

Guidelines for Fall Term 2025 Tuition Fee Exemption (For Privately-financed International Students)

1. Students eligible for exemption from tuition fee

*Students without a foreign student visa should submit the application according to the guidelines for Japanese students.

- (1) Those who are deemed to be excellent students and who have difficulty in paying the tuition fee due to financial hardship.
- (2) Those who have difficulty in paying the tuition fee due to either of the following conditions that occurred within last 6 months before October 2025 (within one year for students enrolled in October 2025)
 - A person responsible for paying tuition fee died.
 - A student or a person responsible for paying tuition fee was damaged by natural disasters.
- (3) Those who are recognized by the president to have the same eligibility as the mentioned above. The following students are not eligible for tuition fee exemption.
 - 1) Those who have not yet paid the spring term tuition fee for 2025
 - 2) Those who have already paid the fall term tuition fee for 2025
 - 3) Those who have not been able to proceed to the next grade and are repeating the same year.

※Please consult with us if you extend your studies due to the delay in entering Japan as a result of COVID-19 infection.

※Due to limited funding for the operation of the exemption program, not all eligible students may receive exemption.

2. Amount of exemption

Full or partial amount of tuition fee will be exempted for those whose applications have been approved.

3. Submitting application forms

You must prepare

- (1) Documents that all applicants must submit
 - (2) Documents necessary for confirming your household financial situation
 - (3) Certificates necessary for receiving special deduction

Please read the instructions below carefully and apply **with all the necessary documents**.

※ The materials with (*copy) marks should be submitted in **A4** size for clarity.

(1) Documents that all applicants must submit

Required documents	Remarks
'Application for Tuition Fee Exemption'	Available from NAIST website (Internal Only) (Early October 2025)
'Household Financial Situation'	

(2) Documents necessary for confirming your household financial situation

In cases where applicants or their family members who live in Japan fall under any of the conditions below, applicants must attach the following documents.

Condition	Required Certification	Issuer
Applicants or their family members receive salary or other income (including part-time employment)	○(*copy) Certificate of Income and withholding tax for 2024 or payment slips for last 3 months for part-time workers without this certificate	Employers
Applicants or their family members receive salary or other income (including part-time employment) and have changed their place of employment or been newly employed from January 2 nd in 2024	○(*copy) Certificate of Income and withholding tax for 2024, Certificate of expected monthly or annual salary issued and verified by the employer. 【Appendix No. 1】 ※ 1 The above two items or payment slips for last 3 months for part-time workers without this certificate	
Applicants or their family members have retired/ resigned after January 1 st , 2024	Certificate of retirement / resignation 【Appendix No. 2】 ※ 1	
Applicants or their family members receive or will receive a scholarship which need not be repaid.	Documents certifying the scholarship (*copy of scholarship notification indicating monthly or annual amount) (only benefit type scholarships)	
Applicants or their family members with other additional income	Please submit papers to prove the amount of the income.	

※ 1 Please ask your employers to issue certificates using the prescribed forms. However, certificates which meet prescribed requirements may be accepted as a substitute.

(3) Certificates necessary for receiving special deduction

In cases where applicants or their family members who live in Japan fall under any of the conditions below and wish to receive special deduction, applicants must include the following documents.

Condition	Required Certification	Issuer
For applicants with family members attending school ※When spouse and children are students		
(1) National University or National College of Technology	○Certificate of student enrollment and Certificate of Tuition Fee Exemption Application Status 【Appendix No. 3】	Educational institution
(2) Foreign, private or public high school or university (including graduate school)	○Certificate of student enrollment (*copy of student ID card also acceptable. The issue and expiration date must be visible.)	Educational Institution
(3) Special training school	○Certificate of student enrollment and Certificate of Tuition Fee Exemption Application Status 【Appendix No. 3】 (*copy of student ID card also acceptable. The issue , expiration date and enrollment process must be visible.)	
(4) Elementary or junior high school	No certification required	

6. Privacy policy

Personal information acquired in this application will only be used for the purpose of processing the exemption & postponement of enrollment fees and exemption from tuition fees.

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