

## 入学料及び授業料免除申請にあたっての注意事項

### Notes on Application for Admission Fee and Tuition Fee Exemption

- 入学料免除及び授業料免除申請を行う留学生は、下記をよく読んだうえで申請を行ってください。
- Those who apply for Admission fee and tuition fee waiver must agree to the following before submitting the application.
- 免除者の選考は、申請者から提出された書類をもとに行います。選考基準を満たさなければ不許可になります。不許可となった時のために、入学料や授業料の支払の準備をしてください。
- Selection of exempt applicants will be based on the documents submitted by the applicant. If the applicant does not meet the selection criteria, the application will be rejected. Be prepared to pay the entrance and tuition fees in case of denial.
- 申請は最新の様式を加工せずに使ってください。PDF を加工してレイアウトが崩れたものや、過去の様式で提出した場合は、書類不備により申請を受け付けできません。
- Applications should be submitted using the most recent forms without processing; applications submitted in PDFs with corrupted layouts or in past forms will not be accepted due to incomplete documentation.
- 虚偽の申し出、受給した奨学金の未記入、通帳を全て提出しない等、正当に申し出を行っていないことが発覚した場合、その時点で不許可になります。許可を出した後に不正が発覚した場合は遡って取消になりますのでご注意ください。
- If it is discovered that you have not made a legitimate offer, such as making a false offer, failing to fill out the scholarship received, or not submitting all of your bank books, your offer will be denied at that time. Please note that if any irregularities are discovered after the approval has been granted, the application will be cancelled retroactively.
- 申請理由の記述が不十分である場合、不許可になります。
- If the statement of reasons for the application is found to be insufficient, the application will be disapproved.

- 申請に必要な証明書類等を、理由なく用意できない場合、書類不備により申請を受付できません。
- If you are unable to provide the required certification documents, etc. without a reason, your application will not be accepted due to incomplete documentation.
- 修業年限を超えた場合は原則申請を行う事はできません。特別な事情がある場合は事前に学生課に相談してください。
- If you have exceeded the period of study, you will not be allowed to apply unless there is a reason to be considered. If you have special circumstances, please consult with the Student Affairs Section in advance.
- エントリー期間内にデータが登録された方を申請対象者とします。学生課で登録が確認できない場合は対象者として取り扱うことはできません。
- Those whose data is registered within the entry period will be considered as eligible applicants. If registration cannot be confirmed by the Student Affairs Division, the applicant will not be treated as eligible.
- 自分の要求が通るまで居座り続ける等、不当な行為を行った場合はその場で申請を取り消します。
- In the event of unreasonable behavior, such as sitting on the application until one's request is granted, the application will be canceled on the spot.

**【重要 important notification】**

TUT-DC採択者については、研究奨励費に授業料分の支援が含まれることから、授業料免除の申請対象外として扱います。

TUT-DC recipients are not eligible to apply for tuition exemption, since the tuition support is included in the research incentive fee.

# Guide to application for Exemption and Deferred Payment of Admission Fee and Tuition Fees for the Second Semester in 2026 (International Student)

2026 年度後期分入学金・授業料免除・徴収猶予申請の手引き (外国人留学生)

## 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.

### 1. 入学金の免除・徴収猶予について

豊橋技術科学大学では、入学審査により入学金を免除（一部）または猶予する制度があります。

※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.

入学料免除・徴収猶予を申請された方は、審査結果発表まで納入の必要はありません。合格発表前に入学金を支払った場合は、入学金免除・徴収猶予の申請を辞退したものとみなします。

The following students are eligible to apply:

応募資格は以下の学生です。

### 【Eligible Students for Exemption】

#### 免除の対象となる学生

(1) Students entering the graduate schools in 2026 October, 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.

(1) 2026 年 10 月に大学院に入学する者で、経済的理由により入学料の納入が困難であり、かつ学業優秀と認められる者。なお、学部入学者は経済的理由による選考は行いません。

(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 October of 2025 to September of 2026, and find it difficult to pay the Admission fee.

(2) 2025 年 10 月から 2026 年 9 月までの間に、学資負担者が死亡し、または学生もしくは学資負担者が天災により被災し、入学料の納入が困難となった者。

### 【Eligible Students for Deferred Payment】

#### 徴収猶予対象者

(1) Students entering the graduate schools in 2026 October, who have difficulty in paying Admission fee before the due date and are recognized as academically outstanding.

(1) 2026 年 10 月に大学院に入学する者で、入学料の納付期限までに納付することが困難であり、かつ学業優秀と認められる者。

(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 October of 2025 to September of 2026, and find it difficult to pay the Admission fee by the due date.

(2) 2025 年 10 月から 2026 年 9 月までの間に、学資負担者が死亡し、または学生もしくは学資負担者が天災により被災し、入学金を期日までに納入することが困難となった者。

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

### 入学金免除・徴収猶予申請時に必要な書類

See the list in the separate sheet.

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

別紙一覧表をご参照ください。

※提出書類は、免除申請と徴収猶予申請の両方に使用できます。

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

### 入学金免除・徴収猶予の締切日

Students who wish to apply should send an e-mail to the Student Affairs Section by **August 21**, stating your name, examination number, and reason for applying. If you wish to apply for a tuition fee waiver, please also submit your request. If the e-mail is received correctly, the university will reply to you, so be sure to check your e-mail.

申請を希望する学生は、8月21日までに学生課生活支援係までEメールを送ってください。Eメールには、氏名、受験番号、申請理由を明記してください。授業料免除の申請を希望する場合は、併せて申し出てください。Eメールを正しく受信した場合には、大学から返信をしますので、必ず確認してください。

**E-mail To : seikatsu@office.tut.ac.jp**

## 【Announcement of the results of screening】

The results of the review will be notified in November 2026.

If your application for an exemption or deferral is denied, or if only a partial exemption is granted, please pay the enrollment fee by the payment deadline (within 14 days of the effective date of the notification)

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

Even if you are an international student, you may not necessarily be exempted or granted permission for deferred payment, so please be prepared to pay your admission fees.

審査結果は、2026年11月に通知します。

免除・猶予申請書が受理されなかった場合、または一部免除が認められた場合は、期日まで(通知発効後14日以内)に入学金を納付してください。

上記期限までに納入がない場合は、除籍となります。

留学生であっても、免除や延納許可がおりるとは限りませんので、学費の支払いができるように準備してください。

## 2. Exemption and Deferred payment of Tuition Fees (for the Second semester in 2026)

### 2.授業料の免除・延納（2026年度後期分）について

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.

豊橋技術科学大学では、申請者の審査・承認に基づき、対象者の授業料（全額または一部）を免除・徴収猶予する制度を設けています。

## 【Eligible Students for Exemption and Deferred Payment】

### 免除・徴収猶予の対象者について

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) and who meet one of the following conditions.

大学院生（研究生、科目等履修生、留年生、修業年限を超える者を除く。ただし、留学や病気休暇などの特別な理由により休学した者は対象）かつ次のいずれかに該当する者。

(1) Students who have difficulty in paying tuition fees for the due date and are recognized as academically outstanding.

(1) 授業料の納付が困難な者で、学業優秀と認められる者。

(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 April 2026 to September 2026, in the case of newly entering students, the period is increased to one year from the due date).

(2) 各学期の授業料納付期限から 6 ヶ月以内に、学資負担者が死亡し、又は学生若しくは学資負担者が天災により被害を受けた者（2026 年 4 月から 2026 年 9 月までの期間、新入生については、納付期限から 1 年に延長。）

**【重要 important notification】**

TUT-DC採択者については、研究奨励費に授業料分の支援が含まれることから、今回の申請から授業料免除の申請対象外として取り扱います。

TUT-DC recipients are not eligible to apply for tuition exemption from this application, since the tuition support is included in the research incentive fee.

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

**授業料免除・徴収猶予申請時に必要な書類**

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. 別紙一覧表を参照してください。

授業料免除と入学金延納を同時に申請する場合は、授業料免除申請書（様式 2）のみを提出してください。その他の書類は入学金と同一のため、提出の必要はありません。

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

**授業料免除・延納申請期限について**

① If you wish to apply, please register by **September 10** using the dedicated form and follow the instructions in the reply e-mail to complete the application process.

<https://forms.gle/eXopfdw9NWRHw71x7>



申請をご希望の方は、9 月 10 日までに専用フォームから登録を行い、返信メールの指示に従い申請手続きを行ってください。

②Please submit the application documents on the date and time specified below or by mail. In the case of postal mail, registered mail, etc., that arrives on **September 17** will be considered valid. No applications will be accepted after the deadline.

以下の指定された日時に申請書類を提出するか、郵送で提出してください。郵送の場合、9 月 17 日に到着した書留郵便等も有効とみなされます。期限を過ぎた申請は受け付けません。

| Year | Month     | Date                             | Eligible students                                                     | Place & Time                                       |
|------|-----------|----------------------------------|-----------------------------------------------------------------------|----------------------------------------------------|
| 2026 | September | 15 (Tue)<br>16 (Wed)<br>17 (Thu) | <b>master course, and doctoral course<br/>(international student)</b> | <u>Hibari Lounge</u><br>10:00～11:30<br>13:30～15:00 |

### 【Announcement of the results of screening】

#### 審査結果発表

The results of the judging will be announced in November.

審査結果は、11 月に発表する予定です。

### 3. Others

For further information on applications, please contact: [応募に関する詳細はこちらまで](#)

Email : [seikatsu@office.tut.ac.jp](mailto:seikatsu@office.tut.ac.jp) or Phone 0532-44-6559

Section in charge: Window No.4, Life Support Section, Student Affairs Office,

Toyohashi University of Technology

1-1 Hibarigaoka, Tenpaku-cho, Toyohashi, Aichi 441-8580, Japan

Documents to be submitted (International Student)

提出書類一覧表 (外国人留学生)

Documents to be submitted by all applicants. If you do not have these documents at the time of application, we will not accept the reception. Any omissions or false declarations will be excluded from the application.

申請者全員が提出するもの。申請時にこれらの書類が記入された状態で揃っていない場合は受付を受理できません。申告漏れや虚偽申告があった場合は申請から除外されます。

All forms can be downloaded from the URL provided after registering for the entry form.

すべての様式はエントリーフォームに登録後お知らせするURLからダウンロードできます。

1. Required Documents (To be submitted by all participants)

必須書類 (全員が提出)

| Documents 提出書類                                                                                                                                                                                                                                                  | Important Notes 注意事項                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| List of documents submitted (Form1)<br>提出書類一覧表【様式1】                                                                                                                                                                                                             | ・ Write your affiliation and name.Put [○] on the left side of the list.<br>所属と氏名を記載し、申請時に提出する書類 (左側のみ) に「○」を付けて提出してください。                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Application for Admission Fee Waiver (Form2)<br>入学料免除申請書【様式2】                                                                                                                                                                                                   | ・ Please note that any discrepancies with the facts or reasons that are not specific will not be considered.<br>事実との相違や具体性のない理由の場合選考対象外となりますのでご注意ください。                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Application for Tuition exemption (Form2)<br>授業料免除申請書【様式2】                                                                                                                                                                                                      | ・ If you wish to apply for admission fee waiver and tuition fee waiver, you must submit an application form for each.<br>Please note that any discrepancies with the facts or reasons that are not specific will not be considered.<br><br>入学料免除と授業料免除を申請する場合はそれぞれに申請書の提出が必要です。事実との相違や具体性のない理由の場合選考対象外となりますのでご注意ください。                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Katei chōsho<br>Family Questionnaire (Form3)<br><br>家庭調査【様式3】                                                                                                                                                                                                   | ・ Please fill this out based on the situation as of October 1, 2026.<br>2026年10月1日現在の状況で記入してください。<br><br>・ If you are applying for both the admission fee and tuition, one application form is sufficient.<br>入学料と授業料の両方を申請する場合は1通で構いません。                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Keizai Jyokyo Shinkoku Sho (Form4)<br>Declaration form of financial situation<br>経済状況申告書【様式4】<br><br>①If you did a part-time job last year<br>前年度にアルバイトを行っていた場合<br><br>②If you are currently working part-time at the time of application<br>申請時現在アルバイトを行っている場合 | ・ Total income and total expenses should match.<br>収入と支出の合計金額を必ず一致させてください。<br><br>①Please also submit a copy of your withholding tax statement(Income at this university can be issued by the Personnel Section) or copies of your pay stubs for the entire year.<br>源泉徴収票の写または1年分の給与明細書の写を提出<br><br>②Please also submit a Certificate of Estimated Salary (Form 5) or copies of one year's worth of pay stubs.<br>給与 (見込) 証明書 (様式5) または1年分の給与明細書の写を提出                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Copy of Resident Card<br>在留カードの写                                                                                                                                                                                                                                | Copy of your Residence Card<br>在留カードの写                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Certificate of income and taxation<br>For the whole family living together in Japan<br>※Excluding students and those not yet of school age<br><br>所得・(非)課税証明書<br>(日本で一緒に住んでいる家族全員分)<br>※就学者および就学以前の者は除く                                                         | ・ Documents issued by the municipal office. Documents showing the breakdown of income and income, the breakdown of income deductions, the number of dependents deductions, and the amount of municipal and prefectural taxes.<br>Issued within 3 months of the date of application<br><br>※If you do not have a resident registration in Japan as of January 1 of the application year: This document cannot be issued, so there is no need to submit it.<br>※If you had a resident registration in another municipality as of January 1 of the application year: Please obtain this document from the municipal office where you were registered before moving.<br><br>市町村役場発行のもの。収入・所得の内訳、所得控除内訳、扶養控除人数、市民税・県民税額が記載されている書類。<br>(申請日の3ヶ月以内に発行されたもの)<br>※申請年の1月1日時点で日本に住民票がない場合：発行不可のため提出不要。<br>※申請年の1月1日時点で他の市区町村に住民票があった場合：転居前の役所で取得してください。                                                                                                                                                                                                                                                                         |
| A copy of your bank passbook<br>(Make a note so that you can see the bank name. For the past 1 year)<br><br>全ての預金通帳の写(銀行名がわかるようにメモしてください)                                                                                                                       | ・ Proof of your living condition(Balance of payment for the past 1 year)<br>・ If it is discovered that you have an undeclared bankbook, your application will be denied due to incomplete documentation.<br>・ If you haven't updated your passbook for a while, amounts may be displayed in aggregate (e.g., "Total" or "Lump Sum"), and you may not be able to view detailed transaction history.<br>If your passbook contains entries such as "Total," please visit your bank's branch and request a "transaction statement for the past year (showing itemized details)."<br>Please submit the statement you receive along with a copy of your passbook.<br>※If you use online banking, you may also submit transaction details (in PDF format, etc.) covering the past year.<br><br>・ 1年間の生活状況 (収入・支出) が確認できるもの。<br>・ 申告していない通帳があることが判明した場合、書類不備により不許可となります。<br>・ しばらく通帳を記帳していない場合、金額がまとめて表示され (「合算」「一括」など)、詳しい入出金履歴が確認できないことがあります。<br>通帳に「合算」などの記載がある場合は、ご利用の銀行の窓口へ行き、「過去1年間分の取引明細 (内訳がわかるもの)」を発行してもらってください。<br>発行してもらった明細書を、通帳のコピーと一緒にご提出ください。<br>※WEB通帳 (ネットバンキング) を利用している方は、過去1年間分の取引明細データ (PDF等) の提出でも構いません。 |

2. Documents to be submitted if applicable

該当する場合に必ず提出するもの

| Conditions 条件                                                                                                                                                                                                                          | Documents 提出書類                                                                                                                                                                                     | Important Notes 注意事項                                                                                                                                                                     |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| If you have received financial support such as scholarships for fiscal 2025 year<br>前年度（2025年度）に奨学金等経済的支援を受けていた場合<br><br>※The 2026 Japanese Government(MEXT) Scholarship Student is not eligible for application.<br>2026年度国費留学生は申請対象外 | Copy of Appointment letter of scholarship<br>奨学金採用通知書の写<br><br>※No need for past Mext・Jasso scholarship<br>Mext,Jasso奨学金は不要                                                                        | If it is difficult to submit a copy of the letter of employment, a copy of the document that proves the annual payment in lieu of it.<br><br>採用通知書の写を提出することが困難な場合は、それに代わり年間支給額が証明できる書類の写 |
| If your family members are working in Japan<br>父母・夫・妻・兄弟姉妹等が日本在住で働いている場合                                                                                                                                                               | ○Copy of Alien Registration card<br>在留カードの写                                                                                                                                                        |                                                                                                                                                                                          |
|                                                                                                                                                                                                                                        | ◎Certificate of income and taxation<br>所得・（非）課税証明書                                                                                                                                                 | Issued by City Hall<br>市町村役場発行のもの                                                                                                                                                        |
|                                                                                                                                                                                                                                        | ○copy of Withholding exemption certificate (Gensen-choshu-hyo) 2025<br>源泉徴収票の写 (2025年分)                                                                                                            | Issued by the employer<br>勤務先発行                                                                                                                                                          |
|                                                                                                                                                                                                                                        | ※If you do not have the documents listed above, please submit them.<br><br>◎Salary certificate (Form5)<br>給与(見込)証明書（様式５）<br>○Copy of latest payment slip for the last 2 months<br>最新の給与明細書(２か月分)の写 | ※In case of no withholding exemption certificate<br>源泉徴収票が無い場合<br><br>Issued by the employer<br>勤務先発行                                                                                    |
| If your family members are in Japan but not working<br>父母・夫・妻・兄弟姉妹等が日本在住でも働いていない場合                                                                                                                                                     | ○Copy of Alien Registration card<br>在留カードの写                                                                                                                                                        |                                                                                                                                                                                          |
|                                                                                                                                                                                                                                        | ◎Unemployed and no income application form (Form9)<br>無職無収入申出書（様式９）                                                                                                                                | Current living condition should be stated in detail<br>現在の生活状況を詳しく書くこと                                                                                                                   |
| If your family members are studying in Japan<br>夫・妻・兄弟姉妹等が日本の大学等に在籍している場合<br><br>※High school students and older only<br>高校生以上                                                                                                         | ◎Student Registration Certificate (Form13)<br>授業料免除申請用(在学)証明（様式13）                                                                                                                                 | ・ Published by the school 在学校発行<br>・ Issued on or after August 1, 2026 2026.8.1以降発行のもの<br>・ Not required if your family is a student at Toyohashi University of Technology 本学学生の場合は不要    |

3. Important Notes 注意事項

Please Read Carefully

- ・ Application after the application period is NOT accepted for any reason. So strictly adhere to the application period.
  - ・ Some of the documents must be original. Please check "◎" or "○" on the list. "◎" = Original copy, "○" = copy
  - ・ Documents once submitted are never returned, so be sure to make copies of all documents.
  - ・ All documents must be A4-size.
  - ・ If you have any questions about applications, ask Student Affairs Division to clarify the unclear points and make documents ready for application in time .
  - ・ Since it may take some time to issue the documents, please allow plenty of time to prepare.
  - ・ If you cannot submit the documents during the application period, you have to contact counter No.4 of Student Affairs Division in advance and submit all documents before application period.
- ・ 受付期間終了後の受付はできません。  
・ 提出書類について、◎は原本、○はコピー（写し）を提出してください。  
・ 提出書類は返却しないので、必ずコピーを保存してください。  
・ 提出書類は、A 4サイズより小さなものは合紙に貼付け又はコピー等してA 4サイズに統一。  
・ 提出書類がわからない等不明な点は、必ず事前に生活支援係に確認し、受付日には 該当書類を揃えて提出してください。間違った判断により書類の提出が遅れ、審査対象外とならないよう充分注意してください。  
・ 書類発行に期間がかかる場合があるので、余裕を持って準備にかかってください。  
・ 学会発表等正当な理由により、受付期間内に書類提出ができない場合は、必ず事前に連絡の上、受付期間前に提出してください。