Application Procedure for the Second Half of 2020
◇Tuition Fee Exemption / Deferred Payment◇

1. Application Process

【How to apply】
The University of Tokyo accepts applications for tuition exemptions/deferred payment that are sent through the post ONLY. We currently do not accept applications at the counter. When applying by post, please send the applications using registered mail “簡易書留郵便” (kan'i kakitone yubin).

For applicants outside Japan, please ask someone to act as a domestic proxy for the above mailing procedures. In this case, please also enclose a letter of proxy (with your name and seal/signature) entrusting the proxy with the application (available on our website.)

Applications submitted after the closing date will not be accepted whatever the reason. Please prepare the documents well in advance and apply as early as possible.

【Application Period】
Application documents must be postmarked by the last day of the application period and arrive by 2 business days later.

① Current students (undergraduate/postgraduate students enrolling in the same course as 2019)

② Students entering in September 2020
Admission procedure period of their affiliated department or graduate school
※Application is open until (Wed) October 7 for those applying only for the exemption and deferred payment of tuition fees.

【How to get application forms】
Please download the application forms from the URL below after July 31:
https://www.u-tokyo.ac.jp/en/prospective-students/tuition_fees.html
※ If you apply for tuition fee exemption, the payment of tuition fee will be deferred until the result is determined in the middle of January even without you applying for deferred payment.

2. Notification of selection results

The result of the selection for the Second Half will be notified through the UTokyo Academic affairs System (UTAS) around the middle of January. Please log in to UTAS and check the result. If no notification is shown by the end of January, please contact the Scholarship Team, Student Scholarship and Welfare Group.

※ If exemption is granted, depending on the situation of the family finances, the exemption will be half or full value of the tuition fees.

3. Precautions

(1) Those who applied for tuition fee exemption last year (academic year 2019) and who wish to receive exemption this year (academic year 2020) must reapply. (Please note that selection result is not automatically carried over to the following year)

(2) Payment of tuition by persons applying for tuition exemption or deferred payment will be deferred until the results of the screenings are determined (bank account withdrawal of persons who registered a bank account for tuition withdrawals is also deferred). However, please note that eligibility will become invalid if an applicant pays the relevant fees before the results are determined.

(3) Applicants who already submitted the applications for the First and Second Half together (during the submission period for the first half) they do not have to submit an application for the Second Half again. However, applicants to whom any of the following conditions apply must resubmit their application during the application submission
period for the Second Half.

- Cases where the information (family, study or household budget) provided in the application on April 1 has changed by October 1.
- Cases where the applicant has changed programs in September.
  (example: cases where the applicant completes the Master’s program in September and enters the doctoral program in September)
- Cases where the applicant was expected to graduate or complete the program but continues to be enrolled beyond the program duration.

(4) A deferred payment plan is also available for tuition fee if you hope to receive a further deferment. In that case, please submit an application form for deferred payment. (This is different from the form for exemption.)

Contact Information
Scholarship Team of the Student Scholarship and Welfare Group
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