

Date: _____, 2018

To the Dean of the Graduate School of [_____]

Application for the installment payment of the admission procedure fee for academic year 2018

2018 年 9 月入学 入学手続時納付金分納願

I cannot complete the payment of the admission procedure fee by the designated date for the following reason. For this, I request you accept that I will install the payment of the admission procedure fee as below. I pledge that I would pay the remaining amount by November 30, 2018.

Name: _____

Graduate school: _____

Examinee's number: _____

Emergency contact: _____ I .

Reason

II. Payment plan

1. By the due date of the second procedure _____ JPY (A)

*Admission fee + Half of the tuition of the Fall semester of 2018 + miscellaneous membership fee

*Please calculate the payment amount according to the formula printed at the back.

2. By November 30, 2018: _____ JPY (Remaining amount)

III. I **am** / **am not**

(Please circle the appropriate one.) to receive SEISEKI-YUSHUSHA (Academic Excellence) Scholarship (For 1st Year of Enrollment).

(Note)

1. Please submit this form by 5:00 p.m. of the designated date on the "Graduate School Admission Guidelines for September 2018 Enrollment" to the Administrative Office of the Graduate School to which you will be admitted.
2. Admission fee and miscellaneous membership fee are not allowed to be paid in installment.
3. Graduate School of Management does not adopt this system.
4. If you have already been decided to receive SEISEKI-YUSHUSHA (Academic Excellence) Scholarship (For 1st Year of Enrollment), half of the annual amount to be granted will be deducted from the designated total granted amount provided that you choose to pay the admission procedure fee in installment. Please see the notice for final granted amount.

(To be continued to the backside)

◆Calculation of the payment in installment for admission procedure fee)

*The Administrative Office which accepts installment payment must confirm this.事務室で必ず検算すること。

For “Designated amount” here, please refer to the list from “Graduate School Admission Guidelines for September 2018 Enrollment”.

Specification	Designated amount (Tuition for Fall semester)	Payment for admission procedure	Remark
Admission fee 入学金	JPY b	b=B JPY (B)	Excluding those who completed the first procedure and/or those who are exempted from paying admission fee. 本学園出身者は対象外
Tuition 授業料	JPY c	c x 1/2 JPY (C)	
Miscellaneous membership	JPY	JPY	Remarks for administrative office
GSA Fee 院協費	4,000 d	d=D 4,000 (D)	院協費は年額徴収
Academic society Fee 学会費	_____ e	e x 1/2= _____ (E)	学会費は年額の 1/2 を徴収
Alumni Fee 校友会費	30,000 f	f=F 30,000 (F)	校友会費は他大学出身者のみ徴収

Those who are decided to receive SEISEKI-YUSHUSHA (Academic Excellence) Scholarship (For 1st Year of Enrollment).

* See the above Note 4

Those who are to receive scholarship only	Annual decided granted amount for the fall semester	Reduced amount for admission procedure	Remark
	JPY g	g x 1/2= JPY (G)	g は年間給付額の 1/2



Total installment payment for admission procedure

Formula	Total installment payment for admission procedure	Remark
(B)+(C)+(D)+(E)+(F) – (G)	JPY (A)	Return to the page 1.

Note) Official use only

注) 以下の欄は記入しないでください。

学費等の納付に関する規程第 7 条にもとづき、入学手続要項に記載された期限までに上記の願い出を受け、面談を行ったうえで、研究科として入学手続時納付金分納を許可しました。

研究科受付日	研究科許可日	事務長印	研究科長印	大学院課受付日	大学院受付印	財務経理課
/	/			/		/