About Application for Tuition Fee Exemption
(For the First Semester 2017)

Application materials must be submitted to the Student Support Section during the following period.
From February 1, 2017 to March 3, 2017 (AM 9:00 – PM3:00)
(Excluding Sat, Sun, national holidays)

<New Students> Period: April 3, 2017

Place of submission: Student Support Section

Two Types of Application and Their Periods:

1. Preliminary Consultation: Preliminary consultation is accepted during the following period.
   If you prepare the necessary documents, you may apply.
   ※Reservation is unnecessary.
   From January 25, 2017 to January 31 (AM 9:00 - PM 4:00)

2. Application ★BY RESERVATION ONLY. Applicants must make a reservation.★
   In case of multiple incomplete or insufficient documents, you may not apply.
   From February 1, 2017 to March 3, 2017 (AM 9:00 - PM 3:00)
   (Excluding Sat, Sun, national holidays)

★About Reservation★
   Period: From January 25, 2017 to March 2, 2017
   Application method is described in the Student Support Division’s web page.
   Reservation is accepted in the order of contact. In case there is no reservation, you may not apply.
   Please be sure to confirm the message of reservation completion.
   If the date and time of reservation becomes inconvenient, please be sure to consult the Student Support Section before cancelling.
   Reservation is valid only once for each person. If you make reservations more than once, all reservations become invalid. Application can be accepted only on the reserved time and date.

NOTE
・Students of Takara-machi and Tsuruma campuses may submit the application materials to the Student Affairs Section of the school or the graduate school to which they belong.
・In principle, application by post will not be accepted.
・As mentioned above, the deadline is March 3, 2017. Submission after the deadline is unacceptable.
・Please also note that in case KU officials find any uncertainty in your application materials, staff will make a phone call to you or your contact person in Japan for clarification. Thank you for your cooperation.

If you have any questions, please contact:
Student Support Section (Gakusei - Shien – Gakari, Administration Building 2F, Kakuma campus)