

Orientation of Application for Tuition Fee Exemption 2020

We will explain important points about the application along with “**Application Guidebook for Enrollment Fee Exemption/Deferment and Tuition Fee Exemption in Spring Semester 2020** (hereinafter called “Guidebook”)” shown on Kyushu University Website.

<https://www.kyushu-u.ac.jp/en/education/fees/exempt02>



Application Rules (page 1 of Guidebook)

- Students themselves have to have responsibility on their application.
- Complete all application steps by the deadlines.
- Be sure to respond to emails and phone calls from the university. etc.

Application Process for Exemption (page 2 to 3 of Guidebook)

1. Confirmation of Application Eligibility (page 4 of Guidebook)

- If you exceed the standard study term or repeated a year, please ask the inquiry counter (page 10) in advance whether you can apply for the exemption with special reasons.

2. Provisional Application (Newly-enrolled student (entered in April 2020) only) ...at the enrollment procedure

- Submit “Provisional Application” with other enrollment procedure documents.

3. Preparation of Required Documents (page 5 to 6 of Guidebook)

- Prepare required documents such as “International Student Budget Report (Form1)”, “Room Rental Agreement”, “Payment Slip of your part-time job” and others.
- Use forms shown on Kyushu University website as required.
- Print out “Application Form” after entering your information on Application System and make it enlarged in A3 size of landscape orientation by a photocopier.

4. Pre-check of Application Contents...Middle to late February (Newly-enrolled students: Early to middle April)

- If you have any question about the required documents, we recommend you to come to the inquiry counter for pre-check.

5. Application Step1 (Web Registration) (page 7 to 9 of Guidebook) ... February 17 to March 12 (Newly-enrolled students : April 3 to April 16)

- You can login Application System from Student Portal System. (*It is not accessible by mobile phone.)
<https://ku-portal.kyushu-u.ac.jp/campusweb/top.do>
- When entering income information, please refer to “How to enter (Reference)” shown on Application System.
- International students do not need to enter your parents’ income and family’s information. (If your family lives in Japan, you need to enter their information.)



6. Application Step2 (Submission of Documents) ...February 17 to March 13 except weekends and holidays (Newly-enrolled students :Early to middle April Please check the information documents of the entrance procedure.)

- Submission counter is your department’s exemption counter (page 10 of Guidebook).
- Submit the required documents three days before the deadline since you have to correct all documents’ insufficiencies during the application period.
- If you cannot submit some documents by the deadline, please submit Application Form and other prepared documents in advance and consult at the submission counter.

7. Result Notification ...Enrollment Fee Exemption/Deferment: notified late June, Tuition Fee Exemption for Spring Semester: notified late July

- The results are notified on Student Portal System.

Questionnaire on Application for Tuition Fee Exemption

We have started to use an application system for the tuition fee exemption from 2018. For improving the application process easier and clearer, we would like to know your opinion about the application process. Please answer the questionnaire on application for Tuition Fee Exemption.

Please answer on the following website by February 20.

<https://q.s.kyushu-u.ac.jp/g6-Lf7dRza/>

