

標準修業年数を超えた博士後期課程学生の授業料免除申請について

この書式は書類提出(一次)で必ず提出してください

① 2018年度以前および2019年4月入学者

- 前期の授業料免除申請により、前学期および後学期の免除審査を行います。
- ただし、標準修業年数を超えることの原因について、前期・後期それぞれで判定し可否を決定しますので、前期は他の書類に加え理由書(本人および指導教員)の提出を、後期には web 申請と理由書(本人および指導教員)、Web 申請後に受信したメールのコピーの提出を行ってください。書類提出(一次)の他の書類、および書類提出(二次)は不要です。
- 理由書の審査により、前期・後期で免除判定が異なることがあります。

② 2019年9月入学者

- 前期の授業料免除申請により、前学期および後学期の免除審査を行います。
- ただし、2022年9月以降、標準修業年数を超え在学し、授業料免除を希望する場合は、その理由について判定し可否を決定しますので、後期に web 申請と理由書(本人および指導教員)、Web 申請後に受信したメールのコピーの提出を行ってください。
- 理由書の審査により、前期・後期で免除判定が異なることがあります。

学生支援課

Notes for Tuition Exemption Applicants Whose Study in Doctoral Programs Exceeds the Standard Duration Please be sure to submit this form at the Primary Submission

1) Students who enrolled in April 2019 and earlier

• Applications for exemption from tuition made for the spring semester will continue to be valid for the fall semester as well.

- However, if you are applying for exemption from tuition while studying at Tokyo Tech for longer than the standard duration of study, the reasons for exceeding the standard duration will be separately reviewed for each semester.

As such:

An application for the spring semester requires statement forms (on the third and the fourth pages of this document) completed separately by you and your academic supervisor, in addition to other documents.

An application for the fall semester also requires the completed statement forms, in addition to online pre-application and submission of a printout of the confirmation email. Application documents specified for the Primary and Secondary Submissions are not required.

(Please note that these statements will be reviewed, and a decision on exemption made, for each semester separately, which may result in different decisions for the spring and fall semesters.)

2) Students who enrolled in September 2019

• Applications for exemption from tuition made for the spring semester will continue to be valid for the fall semester as well.

• However, if your studies at Tokyo Tech exceed the standard duration of study after September 2022 and you wish to be exempted from the tuition payment, the reasons for exceeding the standard duration will be reviewed for the fall semester. For that purpose, the statement forms (on the third and the fourth pages of this document) must be completed separately by you and your academic supervisor and submitted at the time of application. You are also required to complete the online pre-application and submit a printout of the confirmation email. (Please note that these statements will be reviewed, and a decision on exemption made, for the fall semester, which may result in different decisions for the spring and fall semesters.)

Student Support Division

年 月 日
[YYYY] [MM] [DD]

標準修業年数を超えて在学することについての理由書(指導教員用)
Statement on Study at Tokyo Tech That Exceeds the Standard Duration
(Academic Supervisor use)

大学院授業料免除の制度は、原則標準修業年限を超えた者は免除対象者とはしておりません。しかしながらこの申請者が標準修業年限を超えた上でも免除対象者となるべき具体的な理由の記載をお願いいたします。
Students who study in doctoral programs and exceed the standard duration of study are not eligible to apply for tuition exemption, in principle. However, please state in detail the specific reason(s) that this applicant should apply.

申請者氏名 / Applicant's Name:

学籍番号 / Student ID No.:

修了見込 / 6月 / June 9月 / Sept. 12月 / Dec.
(Expected Month of Graduation) 翌年3月 Mar. of the following year 未定 /Undecided

免除対象者となるべき具体的な理由 / Specific reasons why this applicant should be exempt

指導教員氏名(署名) / Academic Supervisor's name (Signature)

指導教員用 / Academic Supervisor use

年 月 日
[YYYY] [MM] [DD]

標準修業年数を超えて在学することについての理由書(申請者用)
Statement on Study at Tokyo Tech That Exceeds the Standard Duration
(Applicant use)

申請者氏名 / Applicant's Name:

学籍番号 / Student ID No.:

修了見込 / 6月 / June 9月 / Sept. 12月 / Dec.
(Expected Month of Graduation) 翌年3月 Mar. of the following year 未定 /Undecided

理由(具体的に記入) / Reasons explained in detail

申請者氏名(署名) / Applicant's name (Signature)

申請者用 / Applicant use