**Declaration Form for Income from Part-Time Job**

|  |  |  |  |
| --- | --- | --- | --- |
| Name |  | Student ID |  |
| Affiliation | Undergraduate |  | Graduate | [ ]  Master [ ]  Doctor[ ] 　Professional |  |

Q1. Is it possible to prepare documents that show your income from part-time job has decreased?

[ ] 　Yes⇒Please fill in the box A and B below.

[ ] 　No⇒Please proceed to the next question (Q2).

Q2. Please select the reason why it is not possible to prepare the documents.

　[ ] 　Originally I didn't work part time.　⇒　No need to fill in the box A nor B

　[ ] 　The pay slip is not issued. There is no evidence as the salary is handed in cash.

⇒ Please fill in the box A and B below as far as you can tell.

　[ ] 　Other:（　　　　　　　　　　　　　　　　　　　　　　　　　　　　　　　　　　　　　　　）

**Please answer the status of part-time jobs during each period below.**

**If you have more than one part-time job, please declare them all. And enter the total working hours and salary.**

A: January-February / Statement of regular job income before coronavirus outbreak

|  |  |
| --- | --- |
| Please attach a copy of pay slip or the bank passbook when your salary was transferred which shows income from your part-time job from January to February.If the copy does not fit in this space, please attach it on a separate sheet.[ ] 　If you did not work part-time job in this period, please put a check mark in the box.（Reason　　　　　　　　　　　　　　　　　　　） | Total working hours (approx.) |
|  | Hours |
| Total income (approx.) |
|  | Yen |
|  |

B：April-May / Statement of income from part-time job which has decreased due to the coronavirus epidemic

|  |  |
| --- | --- |
| Please attach a copy of pay slip or the bank passbook when your salary was transferred which shows income from your part-time job from April to May.If the copy does not fit in this space, please attach it on a separate sheet.[ ] 　If you did not work part-time job in this period, please put a check mark in the box.（Reason　　　　　　　　　　　　　　　　　　　） | Total working hours (approx.) |
|  | Hours |
| Total income (approx.) |
|  | Yen |
|  |