

**Emergency Student Support  
Handout  
for Continuing Studies:  
Application Guide  
(for Students)**

**May 2020**

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## Intent of the Program

- We believe nothing is more important than providing proper support to students so that they do not abandon their studies because of the novel coronavirus.
- The novel coronavirus pandemic is having a significant economic effect on the lives of students, such as by dramatically reducing household income and also severely lowering or completely wiping out part-time income.
- Various measures have been taken for students facing economic hardship, such as: the New Higher Education Support System initiated in April this year; flexibility in handling scholarship loans due to sudden changes in family finances; extended tuition payment deadlines at universities and other educational institutions; and support for fee reductions independently implemented by universities.
- Meanwhile, as it is conceivable that students, especially those who do not live at home, may be forced to drop out of their university or other educational institution due to the further deterioration of their situation because of the impact of the novel coronavirus pandemic, those who face difficulties continuing their studies at their university or other educational institution shall receive support in the form of a cash handout.

# 1. Program Overview

## What sort of program is this?

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.

## When will the program accept

Schools gradually began accepting applications as early as May 19. Check with your school about the application deadline and make sure you apply in time. (See page 3 for details.)

## How much money will be handed out?

People such as students who are exempt from residence tax will receive 200,000 yen, while students of other households will receive 100,000 yen. (See page 3 for details.)

## Who is eligible for the handout?

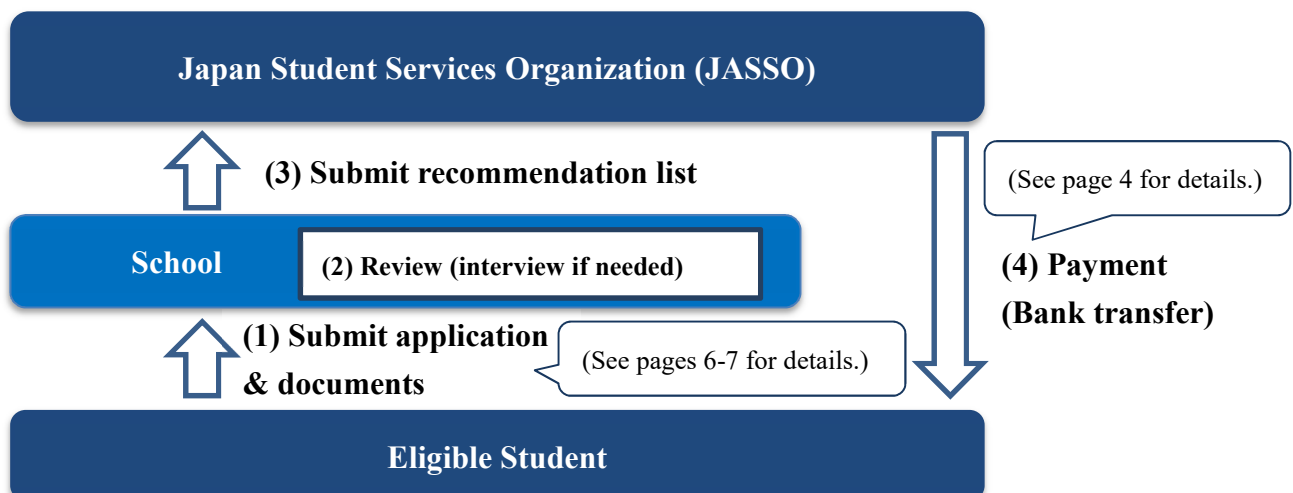
People attending universities and other educational institutions in Japan are covered by the program. (See page 3 for details.)

Although recipients must fulfill criteria (such as not living at home and covering tuition with resources such as part-time work, or losing a significant amount of income due to the novel coronavirus pandemic), the final decision will be left with universities and other educational institutions based on the contents of the application. (See page 5 for details.)

## What documents are required to apply?

Prepare the required documentation and submit it, along with documentation proving that you meet the handout criteria, at the office designated by your school. (See pages 6-7 for details.) Check whether your school accepts applications submitted via a smartphone.

## The Process: From Application to Receiving



## 2. Application Requirements

### 1 Application Period

Schools gradually began accepting applications as early as May 19. Check with your school about the application deadline and make sure you apply in time.

### 2 Eligible Institutions

The following institutions in Japan: universities (including non-degree courses for graduates, special courses, and graduate schools), junior colleges (including non-degree courses for graduates and special courses), technical colleges (limited to students in their fourth or fifth year, and those in non-degree courses for graduates), vocational schools (specialized training colleges (specialist training [including advanced courses]) and Japanese language institutions\*

\*Eligibility from Japanese language institutions only extends to those attending a Japanese language institution designated via a public notice by the Ministry of Justice.

- The determination of Japanese language institutions based on the basic rules for the residence status of international students under the ministerial order establishing criteria pursuant to Article 7, paragraph 1, item (ii) of the Immigration Control and Refugee Recognition Act

[http://www.moj.go.jp/nyuukokukanri/kouhou/nyukan\\_nyukanho\\_ho28-2.html](http://www.moj.go.jp/nyuukokukanri/kouhou/nyukan_nyukanho_ho28-2.html) (Japanese only)

**\*Even students who attend institutions not covered by the New Higher Education Support System are eligible for this emergency handout.**

### 3 Handout Amount

Students exempt from residence tax: 200,000 yen

Other students: 100,000 yen

## **4 Disbursement Method**

The funds will be sent via bank transfer to an account in the name of you, the applicant. If you do not have an account in your name, open an account that you can use before you apply for the handout.

### **How Different Financial Institutions Are Treated**

	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

\*Even some financial institutions that do not deal with JASSO loans and scholarship benefits may be used to receive the handout.

### **Handout Disbursement Date**

After applying, your school will perform a screening process. After finalizing the recommended recipients, procedures will commence to transfer the funds.

\*You will not receive any special notification about decisions concerning the disbursement. The transfer of funds to your account will serve as notification of finalized disbursement.

## **5 Handout Recipient Requirements (Criteria)**

Under the program, although recipients must fulfill criteria (such as not living at home and covering tuition with resources such as part-time work,

or losing a significant amount of income due to the novel coronavirus pandemic), the final decision will be left with universities and other educational institutions based on the contents of the application.

### **1. Those who fulfill criteria (1) through (6) below (or if an international student, then criteria (1) through (5) and (7))**

- (1) You are not receiving large sums from family.<sup>\*1</sup>
- (2) You generally do not live in a supporter's residence.<sup>\*2</sup>
- (3) Your part-time income accounts for a large percentage of funds for paying daily expenses and tuition.
- (4) Due to a loss of income for your family (by either parent) or other such reason, you do not expect to receive additional support from family.
- (5) You have lost a significant amount (50% or more compared to the previous month<sup>\*4</sup>) of part-time income due to the coronavirus (including compensation for absence from work through the employment adjustment subsidy<sup>\*3</sup>).
- (6) You fulfill the criteria for one of the following programs.<sup>\*5</sup>
  - 1) You are a Class I recipient under the New Higher Education Support System ("New System" below).
  - 2) You are a Class II or III recipient under the New System AND a student eligible to simultaneously receive a Category I scholarship (interest-free scholarship) who has used or plans to use the entire scholarship.
  - 3) You are an applicant to the New System or plan to use the New System AND you have used or plan to use your entire Category I scholarship (interest-free scholarship).
  - 4) You are not eligible for the New System AND you have used or plan to use your entire Category I scholarship (interest-free scholarship).
  - 5) You cannot use the New System or a Category I scholarship (interest-free scholarship) because you do not meet the criteria, BUT you plan to use a support program provided by the private sector or elsewhere for which you are eligible to apply.
- (7) An international student or the like (including students at Japanese language institutions) must fulfill the following criteria IN ADDITION TO experiencing economic hardship accompanying the novel coronavirus pandemic. (The same applies to programs such as International Student Study Incentives.)
  - 1) You are a student with excellent grades. Specifically, your average grades for the previous school year must be 2.30 or higher.
  - 2) Your monthly attendance is at least 80%.
  - 3) You receive an average of no more than 90,000 yen in monthly remittances (not including funds for paying admission fees, test fees, etc.).
  - 4) Your supporter in Japan has an annual income of less than 5 million yen.

### **2. Those who, upon taking into account the circumstances listed in Section 1 above, are recognized by their university or other educational institution as facing economic hardship that poses difficulties continuing their studies at said institution**

\*1. The rough standard for receiving large sums from family would be 1.5 million yen or more in remittances (including those for paying tuition).

\*2. If you are not living in a supporter's residence, that means that you are living separately from the person financially

supporting your family and you are paying your own rent. When filing your application, you must submit documentation (such as a copy of your apartment's rental agreement) proving that you commute to school from an abode that is not your supporter's residence.

- \*3. If your part-time job is eligible for support under the employment adjustment subsidy and you have been paid a leave allowance by your employer, then this allowance will be considered part-time income.
- \*4. The month, from January 2020 or later, in which your part-time income dropped by a large amount shall be considered "the month" establishing eligibility.
- \*5. Class I, Class II, and Class III refer to income-based assistance categories under the New Higher Education Support System. Below are the specific income criteria.

Class I: You and the person financially supporting your family are both exempt from municipal tax.

Class II: The allowance for you and the person financially supporting your family has a total calculated base amount of between 100 yen and 25,599 yen.

Class III: The allowance for you and the person financially supporting your family has a total calculated base amount of between 25,600 yen and 51,299 yen.

## 3. How to Apply

### 1 The Application Process

The steps for filing your application are provided below. You must file your application by the deadline set by your school. Some schools accept applications submitted with a smartphone. In that case, perform Steps (1) and (2) below with a smartphone.

#### (1) Prepare documents for application

For two of the required documents listed on pages 6-7 ("1. Application for Emergency Student Support Handout" and "2. Oath") download the forms from the MEXT website and fill in the required items.



#### (2) Submit the required documents to your school

Submit the required documents listed on pages 6-7 to your school by the given deadline. Before you submit, make sure you are not missing any of the required documents. (Some schools accept applications submitted via Line. Check with your school about the availability of this option.)



#### (3) Review by your school

The applicant's school will check the submitted documents and conduct a review for meeting the handout criteria.



#### (4) Your school submits the results of the review to JASSO

Students who are found by your school's review to meet the criteria will be put on a recommendation list that will be submitted, along with the students' bank account information, to JASSO.



#### (5) Bank transfer from JASSO to you

JASSO will transfer the handout to the bank account of the student (or other designated recipient) provided in the application.

## 2 Confirming Your Required Documents and Where to Submit

Submit the following required documents, and make sure you submit them to the correct place. (Submit the documents in written or electronic form to your school. At schools that accept applications via smartphone, you can use image files. If you wish to submit via some other method, consult with your school.)

Required Documents		Description	Where to Submit
1. "Application for Emergency Student Support Handout" (Form 1)		This document is for applying for the disbursement of the cash handout under this program. *If you are already a JASSO scholar, you do not need to enter the information for the bank account that will receive the funds. If you are not a JASSO scholar, check "How Different Financial Institutions Are Treated" on page 4 and then enter the bank account information.	Your school
2. "Oath" (Form 2)		This document is for confirming that the applicant (students, etc.) meets the handout criteria. *You may have to return the cash handout if your application contains false information.	
Requirements		Required Documents	Where to Submit
3. Documentation proving you meet the handout criteria	(1) You are not receiving large sums from family.	<u>Enter the annual amount on the "Oath" (Form 2).</u> *1. If you are a first-year student, enter the amount you expect to be sent. If you are in your second or later year, enter the amount you were sent in the 2019 school year. <u>Copy of deposit passbook (optional)</u>	Your school
	(2) You generally do not live in a supporter's residence.	<u>Copy of rental agreement for apartment or other residence, document proving recent payment of rent, copy of your residence certificate, etc.</u>	
	(3) Your part-time income accounts for a large percentage of funds for paying daily expenses and tuition.	<u>Enter the annual amount on the "Oath" (Form 2).</u> *1. If you are a first-year student, enter the part-time income you planned to receive. If you are in your second year or later, enter the part-time income you received in the 2019 school year.	
	(4) Due to a loss of income for your family (by either parent) or other such reason, you do not expect to receive additional support from family.	If you are receiving public support in response to the coronavirus, <u>submit a certificate proving receipt thereof (if available to submit) or enter the information in the application form under "3. Items to Submit."</u>	
	(5) You have lost a significant amount (50% or more compared to the previous month) of part-time income due to the coronavirus.	<u>Payment statement from your part-time employer or a copy of your deposit passbook (optional), etc.</u> (The documentation must prove a decrease in income between consecutive months anytime from January of this year or later.)	



<p>(6) You qualify for one or more of the following support programs.</p> <ol style="list-style-type: none"> <li>1) You are a Class I recipient under the New System.</li> <li>2) You are a Class II or III recipient under the New System AND a student eligible to simultaneously receive a Category I scholarship who has used or plans to use the entire scholarship.</li> <li>3) You are an applicant to the New System or plan to use the New System AND you have used or plan to use your entire Category I scholarship.</li> <li>4) You are not eligible for the New System AND you have used or plan to use your entire Category I scholarship.</li> <li>5) You cannot use the New System or a Category I scholarship because you do not meet the criteria, BUT you plan to use a support program provided by the private sector or elsewhere for which you are eligible to apply.</li> </ol>	<p><u>A copy of the following certifications (if available to submit)</u></p> <ul style="list-style-type: none"> <li>- Certificate of exemption from residence tax</li> <li>- Scholarship benefit (scholarship certificate)</li> <li>- Category I scholarship (scholarship certificate)</li> <li>- Private-sector support program</li> </ul> <p>*When you apply for the handout, if you are not using either a scholarship benefit or a scholarship loan, make sure you will apply to do so within one month.</p>	
<p>(7) An international student or the like (including students at Japanese language institutions) must fulfill the following criteria IN ADDITION TO experiencing economic hardship accompanying the novel coronavirus pandemic.</p> <ol style="list-style-type: none"> <li>1) You are a student with excellent grades. Specifically, your average grades for the previous school year must be 2.30 or higher.</li> <li>2) Your monthly attendance is at least 80%.</li> <li>3) You receive an average of no more than 90,000 yen in monthly remittances (not including funds for paying admission fees, test fees, etc.).</li> <li>4) Your supporter in Japan has an annual income of less than 5 million yen.</li> </ol>	<p>Copy of deposit passbook for the recipient bank account confirming amount of remittances or supporter's annual income</p>	

Note: With regard to "3. Documentation proving you meet the handout criteria," generally, you must submit this documentation at the same time as your application, but if this proves difficult due to circumstances beyond your control, it is possible to submit without appending this documentation. However, when filing your application, your school may ask questions about this matter as needed, and you may have to return the cash handout if your application is found to contain false information.

## 4. Application Q&A

**Q. Can I use the Emergency Student Support Handout at the same time as the New Higher Education Support System or a scholarship loan?**

A. This program requires that you are using or plan to apply to another support program (1. the New Higher Education Support System, 2. a Category I JASSO scholarship [interest-free scholarship] , or 3. a private-sector support program), so take advantage of this opportunity to be proactive and learn about the programs available to you.

**Q. Am I ineligible if I do not fully meet the handout criteria due to remittances from family or for other reasons?**

A. The program urges you to meet the criteria, but in the end, the final decision rests with your school, which will take into account the circumstances that you declare you are in.

**Q. If I do not meet the criteria for grades or the like, and I cannot use the New Higher Education Support System or a Category I JASSO scholarship (interest-free scholarship), can I apply?**

A. You will be asked to apply for "emergency use" of a Category I scholarship. Those who do not meet the criteria to apply for a Category I scholarship can still apply if they plan to use a private-sector scholarship, an independent support program at their school, or the like.

**Q. Are students (including graduate school students) who attend schools not covered by the New Higher Education Support System also eligible for the handout?**

A. Yes, they are eligible. However, such an applicant must be using the entirety of their Category I scholarship (interest-free scholarship) or plan to apply for one.

**Q. Are international students eligible?**

A. Yes, they are eligible.

**Q. Are there age criteria?**

A. There are no age criteria.

**Q. Are students on leave also eligible?**

A. Yes, even students on leave are eligible so long as they fulfill the handout criteria.

**Q. Will I be able to apply if I am unable to gather the required documentary evidence?**

A. Even if you are unable to gather some of the documentary evidence, you may still apply by declaring the circumstances for which you are currently unable to provide documentary evidence. However, you may have to return the funds if your application contains false information.

**Q. With regard to the handout criteria, what timeframe should I reference when considering the amount of remittances, part-time income, and tuition payment dates?**

A. The timeframe you should refer to is from January of this year or later.

**Q. Are those who commute to school from their supporter's home or those who do not have to pay any rent eligible for support?**

A. Since this handout is intended to assist those who live away from their family and cover tuition and other such expenses through part-time income, as well as those who face difficulties continuing their studies due to the novel coronavirus, you will not be automatically excluded from eligibility simply because you live with your guardians, or you do not pay rent, and so on. Even if you live at home, if you do not receive help from family to pay for tuition and other such expenses, you may be eligible for the handout if you declare these circumstances to your school.

**Q. If I matriculated in April and I have not experienced a loss in part-time income, does that mean I cannot apply?**

A. You are still eligible if you planned to work part-time and you are unable to receive the income you could have gotten from that work. In this instance, you meet the following two criteria under "3. Items to Submit" on the application form: "(3) Your part-time income accounts for a large percentage of funds for paying daily expenses and tuition" and "(5) You have lost a significant amount (50% or more compared to the previous month) of part-time income due to the coronavirus."

**Q. I'm currently attending multiple schools, so which one should I use to apply?**

A. Apply at one of the schools you are attending. Do not apply through more than one school.

**Q. I am not currently using a support program, but I do plan to apply to one. If I am not accepted by the support program, do I have to return the cash handout?**

A. Even if you apply to another support program and are eventually not accepted, you do not have to return the cash handout.

**Q. Can I still apply even if I am receiving a student cash handout or the like offered independently by my university?**

A. You may apply if you fulfill the handout criteria.