

# Application Guidelines for Tuition Assistance (Reduction) Program for Privately Financed International Students AY 2023

## 1. Eligibility (Applicants must meet all of the requirements below.)

<b>Requirements</b>	<p>(1) Students with high motivation, outstanding academic results but who have difficulties in attending school for financial reasons</p> <p>(2) Privately financed international students enrolled in a regular course at Meiji University (excluding exchange students)</p> <p>(3) Students who hold a valid “student” residence status as of April 26, 2023 (Wednesday)</p> <p style="margin-left: 20px;">※ If you do not have a valid “student” residence status as of Wednesday, April 26, 2023, you must meet one of the following requirements</p> <p style="margin-left: 40px;">A) Students who have applied for COE at the International Student Office by 5:00 p.m. on Wednesday, April 26, 2023.</p> <p style="margin-left: 40px;">B) Students who have applied for the procedures to obtain “student” resident status by 5:00 p.m. on Wednesday, April 26, 2023. (Extension of Period of Stay, Change of Resident Status).</p> <p style="margin-left: 20px;">※ Students who do not have “student” residence status due to participation in study abroad programs admitted by Meiji University are eligible.</p> <p>(4) <u>Students who attain scores for their latest cumulative GPA as set out below:</u>  <u>Undergraduates: 2.00 or above / Graduates: 3.00 or above</u>  <u>For the Graduate School of Professional Accountancy only: 1.70 or above</u></p> <p style="margin-left: 20px;">※ Not required for newly admitted students</p> <p>(5) For undergraduates who have earned more than 20 credits in AY2022</p> <p style="margin-left: 20px;">※ <u>No credit requirement applies for newly admitted undergraduate/graduate students.</u></p> <p style="margin-left: 20px;">※ For those enrolled in fall semester of AY 2022, credits earned in AY2022 must be 10 or more.</p> <p style="margin-left: 20px;">※ For those re-enrolled in the AY 2023, credits earned in the previous academic year in which the student was enrolled must be 20 or more. If the enrolled period for the previous academic year was 1 semester, credits earned must be 10 or more.</p> <p>(6) Students who fall under the relevant conditions below at the time of April 26, 2023</p> <p style="margin-left: 20px;">A) <u>If the applicant is in Japan and their financial supporter is living outside Japan</u>, the amount of allowance sent from the financial supporter needs to be less than JPY 90,000 per month on average. (Excluding admission and tuition fees)</p> <p style="margin-left: 20px;">B) <u>If the applicant and their financial supporter are both living in Japan</u>, the annual income of the supporter needs to be less than JPY 5,000,000.</p> <p style="margin-left: 20px;">C) <u>If the applicant and their financial supporter are both living outside Japan</u>, the annual income of the supporter needs to be less than JPY 7,000,000.</p> <p style="margin-left: 20px;">※ The standard amounts for B) and C) are based on the assumption that there are four people in the household. If there are more than five people in the household, please refer to the table below.  The annual income of the financial supporter must conform to the following amounts converted into Japanese yen.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th style="text-align: center;">No of people in household</th> <th style="text-align: center;">Residence place of applicant and financial supporter at the time of online application</th> <th style="text-align: center;">Income</th> </tr> </thead> <tbody> <tr> <td rowspan="2" style="text-align: center;">5 people</td> <td style="text-align: center;">Both living in Japan</td> <td style="text-align: center;">Less than 7 million yen</td> </tr> <tr> <td style="text-align: center;">Both living outside Japan</td> <td style="text-align: center;">Less than 9 million yen</td> </tr> <tr> <td rowspan="2" style="text-align: center;">6 people</td> <td style="text-align: center;">Both living in Japan</td> <td style="text-align: center;">Less than 9 million yen</td> </tr> <tr> <td style="text-align: center;">Both living outside Japan</td> <td style="text-align: center;">Less than 11 million yen</td> </tr> <tr> <td rowspan="2" style="text-align: center;">7 people</td> <td style="text-align: center;">Both living in Japan</td> <td style="text-align: center;">Less than 11 million yen</td> </tr> <tr> <td style="text-align: center;">Both living outside Japan</td> <td style="text-align: center;">Less than 13 million yen</td> </tr> <tr> <td rowspan="2" style="text-align: center;">8 people</td> <td style="text-align: center;">Both living in Japan</td> <td style="text-align: center;">Less than 13 million yen</td> </tr> <tr> <td style="text-align: center;">Both living outside Japan</td> <td style="text-align: center;">Less than 15 million yen</td> </tr> </tbody> </table> <p>(7) Students who are not scholars of the “Meiji University International Students Incentive Scholarship Program” or the “Meiji University Special Grant for Privately Financed International Students”</p> <p>(8) Students who are not repeating a school year or not on a leave of absence in spring semester of AY 2023.</p> <p style="margin-left: 20px;">※ Students who repeat a year due to a leave of absence in the previous academic year may be eligible. Please consult with the International Student Office <u>in advance</u>.</p>	No of people in household	Residence place of applicant and financial supporter at the time of online application	Income	5 people	Both living in Japan	Less than 7 million yen	Both living outside Japan	Less than 9 million yen	6 people	Both living in Japan	Less than 9 million yen	Both living outside Japan	Less than 11 million yen	7 people	Both living in Japan	Less than 11 million yen	Both living outside Japan	Less than 13 million yen	8 people	Both living in Japan	Less than 13 million yen	Both living outside Japan	Less than 15 million yen
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<b>Frequently Asked Questions</b>	<p>In the webpage below, you will find frequently asked questions regarding the application procedures for Tuition Assistance (Reduction) Program.</p> <p><a href="https://www.meiji.ac.jp/cip/student_support/funding/mkmht000002f217-att/2023faq_eg_1.pdf">https://www.meiji.ac.jp/cip/student_support/funding/mkmht000002f217-att/2023faq_eg_1.pdf</a></p> <p>If you have any questions, not listed on this webpage, please consult with the International Student Office <b>by e-mail</b> (iso@mics.meiji.ac.jp). <b>No queries will be accepted over the phone.</b></p> <p><b><u>The questions asked and answers given during online application period will be added to the Frequently Asked Questions webpage above, as needed.</u></b></p> <p><b><u>Also, please be sure to check the webpage before asking questions to avoid repetition of questions already answered on the webpage.</u></b></p>

## 2. Application Period・Documents to be submitted

<b>Online Application Period</b>	<p><b>[Online Application Period] <u>April 10 (Mon), 11:00 ~ April 26 (Wed), 17:00 (JST)</u></b></p> <p>Apply online from the link below.</p> <p><a href="https://forms.office.com/r/38HsNMMxs7">https://forms.office.com/r/38HsNMMxs7</a></p> <p><b>[Notes]</b></p> <ul style="list-style-type: none"> <li>● <b>Applicants must complete and submit the application form during the above period. Please prepare for the application well in advance.</b> <ul style="list-style-type: none"> <li>※ Delays are unacceptable under any circumstances. Please note that inquiries will not be accepted after 17:00 on Wednesday, April 26, so please be sure to complete your inquiries well before then.</li> <li>※ If you are not able to apply online due to network issues, etc. please consult with the International Student Office <b>by e-mail</b> by 16:00 on Wednesday, April 26.</li> </ul> </li> <li>● <b>Online application can be submitted only once. Modifications cannot be made after the submission of a completed application, so please prepare your application well in advance.</b></li> <li>● <b>We will not accept inquiries about whether your application has been completed or not.</b> <ul style="list-style-type: none"> <li>※ If you receive an auto-reply e-mail after responding to the application form, your application is complete.</li> </ul> </li> <li>● <b>We will not accept applications and document submission by postal mail or at the counter.</b> <ul style="list-style-type: none"> <li>※ Please be sure to apply online.</li> </ul> </li> </ul>
<b>Documents to be Submitted</b>	<p><b>The following documents need to be submitted during online application. Please prepare in advance. If you have any documents that you cannot submit due to special circumstances, <u>please consult with the International Student Office in advance by e-mail (iso@mics.meiji.ac.jp)</u> and submit the document as instructed.</b></p> <p><b>(1) Documents proving your status of residence as a "Student".</b>  <b>Please submit the following documents ① or ②.</b></p> <ul style="list-style-type: none"> <li>① Students who have valid "student" residence status as of April 26, 2023 (Wednesday), need to submit a photocopy or scanned data of both sides of their residence card on the online application form.</li> <li>② Students who do not have valid "student" residence status as of April 26, 2023 (Wednesday), need to enter the reason why you do not have a residence card with the status of "Student" on the application form".</li> </ul> <p><b>(2) Photocopy or scanned data of a certificate of income that states your financial supporter's annual income for <u>FY 2022</u>.</b></p> <ul style="list-style-type: none"> <li>※ Submission is required when the applicant and the financial supporter both reside in the same country (including Japan).</li> <li>※ If the certificate is not written in Japanese or English, please add a Japanese translation prepared by the applicant and submit it.</li> <li>※ Not required if the applicant is in Japan and their financial supporter is living outside Japan.</li> </ul> <p><b>(3) Study/Research Plan ※ Only for graduate school students on masters or doctoral courses [designated format]</b></p>

	<p>→ Download the Study/Research Plan format from our website, fill in the form, and upload it on the application form. (Please prepare it in advance.)</p> <p><b>Download the Study/Research Pan format</b></p> <p>URL: <a href="https://www.meiji.ac.jp/cip/student_support/funding/mkmht000002f217.html">https://www.meiji.ac.jp/cip/student_support/funding/mkmht000002f217.html</a></p> <p><b>(4) Photocopy or scanned data of the applicant's bankbook (the cover and the first facing page).</b></p> <p><b>*An Eco bankbook is also acceptable.</b></p> <ul style="list-style-type: none"> <li>※ Please note that bank accounts cannot be changed, in principle.</li> <li>※ Only bankbooks for bank accounts in Japan are acceptable.</li> <li>※ If you do not have a bank account in Japan, we will ask you to provide the above information after your scholarship is confirmed. (After the recipients are determined, those who did not submit their bankbooks at the time of application will be contacted.)</li> </ul> <p><b>【Notes】</b></p> <ul style="list-style-type: none"> <li>※ When international students open a bank account, their account status is set as "Non-resident" if they have been in Japan for a short period of time. After you have lived in Japan for at least 6 months, you can change the status to "Resident" at the bank counter. <b><u>Please check your bank account settings and change to "Resident" if possible before submitting a photocopy of your bankbook.</u></b> For details, please click <a href="#">here</a> to see "Important Notes for Scholarship Transfer Account for International Students".</li> </ul>
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### 3. Overview of Tuition Assistance Program

<b>Outline and Purpose</b>	To reduce the financial burden of privately financed international students in order to help them continue their studies by reducing tuition fees.																					
<b>Assistance Amount</b>	<ul style="list-style-type: none"> <li>● Assistance amounts are as shown in the table below.</li> <li>● <u>The assistance is applied to "tuition fees" only.</u></li> <li>※ However, even those who meet the application requirements may be excluded from the assistance because the selection of assistance recipients will be selected within the budget for this fiscal year.</li> </ul> <table border="1" style="width: 100%; text-align: center;"> <thead> <tr style="background-color: #d9ead3;"> <th>School year</th> <th>Decision criteria</th> <th>Assistance amount (JPY)</th> </tr> </thead> <tbody> <tr> <td>Newly admitted undergraduate students</td> <td>N/A</td> <td>400,000 yen</td> </tr> <tr> <td>Newly admitted graduate / professional graduate students</td> <td>N/A</td> <td>200,000 yen</td> </tr> <tr> <td>M2 / D2 or above graduate students</td> <td rowspan="2">Top 50% of qualified applicants with the highest grades in each school</td> <td rowspan="2">200,000 yen</td> </tr> <tr> <td>2nd year or above professional graduate students</td> </tr> <tr> <td rowspan="3">2nd year or above undergraduate students</td> <td>Top 10% of qualified applicants with the highest grades in each school</td> <td>400,000 yen</td> </tr> <tr> <td>Top 30% of qualified applicants with the highest grades in each school</td> <td>300,000 yen</td> </tr> <tr> <td>Top 60% of qualified applicants with the highest grades in each school</td> <td>200,000 yen</td> </tr> </tbody> </table>		School year	Decision criteria	Assistance amount (JPY)	Newly admitted undergraduate students	N/A	400,000 yen	Newly admitted graduate / professional graduate students	N/A	200,000 yen	M2 / D2 or above graduate students	Top 50% of qualified applicants with the highest grades in each school	200,000 yen	2nd year or above professional graduate students	2nd year or above undergraduate students	Top 10% of qualified applicants with the highest grades in each school	400,000 yen	Top 30% of qualified applicants with the highest grades in each school	300,000 yen	Top 60% of qualified applicants with the highest grades in each school	200,000 yen
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<b>Assistance Methods</b>	Students enrolled throughout the year	The total amount of tuition assistance will be deducted from the fall semester's tuition payment slip.*Tuition payment slip will be sent in end of September.																				
	Those who take a leave of absence in fall semester, AY2023	Students who attend the spring semester in AY2023 but are taking a leave of absence in the fall semester need to submit an application for a leave of absence to the school office and pay the fees by November 20. After completing this process, the amount of tuition assistance for the spring semester will be transferred to the submitted bank account. ※ DO NOT close the bank account until the money gets transferred to the bank account.																				

	Those graduating in September 2023	After graduation is confirmed in early-September, the amount of tuition assistance will be transferred to the submitted bank account by mid-September. ※ DO NOT close the bank account until the money gets transferred to the bank account.
<b>Cancellation of Assistance Program</b>	Tuition Assistance (Reduction) is canceled for any of the following reasons and when cancelled, the university may request a refund; (1) When the recipient's student resident status changes to another status from "Student" (2) When false declarations are found (3) When the recipient is expelled from school or receives punishment from the university (4) When the recipient has a poor attendance record and low academic results, which may negatively affect his/her degree completion (5) When the recipient is deemed to be an inappropriate recipient for Tuition Assistance (Reduction) Program for any other reason	

#### 4. Screening

<b>Screening Process</b>	Recipients will be decided on the basis of their scholastic performance within their school. ※ Due to budgetary constraints, note that not all qualified applicants will be able to receive assistance.
<b>Announcement of Results</b>	Notification will be sent to all applicants via Oh-o!Meiji in late July (tentative).

#### 5. Handling of Personal Information

Meiji University will use the submitted personal information only for the purpose of scholarship related matters, including screening, the decision-making process, and related office work. This is in compliance with the Meiji University Educational Foundation Personal Information Protection Policy and the Personal Information Protection Law and Regulations. Any personal information will be provided to a third party in compliance with laws and regulations, and never be used for other purposes.

#### 6. Notes

<b>Notes</b>	(1) Any applicants who are found to be ineligible after completing the application procedure will be disqualified from the screening. (2) Students who have not paid tuition fees cannot receive tuition assistance. (3) <b><u>Meiji University will contact students via the Oh-o! Meiji system. Please make sure to check it frequently.</u></b> (4) No reselection will be made under any circumstances.
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