

# Guide to application for Exemption and Deferred Payment of Admission Fee and Tuition Fees for the First Semester in 2023

## 1. Exemption and Deferred payment of Admission Fee

Toyohashi University of Technology is offering a plan for the exemption (partial) and deferred payment of Admission Fee for eligible students based on a review and approval of their application.

※Students who apply for the exemption or deferred payment of Admission fee don't have to make a payment until the announcement of the reviewed results. In case the payment is made before the announcement, the application of Exemption and Deferred Payment of Admission Fee are assumed to be declined.

The following students are eligible to apply:

### **【Eligible Students for Exemption】**

- (1) Students entering the graduate schools, who have difficulty in paying Admission fee for financial reasons and are recognized as academically outstanding. Be aware that the students entering the undergraduate schools are not eligible for financial reasons.
- (2) Students for whom the person responsible for payment of school expenses has died or students or the person responsible for payment have suffered as a result of a natural disaster during the period from April of 2022 to March of 2023, and find it difficult to pay the Admission fee.

### **【Eligible Students for Deferred Payment】**

- (1) Students who have difficulty in paying Admission fee before the due date and are recognized as academically outstanding.
- (2) Students for whom the person responsible for payment of school expenses has died or students or the person responsible for payment have suffered as a result of a natural disaster during the period from April of 2022 to March of 2023, and find it difficult to pay the Admission fee by the due date.

### **【Documents required to apply for exemption and deferred payment of admission fee】**

See the list in the separate sheet.

※Submitted documents can be used for both application for exemption and deferred payment.

### **【Deadline for exemption and deferred payment of admission fee】**

- (1) Students who want to apply should contact the office before the specified time limit on the next page. Successful applicants of the TUT Scholarship Program for Promoting Outstanding Technologists don't have to contact the office.
- (2) Application documents should be submitted to the office by hand or postal mail. If submission by postal mail, documents must be delivered at the office by the deadline for submission. Application after deadline is not accepted for any reason.

Classification of entrance		Entry deadline	Deadline for submission of application
Students entering graduate schools	When entering the graduate school of Toyohashi University of Technology from another university, etc.	February 28 (Thu)	March 10(Fri)
	Entering a Graduate School from Toyohashi University of Technology (submission by hand)	February 28 (Thu)	March 10(Fri)

※If you wish, please check the applicants, make entries for each category, and apply according to the instructions in the return email.

<http://student.office.tut.ac.jp/sien/index.htm>

Application documents should be submitted to:

Life Support Section, Student Affairs Division,

Toyohashi University of Technology, 1-1 Hibarigaoka, Tempaku-cho, Toyohashi 441-8580, JAPAN

### **【Announcement of the results of screening】**

The results of screening are sent to the person responsible for payment of school expenses in late-June 2023 by postal mail. In case of international students, results of screening are sent to the address written on the envelope submitted by the students.

If the application for Exemption and Deferred Payment is not accepted, or partial exemption are accepted, payment of admission fee should be completed by the due date. If the deferred payment is approved, the deadline for payment of the admission fee is August 31, 2023.

※Unless the payment is completed by the due date above, the student will be removed from the register.

## **2. Exemption and Deferred payment of Tuition Fees (for the Second semester in 2023)**

Toyohashi University of Technology is offering a plan for the exemption and deferred payment of tuition fees (whole or partial) for eligible students based on a review and approval of their application.

### **【Eligible Students for Exemption and Deferred Payment】**

- (1) Students who have difficulty in paying tuition fees for the due date and are recognized as academically outstanding.
- (2) Students for whom the person responsible for payment of school expenses has died or students or the person responsible for payment have suffered as a result of a natural disaster within a 6-month period of the due date for payment of tuition for each semester (period from October of 2022 to March of 2023, in the case of newly entering students, the period is increased to one year from the due date; from April of 2022 to March of 2023).

### **【Eligible Students】**

Students of post graduate schools (except research students, non-degree students, repeat students or those exceeding the course terms; however, students who took temporary leave from University for studying abroad or special reasons including sick leave do qualify)

### **【Documents required to apply for exemption and deferred payment of tuition fees】**

See the list in the separate sheet.

※Students who apply for exemption and deferred payment of admission fee at the same time, submit the Tuition Exemption Request Sheet (Form 2) only.

Other documents are not necessary for submission because they are identical with the ones of admission fee.

### 【Deadline of the application for exemption and deferred payment of tuition fees】

①If you wish, please check the entry method in the website, the applicants, make entries for each category, and follow the instructions in the return email to apply.

<http://student.office.tut.ac.jp/sien/index.htm>

②Submission of the application form must be made on the specified dates and times listed below. No application is accepted after the deadline. Only if the student has a good reason, such as attendance at a meeting of an academic society on the day of submission, can the application form be accepted prior to the closing date, on condition that the student notifies the Section of Life Support at the Office of Student Affairs.

Year	Month	Date	Eligible students	Place & Time
2023	March	8 (Wed) 9 (Thu) 10(Fri)	2 <sup>nd</sup> of master course, and 2 <sup>nd</sup> and 3 <sup>rd</sup> doctoral course in April of the 2023 academic year	<u>Hibari Lounge</u> 10:00~11:30 13:30~14:30
2023	April	7 (Fri)	<b>Newly entering students in April of the 2023 academic year;</b> (including those who came from Toyohashi University of Technology) 1 <sup>st</sup> of master course and 1 <sup>st</sup> of doctoral course	<u>Hibari Lounge</u> 15:00~16:00

### 【Announcement of the results of screening】

Result of the screening is scheduled to be announced in late-June by posting on the bulletin board next to A-114 of Lecture Halls.

### 3. Others

For further information on applications, please contact:

Email : [seikatsu@office.tut.ac.jp](mailto:seikatsu@office.tut.ac.jp) or Phone 0532-44-6558

Section in charge: Window No.4, Life Support Section, Student Affairs Office,  
Toyohashi University of Technology