

## Information on 2018 Spring Tuition Fee Exemption application

WEB exemption application begins at the all campus from 2018 spring. Along with this, there are significant changes in application period and application method, so please check the following schedule before you apply.

Please note that the application schedule for those who plan to go on to graduate school master's or doctoral courses from April will be different, so please follow the instructions enclosed in the enrollment procedure documents.

**Schedule** ※ Application cannot be accepted after application period is over. Please be sure to observe the application period.

Access the link of the student portal system (campus-mate) "**Kyushu University Enrollment Fee Exemption and Deferment application system / Tuition Fee Exemption application system**"

and log in using SSO-KID · PW and complete each application within the instructed time period.

※ You cannot proceed the next application unless each application is completed! Application for tuition fee exemption will be completed upon the completion of STEP 2.



1student portal system

### [Application contents pre-check]

**Graduate students : February 5 (Mon)-February 21 (Wed) 9:30-18:00 (Excluding Saturdays, Sundays and holidays)**

**Undergraduate students : February 22 (Thu)-March 9 (Fri) 9:30-18:00 (Excluding Saturdays, Sundays)**

In order to apply smoothly via WEB, we will check the details of your application and necessary documents at the windows. Please carefully read the guide book and bring the necessary documents which you can prepare, and then receive pre-check at the window. **Those who plan to go on to graduate school master's or doctoral courses from April can also receive pre-check during this period.**

### [Step1 (Registration) ] Application Period : March 12 (Mon) - March 29 (Thu)

Follow the instructions on the screen and enter the information of your family and household. After entering all the information, you can print out "Application" and "Pledge".

### [Step2 (Application and submission of required documents) ]

**Application Period : March 12 (Mon)-March 30 (Fri) 9:30-18:00 (Excluding Saturdays, Sundays and holidays)**

Please submit the "Application Form", "Pledge", and the prepared "Form · Certificate Documents etc" at the following window. We will accept reception on the window and hand out the reception form. In principle, the applicant himself/herself must submit all the documents to the window. If it is difficult by all means, please contact the person in charge in advance.

## Document submission windows

• Administrative Office (Design) Student Affairs Section

For more details, please check this URL. → URL : <http://www.kyushu-u.ac.jp/ja/education/fees/exempt02/>