-8501

Note 1: A Letter Pack Light (360 yen) is available at such places as nearby post offices and convenience stores.
Note 2: If your application documents are sent by regular mail or arrive after the deadline for application by mail, your application is considered invalid.
Note 3: If you change your address after submitting your application documents, make sure that you can receive the return envelope by using such services as the post office's address change or forwarding service. (You will receive an Application Receipt (Applicant's Copy) within about one week after the arrival of your application documents.)
Note 4: If an Application Receipt (Applicant's Copy) does not reach you by the end of October 2019, contact the Financial Support Section, Student Support Division.

II. Screening Category and Assessment

(1) Admission Fees / Tuition Waiver and Deferment

Screening category	Eligibility	Assessment
General application	If you have difficulty paying your admission fees or tuition for financial reasons	**You need to undergo academic and financial assessments.** 【Note 1】
Application under special circumstances 【Note 2】	If your tuition payer living in Japan died or you or your tuition payer suffered wind, flood, or other disaster damage 【Note 4】 within six months before the application deadline 【Note 3】 (if you are a new student, within one year before your admission only for an application for the semester of your admission) and if you are considered to have significant difficulty in paying your admission fees or tuition	**You need to undergo a financial assessment.**

[Note 1] You need to undergo a financial assessment only, if you apply for an admission fees deferment.
[Note 2] If you are eligible to apply under special circumstances, notify the Financial Support Section, Student Support Division.
【Note 3】 "Within six months before the application deadline" means the period **from April 1, 2019 to September 30, 2019** for Fall -semester applications. "Within one year before your admission" means the period **from October 1, 2018 to September 30, 2019** for Fall-semester applications.
【Note 4】 Your tuition payer means only your family members living in Japan on the financial situation.
【Note 5】 "Wind, flood, or other disaster damage" means damage that occurred in Japan as a general rule and for which a disaster victim certificate or other similar certificates are issued by a public institution.

1. Academic assessment

- An academic assessment is based on your entrance examination results and other academic records if you are admitted this academic year, or based on your academic records for the previous academic years and other factors if not.
- As a general rule, if you are enrolled beyond the minimum period required for graduation (including your period of leave of absence), you are considered "ineligible." However, only if you are enrolled for not more than one year beyond the minimum period required for graduation, you may be considered "eligible," depending on the reason.
- If an academic assessment considers you "ineligible," your application will be "rejected" however difficult your financial situation is.
- The academic assessment criteria for tuition waiver and deferment are as shown below.

Undergraduate program	Master's program	Doctoral program
[1st year] Applicants who have passed an entrance examination [2nd year or subsequent years] Students who have earned a standard number of credits specified by their colleges and received a "good" or a higher grade for at least 60% of their earned credits	[1st year] Applicants who have passed an entrance examination [2nd year or subsequent years] Students who have earned a standard number of credits specified by their graduate schools or other organizations and received a "good" or a higher grade for at least 60% of their earned credits	Students recommended by their supervisors

2. Financial assessment

- A financial assessment is based on the financial situation of the entire household (only your family living in Japan) sharing living expenses with you.
- If your family living in Japan has a student, person under long-term medical treatment (limited to persons who are under medical treatment for six months or longer or considered to need medical

treatment at the time of your application and whose total medical expenses within one year before your application are 200,000 yen or more), or person with disabilities or is a single-parent family or a family affected by a disaster, a financial assessment will consider your family situation as long as you submit a document proving it.

* **Since the waiver budget is limited, some successful applicants may not be awarded a waiver if there are many applicants. In this case, these applicants will be awarded a waiver in order of their academic performance.**

(2) Data Registration for 'University-recommended Scholarships'

The rankings of applicants are determined based on the results of their academic and financial assessments.

1. Academic assessment

- The academic assessment is based on your entrance examination results and other academic records if you are admitted this academic year, or based on your academic records for the previous semesters and other factors if not.

2. Financial assessment

- Your ranking is determined based on your financial situation.
- A financial assessment also considers whether you live in a dormitory, whether you were awarded a tuition waiver for the previous semester, and other factors.

III. Application for Tuition Waiver and Deferment for the Spring and Fall Semesters at the Same Time

(1) Document screening takes place in the **spring** and **fall semesters**. **For each semester**, the University announces the following screening results: "full waiver," "half waiver," or "rejection."

(2) You can apply for a tuition waiver or deferment for the spring and fall semesters **at the same time** when you make an application in the spring semester. If you make an application in the spring semester, you do not need to submit application documents again in the fall semester.

However, if there are any changes as described below* after your application in the spring semester, you will need to apply for a change to the tuition waiver or deferment for the fall semester. The application procedure will be announced on campus bulletin boards or by other means around late July.

* Change to your student status effective from the fall semester (e.g. master's student to doctoral student)
* Change to your family structure, study situation, employment situation, or family budget situation

- **If you plan to take leave of absence or complete your course/program before the end of a semester (the spring semester from April to September and the fall semester from October to March), you are not eligible for screening.**
- **If you apply for the spring and fall semesters at the same time, make sure to check the announcement of application results in the fall semester. Application results for the fall semester are not always the same as those for the spring semester.**
- **You need to apply separately each academic year. The application mentioned in this booklet is an application for the tuition for the academic year 2019/2020.**

IV. Data Registration for ‘University-recommended Scholarships’ for the Spring and Fall Semesters at the Same Time

You can register your data to apply for ‘University- recommended Scholarships’ for the spring and fall semesters at the same time when you make an application in the spring semester. However, if there are any changes as described below after your application in the spring semester, you will need to apply for a change to your data registration for the fall semester.

*Change to your student status effective from the fall semester(e.g. master’s student to doctoral student)

- **You need to apply separately each academic year. The application mentioned in this booklet is an application for the Data Registration for ‘University-recommended Scholarships’ for the academic year 2019/2020.**

Instructions

(1) When you fill out your application documents, write clear information that is true **as of October 2019**.

(2) Use a black pen or ballpoint pen. * You cannot use a pencil or erasable ballpoint pen.

(3) To correct any mistakes, do not use correction fluid. Instead, draw a double line over the mistakes.

(4) Read this booklet carefully and fill out all necessary sections.
If you fail to fill out all necessary sections or submit necessary documents, your application may be considered invalid.

(5) Write letters and numbers carefully and clearly (to prevent misreading of amounts).

Samples forms of alphabets and numbers:

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

a b c d e f g h i j k l m n o p q r s t u v w x y z 1 2 3 4 5 6 7 8 9 0

Documents Submitted

Attach Japanese translations to certificates prepared in a language other than Japanese.

Check the documents you need to submit with the checklist below.

	Relevant applicants	Documents submitted	Notes
Submitted by all applicants	**All applicants**	**(1) Checklist of Documents Submitted [Form 1]**	**Use the forms included in this booklet.**
		(2) Application Receipt (Applicant's Copy) [Form 2]	
		(3) Application for Financial Support Programs from Yokohama National University [Form 3]	
		(4) Personal Information Registration Sheet [Form 4]	
		(5) Family Budget Statement 1 [Form 5]	
		(6) Family Budget Statement 2 [Form 6]	
		(7) Income Statement (for Applicant) [Form 7]	
		(8) Residence certificates for all household members *** Copies of certificates are not acceptable. Certificates must be dated July 1, 2019 or later.**	**Residence certificates are available at municipal offices.**
Submitted only by relevant applicants	(a) Applicants who have a source of income, such as a part-time job in Japan	One of the following documents: ● Withholding certificate ● Pay slip ● Page of your bankbook showing the receipt of wage payment (* A copy is acceptable.) ● Certificate of (Expected) Paid Wages [Form a]	The document is held by you or available from your employer etc.
	(b) Applicants who are doctoral students applying for a tuition waiver or deferment	Recommendation [Form b]	Ask your supervisor to sign the recommendation.
	(c) Applicants with a family member living in Japan who has an income (excluding themselves, students, and babies and infants)	(1) Income Statement (for Family) [Form c] + (2) One of the following documents: ● Withholding certificate ● Pay slip ● Page of your bankbook showing the receipt of wage payment (* A copy is acceptable.) ● Certificate of (Expected) Paid Wages [Form a]	(1) Use the form included in this booklet. (2) The document is held by you or available from your employer etc.
	(d) Applicants with a family member living in Japan who has no income (excluding themselves, students, and babies and infants)	(1) No-Income Statement (for Family) [Form d] + (2) Tax exemption certificate *A copy is not acceptable.	(1) Use the form included in this booklet. (2) A certificate is available at municipal offices.
	(e) Applicants who have a student among their family members living in Japan (high school students and students in higher education, excluding themselves, elementary school students, and junior high school students)	Enrollment Certificate for Application for Financial Support Programs from Yokohama National University [Form e]	Ask the school of the family member to fill out the form included in this booklet and submit it.

	(f) Applicants who are on a scholarship in Japan between April 1, 2019 and September 30, 2019 and register their data for 'University- recommended Scholarships'	Either of the following documents: ● Certificate of scholarship ● Notice of scholarship loan amount } * A copy is acceptable. * If you are on a 'University-recommended scholarships', you do not need to submit the certificate.	The document is held by you.
	(g) Those who apply by mail	Write your return address and name and put stamps worth 252 yen on a return envelope (Nagagata [Long] No. 3 envelope 23.5 cm long and 12 cm wide).	

*** If a certificate contains your My Number (individual number), black it out with a felt pen etc. to prevent it from being seen.**

How to Fill Out Application Documents

1. Checklist of Documents Submitted [Form 1]

(1) Write your name and other necessary information and check the documents you submit.

2. Application Receipt (Applicant's Copy) [Form 2]

(1) Write your name and other necessary information and check the programs you apply for.

(2) After you submit your application documents, an Application Receipt bearing a receipt stamp will be returned to you. Keep the Application Receipt until you complete your tuition payment.

3. Application for Financial Support Programs from Yokohama National University [Form 3]

(1) For the application date, write the date on which you fill out the application documents.
Make sure to put your seal on the form. If you do not have a seal, put your signature on the form.

(2) Check the programs you apply for.

1. "Application category for Admission Fees Waiver/Deferment"
Check either "Concurrent application (waiver and deferment)" or "Deferment only."
(If you are a new undergraduate student, you can choose "Concurrent application (waiver and deferment)" as long as you make an "Application under special circumstances" (see page 4).)
2. "Application category for Tuition Waiver/Deferment"
Check one of "Waiver only," "Concurrent application (waiver and deferment)," or "Deferment only."
3. "Data Registration for 'University-recommended Scholarships' "
Check the box if you want to register your basic data used for internal screening for 'University-recommended scholarships.'
4. "Reasons for Application"
Specify why you are applying for an admission fees or tuition waiver, or for a deferment, or to register your data for 'University-recommended Scholarships'. Include information about your scholarship status, part-time jobs, sources of living expenses, and future plans.

4. Personal Information Registration Sheet [Form 4]

(1) Your contact information given on this form will be used, for example, to contact you if your application documents are found to have some problems or missing information. It will also be used to notify you of the internal scholarship screening results. Since your YNU Net Address will also be used, make sure to regularly check whether your YNU Net Address can receive messages.

(2) If you change your contact information after applying, report the change to the International Student Support Section or the Financial Support Section. You are responsible for any failure to report changes to the University.

(3) If, after the International Student Support Section or the Financial Support Section asks you to submit a missing document, you fail to submit it by the designated deadline without notifying the Section, your application could be considered invalid.

(4) Telephone numbers (045-339-XXXX) are those of Yokohama National University.
When you receive a call from such a number, be sure to return the call.

5. Family Budget Statement 1 [Form 5]

(1) Applicant's situation

1. "Residential situation"
   Check the relevant box.
   * Tell us whether you plan to move in the fall semester of the 2019-2020 academic year.
2. "Commuting"
   If your family does not live in Japan, check "Home."
   If you live separately from your family living in Japan for your study, check "Other than home."
3. "Visa"
   If you are applying for a scholarship for privately-financed international students, but your visa is not a student visa, change your visa to a student visa.
   You are responsible for changing your visa.
4. "Number of household members"
   Write the number of your household members consisting of you and all your family members living in Japan. * Do not include family members living in your home country or friends living with you in Japan.
   If you have a spouse or children, include them in the number.
5. "GPA"
   This section is for administrative use only. Do not write in this space.

(2) Family members comprising your household

1. "Household" means your family members living in Japan who share living expenses with you, irrespective of whether they live together with you or not. Even if a student (including you) or the primary breadwinner whose residence certificate is separate from that of your household lives separately for study, work, medical treatment, or other reasons, he/she is included in your household.
2. You do not need to write information on your brothers, sisters, grandparents, or other family members who live in Japan, but do not share living expenses with you.
   If anyone stated on the residence certificates of all your household members does not share living expenses with you, circle the relationship section of your residence certificate (e.g. "Brother," "Grandfather," and "Aunt").
3. For an unemployed family member, do not leave the "occupation" section blank, but write "unemployed," "full-time homemaker," or other suitable status in the section.
4. The thick-lined boxes of "Income over the past half year," "Total salary income," and "Total income other than salary income" are filled in only by YNU. Do not write in those spaces.

(3) "Scholarship status" (only for applicants registering their data for 'University-recommended Scholarships.')
   For the "starting month of scholarship entitlement," write the starting month of scholarship entitlement appearing on your scholarship student certificate or other similar documents. Also attach a copy of your scholarship certificate or the like to the Statement.
   * If you are on a scholarship requiring the university's recommendation, you do not need to submit such a certificate.

(4) Tuition waiver status for the spring semester of the 2019-2020 academic year
   Check the relevant box.

6. Family Budget Statement 2 [Form 6]

If your family living in Japan is the household stated on the form, check "Yes."
If your family living in Japan is not the household stated on the form, or your family does not live in Japan, check "No."

(1) "Students excluding the applicant"

1. "Students" means those who study in table below:

Elementary school	Special Support School include.
Junior high school	Lower secondary school and Special Support School include.
High school	Upper secondary school, correspondence course high school, major course, special course and special support school include.
College of technology	major course include.
Specialized training colleges	General courses do not include. Advanced course and specialized course include.
Special Support School	School for the blind, school for the deaf and school for the disabled include.
University	Graduate school, junior college, professional college, special course designated by law, correspondence education department of universities include.Full-time students of the open university of Japan. Non-degree students, part-time students and auditing students do not include.

* Non-degree students, part-time students and auditing students as same as students of the schools which is not certified by Ministry of Education, Culture, Sports, Science and Technology, such as National Defense Academy of Japan is not included as 'Students.' Apply as a family member excluding the employed person.

2. "Commuting"
   For your family members living separately from your household for study, check "Other than home."

3. For high school students and other "students" of higher education, ask their schools to fill out Enrollment Certificates for Application for Financial Support Programs [Form e] and submit them. For elementary and junior high school students, you do not need to submit this Certificate.
   Make sure to use the form of Enrollment Certificate for Application for Financial Support Programs provided by YNU.
   This is because enrollment certificates issued by their schools or copies of their student cards may not include all information necessary for screening.

(2) "Special deduction"

*** A special deduction applies to your family who lives in Japan and shares living expenses with you (it does not apply to your family living in your home country as a general rule).**

1. "Single-parent household"
   Check the relevant box and write the month and year when the event occurred.

2. "Household with a disabled person"
   If your household includes any of the following persons, write his/her relationship with you, name, and other necessary information.
   - Holder of a handbook for the disabled
   - Person certified to have a pollution-related disease or an atomic bomb victim (only if he/she has disabilities)
   - Person suffering mental illness or person certified as an intellectually disabled person
   - Person who is incapacitated and needs complex nursing care
     * Submit a document certifying the condition, such as a copy (containing the latest information) of a handbook for the disabled.

3. "Household with a person under long-term medical treatment"
   Persons under long-term medical treatment are persons who are under medical treatment for six months or longer, or are considered to need medical treatment at the time of your application (limited to those whose total medical expenses within one year before your application are 200,000 yen or more), and whose medical condition can be proved by a medical certificate or otherwise.
   - ❖ Medical expenses include medical treatment expenses, hospitalization expenses (excluding private room expenses, meal expenses, and document expenses), nursing expenses, and expenses of medical supplies for treatment or recuperation for diseases certified by medical certificates.
   - ❖ Medical benefits of health insurance and compensation for damage are not included in medical expenses. You should check the reimbursement system for high-cost medical care because you may receive a reimbursement for such care.
   - ❖ Persons whose medical treatment ended by the time of your application are not eligible for a special deduction.
4. "Household affected by a fire, wind or flood damage, theft, etc."
   Your household falls into this category if your household was victimized by such an event within six months before your application (or within one year before your admission—only for an application for the semester of your admission if you are a new student), and is expected to be in significant need for a long time (two years or longer) due to increased expenditure or decreased income.
   a. Only if materials necessary for daily living or basic means for earning a livelihood (such as paddies, fields, and stores) suffered damage
   b. Amounts covered by insurance, damage insurance, and compensation are not included in the amount of damage.

7. Income Statement (for Applicant) [Form 7]

(1) Check either "Earned" or "Not earned" for whether you have earned any income in Japan since January 2019.

(2) If you check "Earned," write your employers, incomes, and other necessary information in the table below.
   For your income earned since January 2019 (all incomes earned between April 2019 and September 2019), write the amount of actual income earned for each month of receiving the wages, and attach documents certifying the amounts (such as pay slips and copies of your bankbook).
   - ❖ Write "0" for months in which you did not work.
   - ❖ If you no longer have pay slips or withholding certificates or your employer does not issue them, ask your employer to fill out a Certificate of (Expected) Paid Wages [Form a].

Application Results

I. Announcement Dates and Methods, and Payment Deadlines

* To protect personal information, YNU does not post application results on campus bulletin boards. Also, YNU does not send notices of results to individual applicants or accept inquiries by telephone about results.
If you cannot check your results through the Student Information System, go to the Financial Support Section, Student Support Division with student card.

<table>
<tr><th>Application</th><th>Announcement date (scheduled)</th><th>Announcement method</th><th>Payment deadline and debit date</th></tr>
<tr><td>Admission fees waiver/ deferment</td><td>Thursday, October 31</td><td rowspan="2">Student Information System
(Log in to the system with your ID and password to check the results.)

*New students can use the Student Information System after their entrance.</td><td>●If you are awarded a "full waiver" → You do not need to pay your admission fees.
● If your waiver application is "rejected" or you are awarded a "half waiver" or if you apply only for a deferment and
• your deferment application is "rejected"
→Pay your admission fees by Friday, November 29, 2019.
• your deferment application is "accepted"
→ Pay your admission fees by Wednesday, February 26, 2020.
Payment method: Obtain a Payment Slip from the Credit Section, Financial Affairs Division, Finance Department and use the Payment Slip to pay your admission fees at a Japan Post Bank branch.</td></tr>
<tr><td>Tuition waiver/ deferment (for the fall semester)</td><td>Friday, November 29</td><td>● If you are awarded a "full waiver" → Your tuition will not be debited from your account.
● If your waiver application is "rejected" or you are awarded a "half waiver" or if you apply only for a deferment and
your deferment application is "rejected" or you apply only for a waiver
→ Your tuition will be debited from your account on Friday, December 27, 2019.
your deferment application is "accepted"
→ Your tuition will be debited from your account on Thursday, February 27, 2020.
Payment method: Automatically debited from your registered account
* If you apply for the spring and fall semesters at the same time, check your application results for the fall semester.</td></tr>
<tr><td>Data registration for a scholarship requiring the university's recommendation for international students</td><td colspan="3"><u>* Application results will not be announced.</u>
* You cannot receive a scholarship with data registration only. You need to apply for your preferred scholarship separately. Scholarship programs available to you will be announced on campus bulletin boards and the Student Support Section's website.
* Regarding your Data Register for ‘University- recommended Scholarships,’ you do NOT need to submit application documents again in the fall semester if you have made an application <u>for the spring and fall semesters at the same time in the spring semester</u>. However, if you change your student status such as master’s student to doctoral student, it is necessary to submit the application to change your data registration in the fall semester again.</td></tr>
</table>

* The announcement dates are yet to be confirmed and subject to change. If an announcement date is changed, the new announcement date will be announced on campus bulletin board and the Student Support Section's website.

<u>* If you fail to pay your admission fees or tuition by the deadline, you will be expelled.</u>

* The payment method for admission fees is different from that for tuition.

* Once you apply for a waiver or deferment, you will not need to pay your admission fees or tuition until the application results are announced.
  Your tuition will not be debited on the scheduled debit dates.

II. Waivers and Deferments in the Previous Academic Year

(1) Admission fees waiver

Results	Number of applicants	Ratio
Full waiver	0	0.0%
Half waiver	7	70.0%
Rejected	3	30.%
Total	10	100.0%

(2) Tuition waiver

Results	Number of applicants	Ratio
Full waiver	67	14.0%
Half waiver	393	82.2%
Rejected	18	3.8%
Total	478	100.0%

*Shown above are the results of general applications (by international students) for the fall semester of the 2018-2019 academic year. Japanese applicants and applicants under special circumstances are excluded.

*Since the waiver budget changes annually, there is no guarantee that the above ratios will apply to this academic year.

***Since you may need to pay your admission fees or tuition depending on your application results, check the amount you may need to pay, just in case.**

Q&A

Q1. If I apply for an admission fees / tuition waiver, is it guaranteed that I will be awarded the waiver?

A1. It is not guaranteed. You need to undergo academic and financial assessments after your application. After these assessments, you will be notified of your application results—"full waiver," "half waiver," or "rejected."
Since the waiver budget is limited, some successful applicants may not be awarded a waiver if there are many applicants. In this case, these applicants will be awarded a waiver in order of their academic performance.
In case you may not be awarded a waiver, check the amount you may need to pay and the payment deadline.

Q2. Once I register my data for 'University-recommended Scholarships,' is it guaranteed that I can receive such a scholarship?

A2. Your data registration for 'University-recommended Scholarships' does not constitute your application for a scholarship. Scholarships are classified into 'University-recommended Scholarships' and 'Scholarships that you can directly apply' For 'University-recommended Scholarships', the number of applicants that YNU can recommend is limited, so YNU first conducts internal screening. This internal screening uses the basic data you will register with this application form. Unless you register your basic data, you are not eligible for internal screening and cannot apply for 'University-recommended Scholarships'.
You need to first register your data and apply for your preferred scholarship. If you pass internal screening and further screening by the scholarship foundation, you may receive the scholarship.
* For available scholarship programs, check campus bulletin boards and the Student Support Section's website as necessary.

Q3. Are my academic records in my home country taken into consideration?

A3.None of the financial support programs consider your academic records in your home country.

◆If you apply for an admission fees or tuition waiver or deferment
Your academic assessment is based on your entrance examination results and other academic records if you are admitted this academic year, or based on your academic records for the previous academic years and other factors if not.

◆If you apply for data registration for a scholarship requiring the university's recommendation
Your grade point is calculated based on your entrance examination results if you are admitted this semester, or based on your GPA at YNU if not (your academic performance during the spring semester of the academic year 2019-2020 and the previous semesters is taken into consideration).

Q4. I applied for a tuition waiver and data registration for 'University-recommended Scholarships' (for the spring and fall semesters at the same time) for the spring semester. Do I need to do anything for the fall semester?

A4. If you apply for a tuition waiver or deferment as well as data registration for 'University-recommended Scholarships' for the spring and fall semesters at the same time spring, you do not need to reapply in fall of the same year.
However, make sure to check your application results for a tuition waiver in the fall semester. Your application results for the fall semester are not always the same as those for the spring semester.
If there are any major changes on your registered data such as master's student to doctoral student, it is necessary to submit the application in the fall semester again.

Q5. The application deadlines for current students and new students are Friday, October 4, 2019. Does this mean that I can make an application any time before the deadline?

A5. You need to submit your application to the International Student Support Section, International Affairs Division (on the second floor of the Student Center).
(from 8:30 am to 12:45 pm and from 1:45 pm to 5:00 pm, excluding Saturdays, Sundays, and national holidays)
* Applications will not be accepted on Tuesday to Thursday, August 13 to 15, 2019 because it is the summer holidays.
***You are asked to submit your application as early as possible to avoid congestion.**
*Note that you cannot apply for an admission fees waiver or deferment after the admission period.

Q6. I am a research student. Can I make an application?

A6. Research students cannot apply for an admission fees or tuition waiver or deferment. Only regular students or prospective regular students are eligible.
Although you can register your data for 'University-recommended Scholarships,' available scholarship programs are limited.
However, you can apply for a scholarship only available to regular students while you are a research student if you are to be a regular student by the starting month of eligibility for the scholarship.

*If you have any inquiries, please feel free to contact to the International Student Support Section or the Financial Support Section.

Important:

(1) Since YNU will not allow you to inspect the documents you submit, nor will it lend or return them to you, be sure to make copies before submitting them if necessary.

(2) If you give false information or violate the University General Regulations in your application procedure, your application will become invalid.
If such a fact is found after the announcement of your application results, your application will also become invalid.

(3) If you need to submit missing or additional documents or answer enquiries, the International Student Support Section, International Affairs Division or the Financial Support Section, Student Support Division may contact you.

*** If you are a current student, you will receive messages from the Section at your YNU Net Address as a general rule. If you are a new student, you will also receive messages from the Section at your YNU Net Address after admission.**

Make sure that your YNU Net Address can receive messages. Such messages can be forwarded to your mobile phone. For the setting details, see the Information Technology Service Center's website.

When you receive a call from numbers "**045-339-XXXX**," ensure that you return the call.

If you cannot be reached, your application could become invalid.

(4) All the information contained in the application documents you submit will be used only for your screening procedure, and to check your status of residence.

Student Affairs Department of Yokohama National University

International Student Support Section (staff in charge of scholarships for international students), International Education Division

T E L : 045-339-3131 E-MAIL: kokusai.shien@ynu.ac.jp

Financial Support Section (staff in charge of admission fees and tuition waiver and deferment), Student Support Division

T E L : 045-339-3113 E-MAIL: gakusei.keizai@ynu.ac.jp

Address: Yokohama National University, 79-8 Tokiwadai, Hodogaya-ku, Yokohama 240-8501

Website: http://www.gakuseisupport.ynu.ac.jp/

Business hours: from 8:30 am to 12:45 pm and from 1:45 pm to 5 pm (excluding Saturdays, Sundays, national holidays and summer holidays on Tuesday to Thursday, August 13 to 15, 2019