

# Emergency Student Support Cash Handout for Continuing Studies (Second Application Period) Application Guidelines

## «Notice about second application period»

For those who were selected as an applicant in the first application period are not eligible.

Also, those who have already applied for this cash handout in the first application period but were not selected as an applicant do not have to apply again. (Screening will be conducted based on the documents submitted in the first application period.)

This guideline is designed for privately financed international students.

### 1. Eligibility (Applicants must meet either requirement 1 or 2 listed below)

1. Those who meet the criteria①~⑥ below.

- ① Are not receiving large amount of allowance from their financial supporters (\* 1)
- ② Generally are not living in their supporter's residence (\* 2)
- ③ Income from part-time job accounts for a large percentile to cover their daily expenses and tuition
- ④ Cannot expect to receive additional support from their financial supporter due to decrease of income of financial supporters
- ⑤ Experienced a significant decrease (50% or more compared to the previous month\*4) in their income from part-time job (including compensation for absence from work through the employment adjustment subsidy\*3) due to novel coronavirus infections

#### ⑥ Are experiencing financial difficulties and also meet the criteria below which is required in Monbukagakusho Honors Scholarship

1) Students with outstanding academic results.

In particular, those who scores 2.30 or above for the GPA (JASSO scale) of the previous academic year.

##### <Calculation Formula>

$$\frac{(\text{Number of credits with S or A}) \times 3 + (\text{Number of credits with B}) \times 2 + (\text{Number of credits with C}) \times 1 + (\text{Number of credits with F}) \times 0}{\text{Total number of credits with evaluation points (registered in the last academic year)}} \quad \text{GPA (JASSO scale)}$$

- 2) Percentage of monthly attendance is 80% or over.
- 3) Students who are not receiving over JPY90,000 per month in average as monthly allowance sent from financial supporters (excluding admission and tuition fees)
- 4) In case supporter is residing in Japan, the annual income of the supporter is less than JPY 5,000,000

2. Those who do not meet all criteria in requirement 1, but the university considered financial support is necessary.

(Those who do not meet criteria ⑥-1 or ⑥-2, but does meet the criteria for financial situation and are expected to graduate/complete their studies within their standard term of study.)

- (\* 1) The rough standard of large amount will be over 1,500,000 JPY or more (including tuition fees).
- (\* 2) Student must live apart from their financial supporter and have to pay their monthly rent by themselves. When applying, student must submit a document which proves this. (e.g. Photocopy of rental housing agreement)
- (\*3) The month which the income from part-time job decreased must be later than January, 2020.
- (\*4) When student's part-time job is eligible for support under the employment adjustment subsidy and have been paid a leave allowance by the employer, consider the allowance as income from part-time job.

### 2. Application Period

**Wed. July 8, 1:00PM ~ Wed. July 15, 5:00PM**

Apply online by answering a questionnaire via Oh-o! Meiji. Title of the questionnaire is “第二期/Second【留学生/International Students】学びの継続のための学生支援緊急給付金に関する申請/Application for Emergency Student Support Handout for Continuing Studies”

- **Applicants must complete and submit the application form during the above period. Please complete the application well in advance.**

※Delays due to personal network issues are unacceptable (e.g. Wi-Fi troubles etc.)

- **Changes to the answers cannot be made after the application period.**
- Selection will be done by the information from the online application, and document submission will be only needed for those who have passed the screening.
- **If necessary documents were not submitted during the document submission period, application will become invalid**

Online Application  
via Oh-o!Meiji

[Notice]

### 3. Documents to be submitted (Only for selected applicants)

We will require document submission to those who were determined as a nominee.

Please prepare necessary certificates well in advance if needed.

- Documents must be filled in by PC or with a black ball-point pen. Do not use erasable pens.
- When correcting errors while using black pen, erase the error with two lines and stamp a signature seal. (inkan) Do not use white-outs.
- Documents must be submitted by him/herself. Application by a proxy is not allowed.

Documents	Mandatory	<p>1. "Application for Emergency Student Support Handout" (Form 1) Form to apply for this program.</p> <p>2. "Oath" (Form 2) Form to confirm that the applicant meets the criteria.</p> <p>3. Declaration Form about Part-time Jobs etc. [University Form A] ⇒ Documents 1 to 3 will be distributed only to selected applicants.</p>
	Document to prove each criterion (Optional)	<p>Documents which proves criteria①~⑥ listed in "1. Eligibility"</p> <ul style="list-style-type: none"> <li>• Submission of documentary proof is not mandatory. If there is anything you can submit, please submit it.</li> <li>• Those who have the documents which meet the criteria will be prioritized upon selection, but application is possible even if you cannot submit any documents.</li> <li>• Online materials are also available as copy of a bankbook or salary slips. (e.g. online bankbook)</li> <li>• All documents must be in Japanese or English. When a document is written in languages other than Japanese or English, please attach a Japanese translation made by the student.</li> </ul> <p>① Documents to prove the amount of money written on Form 1 (Can be the same document with⑥- 3) Amount expected to be sent for first-year students, and for second or later year students, document such as copy of one's bankbook which shows the amount of allowance sent in AY2019</p> <p>② Documents which prove the student is not living in their supporter's residence (e.g. photocopy if rental housing agreement, bankbook which shows the recent payment, copy of residence certificate) *If submission cannot be currently made since the student resides overseas, submit it after entering Japan.</p> <p>④ Documents which proves the decrease of income of financial supporters Copy of a proof of receiving public support due to the novel coronavirus, or other related documents which supports the contents written on Form 1, "3 Items to Submit"</p> <p>⑤ Documents which prove the decrease of income from part-time jobs Copy of a bankbook or salary slip which shows the payment from employee (Refer to Declaration Form about Part-time Jobs etc. [University Form A]) Screenshots of online bankbook or online salary slip are also available.</p> <p>⑥ Documents which prove the student meets the criteria given in Monbukagakusho Honors Scholarship (Can be the same document with ①)</p> <p>3) Copy of a bankbook which shows the amount of allowance etc. 4) "Certificate of income and withholding tax" or "certificate of tax payment" of financial supporter etc.</p>
	Download	<p>Designated forms can be downloaded from the university website. <a href="https://www.meiji.ac.jp/koho/natural-disaster/6t5h7p0000347g90.html">https://www.meiji.ac.jp/koho/natural-disaster/6t5h7p0000347g90.html</a></p>
	Submission Method	<p>Students will need to submit documents online via the group page of Oh-o!Meiji. Details will be announced once finalized. Method are subject to change so please check announcements of Oh-o!Meiji frequently.</p>

#### 4. Overview of Support

<b>Outline and Purpose</b>	With students experiencing a significant economic impact on their lifestyles due to heavy reductions in household income and income from part-time work because of the impact of the novel coronavirus pandemic, the program will provide those who face difficulties continuing their studies at their university or other educational institution a cash handout so that they do not abandon their studies.									
<b>Amount of Cash Handout</b>	100,000 JPY									
<b>Payment Method</b>	<p>Cash Handout will be transferred to the bank account of the applicant oneself which was registered at the time of application. If you do not have a bank account of oneself, please make an account by the application period.</p> <p><b>[Available Financial Institutions and Accounts]</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #d4edda;"> <th style="width: 15%;"></th> <th style="width: 40%;">Can Receive Funds</th> <th style="width: 45%;">Cannot Receive Funds</th> </tr> </thead> <tbody> <tr> <td style="background-color: #d4edda;">Financial Institution</td> <td>In Japan and a: bank (including Japan Post Bank), trust bank (with some exceptions), credit union, workers' credit union, credit association, agricultural cooperation*</td> <td>Foreign bank, internet-only bank (e.g. Rakuten Bank, Japan Net Bank), and some other banks (Shinsei Bank, Aozora Bank, Sevem Bank)</td> </tr> <tr> <td style="background-color: #d4edda;">Account</td> <td>Ordinary deposits (regular savings) bank account in the applicant's name</td> <td>An account in another person's name, a savings account, or a dormant account</td> </tr> </tbody> </table> <p>*Foreign bank accounts or some online bank accounts are not available.</p>		Can Receive Funds	Cannot Receive Funds	Financial Institution	In Japan and a: bank (including Japan Post Bank), trust bank (with some exceptions), credit union, workers' credit union, credit association, agricultural cooperation*	Foreign bank, internet-only bank (e.g. Rakuten Bank, Japan Net Bank), and some other banks (Shinsei Bank, Aozora Bank, Sevem Bank)	Account	Ordinary deposits (regular savings) bank account in the applicant's name	An account in another person's name, a savings account, or a dormant account
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<b>Cancellation of Cash Handout</b>	<p>In any of the following cases, applicant will lose eligibility and may request a refund</p> <ol style="list-style-type: none"> <li>(1) If any of the documents were found incorrect or false.</li> <li>(2) If the recipient receives punishment by the university</li> <li>(3) If the recipient receives low academic results, and if it may negatively affect his/her degree completion</li> <li>(4) Other reasons which the recipient is deemed to be inappropriate for the cash handout</li> </ol>									

#### 5. Screening Procedures

<b>Screening</b>	Screening will be conducted by overall evaluation based on one's financial situation and academic records. Those who have the documents which meet the criteria will be prioritized upon screening.
<b>Announcement of Results</b>	<p>Results will be given to all applicants by early August via Oh-o!Meiji.</p> <p>Note that we do not respond to any inquiries regarding selection procedures or results.</p> <p>Those who were selected as an applicant will be nominated to JASSO after the announcement of results, and then JASSO will conduct payment to each nominee.</p>

#### 6. Handling of Personal Information

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

#### 7. Notes

- (1) JASSO may change the eligibility and other requirements. Announcement will be made via Oh-o! Meiji If any changes were made.
- (2) Any applicants who are found to be ineligible after completing the application procedure will be disqualified from the screening.
- (3) Meiji University will contact students via Oh-o! Meiji system. Please make sure to check it frequently.

#### 8. Inquiries

Please check the application guidelines and FAQ released by MEXT. Since this support is not a support from Meiji University, we will not be able to answer all questions. Therefore, please check guidelines and FAQ beforehand, and if you still have inquiries, please contact the e-mail address below.

Contact : iso@mics.meiji.ac.jp \*We will not be able to answer inquiries by phone. Please use e-mails for inquiries.

When sending e-mails, please follow the rules below.

- 1 : The title must be "Inquiries about Emergency Student Support Cash Handout"
- 2 : Mention [Name, Student ID, School/Grad. School] in the body of your e-mail.

Please note that we may take some time to answer your question. We thank you for your kind patience.