


**For students who hold (or plan to obtain) a “Student” status of residence**

**Government-funded “Student Emergency Aid  
for Continuance of Studies” Application Guidelines**

<b>Overview</b>	In the current situation where the spread of COVID-19 has resulted in a notable economic impact on student life due to a significant decrease in household income and income from part-time work, this is a government-funded project which pays cash to students to ensure that students who are having difficulty continuing their studies at universities do not abandon their studies.
<b>Payment Amount</b>	100,000 yen
<b>How Payments are Made</b>	<p><b>Bank transfer to recipient’s bank account (Direct transfer from JASSO)</b> *Payments cannot be made to banks out of Japan.</p>
<b>Who is Eligible for Payment</b>	<p>As a general rule, the applicant must be independent from their family, must pay their school expenses with income from a part-time job, and the applicant must have had a drastic decrease in income due to the spread of COVID-19, making it difficult to pay for their school expenses even after making use of the existing government scholarship system. Specifically, the requirements that follow this section must be met. However, even if all requirements are not met, the following items may be taken into consideration, and if it is deemed difficult for the applicant to complete their studies, the applicant may be eligible for payment.</p> <p><b><u>Persons who are undergraduate or graduate students of this university registered in the regular curriculum, who have (or are planning to obtain) a “Student” status of residence, and fulfill criteria (1) – (4).</u></b> *See pg. 3 for details</p> <ul style="list-style-type: none"> <li>(1) The applicant is not receiving a large allowance from their family</li> <li>(2) As a general rule, the applicant lives outside of their family home</li> <li>(3) The income from the applicant part-time work has been impacted by the COVID-19 pandemic</li> <li>(4) The applicant cannot expect additional support from their family due to a decrease in household income (from either of their parents)</li> </ul> <p><b>Points to be aware of about applying:</b> Please do your best to submit details that make evident that you are in a difficult financial situation.</p>

<p><b>Number of Recommended Individuals</b></p>	<p><u>Approximately 210 Individuals</u> (estimated)</p>	<p>*The government has set a limit on the number of individuals that can be recommended. In addition to meeting eligibility requirements, students who are experiencing difficulties in their studies will be given recommendation priority.</p>
<p><b>Application Period</b></p>	<p><b>December 24, 2021(Fri) 17:00 – January 13, 2022 (Thu) 17:00</b>  <b>*Japan Time</b>                  Due to regular maintenance, applications will not be accepted every day from 2:00 am to 6:30 pm , Wednesdays from 7:30 pm to Thursdays 9:00 am., and <u>December 28, 2021(Tue) 4:30 – December 31, 2021(Fri) 5:30.</u></p>	
<p><b>How to Apply</b></p>	<p><b>Apply online using the application form (See pg. 4 for URL)</b></p>	
<p><b>Contact</b></p>	<p>Form for consultation/inquiry regarding Government-funded “Student Emergency Aid”.  <a href="https://global.support.ritsumeikan.ac.jp/hc/en-us/requests/new?ticket_form_id=360006690633">https://global.support.ritsumeikan.ac.jp/hc/en-us/requests/new?ticket_form_id=360006690633</a></p> <p>(Replies will not be sent on Saturdays, Sundays, national holidays and December 28, 2021(Tue) – January 5, 2022 (Wed).                  *Please use this guide and the Q&amp;A (pg. 5) as a reference to make judgments on your own as best you can. An expedient selection process is necessary in this situation, but a large amount of inquiries may interfere with the selection process.</p>	

## Payment Eligibility Requirements and Documents Required for Submission

Payment Eligibility Requirements		Documents Required for Submission
		*Please prepare photo data (with clearly identifiable written content) so that it can be attached to the application form
(1)	The applicant is not receiving a large allowance from family *Large amount: Approximately 1.5 million yen or more per year (including tuition but not including the admission fee) .	A photocopy of the applicant's deposit/savings bankbook, etc. (optional) *A page that clearly shows the amount of the applicant's allowance (e.g., one month's allowance, etc.)
(2)	As a general rule, the applicant lives outside of their family home	[For students living outside of their family home] A photocopy of the lease for their apartment/residence, a document showing proof of their most recent rent payment, a photocopy of their Certificate of Residence, etc.  [If they live at a Ritsumeikan University International Dormitory] No submission required [If they live at their family home] No submission required
(3)	The income from the applicant part-time work has been impacted by the COVID-19 pandemic 1) The applicant is unable to get the anticipated income from part-time work due to the impact of the COVID-19 pandemic. 2) Compared to before the start of the COVID-19 pandemic, there has been a significant decline in the income the applicant receives from part-time work (50% or more) , and the situation has not improved even this year. 3) Even if the income from the applicant part-time work has increased or reached a certain level, it is difficult to continue with the applicant studies because the applicant has had to increase the income from part-time work due to a deterioration in the applicant family's financial situation.	Paystubs from the employer showing income before and after reductions (optional) * If the applicant does not have a salary statement, or if the applicant is enrolled in April or September 2021 and has not received an actual part-time job salary, the applicant does not need to submit it.
(4)	The applicant cannot expect additional support from their family due to a decrease in household (either of their parents) income	Certificate of receipt (if submission is possible) if other official COVID-19-related support measures are being received

## How to Apply

### 1. Prepare necessary documents

Please refer to pg. 3 and prepare photo data of all necessary documents for submission.  
\*Please be sure to take photos in a well-lit area so that documents have clearly identifiable written content.



### 2. Apply on the online application form

(December 24, 2021(Fri) 17:00 – January 13, 2022 (Thu) 17:00 \*Japan Time)

Access the following URL and log in with your RAINBOW ID and password. Attach and send your photo data prepared in STEP 1.



<https://cw.ritsumei.ac.jp/campusweb/SVA20D0.html?key=SUR20211222160725952644697>

Confirmation and recommendation of applications by universities



### 3. Decision and Wire Transfer: The transfer will be made as soon as the procedures at JASSO are completed.

Officially-selected applicants will receive a bank transfer.  
Please confirm application result by checking for a bank transfer.  
\*The wire transfer sender name will appear as “ガクセイトウキンキュウキュウフキン (Gakuseito kinkyu kyufukin).”

## Points to remember when applying (Please also read the Q&A on Pg. 5)

- You can correct what you've entered in the application form by re-entering your information. However, this can only be done during the application period. Corrections cannot be made after the application period ends. Your application will be assessed using the information that you last entered.
- Please review these guidelines and the Q&A on the following page, and make your own judgments in regard to the documents that you will need to submit. Please refrain from making too many inquiries, as doing so may interfere with the selection process.
- Please take caution with the following matters when filling out the application form:
  - (1) When trying to log into the application form while logged into CAMPUS WEB (when checking manaba+R or using other functions), an error message may appear. If logging in directly from the error screen, and the application form does not appear, log out, close the browser and log into the application form again in a new browser.
  - (2) If filling out the application takes too long, it may time-out, so please take precautions by temporarily saving application data.

## ■ ■ Q&A ■ ■

- [Q1] Do I need to fully meet the eligibility requirements to receive the payment?**  
[A1] We ask that you meet the requirements, but you can apply even if there is an item you cannot meet. We will make a comprehensive judgment based on the content you have reported (certifying documents and the content of open-ended questions). However, in the unlikely event that there is a false statement in your information, you may have to return your payment.
- [Q2] Am I unable to apply if I don't have all the necessary documents? Also, do I need to submit documents that are marked optional?**  
[A2] If you do not have all of the necessary documents, and cannot submit them, you can still apply with self-reported information. However, if you do so, please do your best to submit details that make evident that you are in a difficult financial situation. In the unlikely event that there is a false statement in your information, you may have to return your payment.
- [Q3] Is there an age requirement?**  
[A3] There is no age requirement.
- [Q4] Am I eligible even if I'm on leave from school or studying abroad?**  
[A4] Even if you are on leave from school or studying abroad, you are eligible as long as you meet the requirements for payment.
- [Q5] What period do I need to show in the photocopy of my bankbook showing my monthly allowance?**  
[A5] Please submit material from January 2020 or later.
- [Q6] Am I ineligible if I'm a student who lives in my family's home or if I don't have to pay rent?**  
[A6] This benefit covers school expenses and other expenses that would normally be covered by income from part-time work earned independently of the applicant's family, and it supports students and others who have difficulty continuing their studies due to the impact of COVID-19. Therefore, students who live in their family homes or do not have to pay rent are not immediately excluded from eligibility. If you are a student living at your family home but have not received any financial support for school and other expenses from your family, please select the appropriate item on the application form.
- [Q7] Can I still apply if I just began school in April and have not had a decrease in my income from part-time work?**  
[A7] If you are planning to work part-time and you are unable to earn the income you were supposed to earn, you are eligible for payment. Please enter your expected annual income from part-time work on the application form.
- [Q8] Can I receive both this fund and the "Ritsumeikan University Emergency Support Benefits" (Application Closed: July 21<sup>st</sup>. 2021, Payment Amount: 30,000 yen) offered by Ritsumeikan University?**  
[A8] Yes, you can.
- [Q9] If I apply, am I guaranteed to be accepted?**  
[A9] Examinations are conducted based on the contents of your applications, so there is no guarantee that you will be accepted. The examination will be conducted based on what you have entered in the application form, with priority given to students who are having the greatest difficulty in continuing their studies.
- [Q10] What kind of file formats can I use when submitting the photo data in the application form?**  
[A10] Please submit general photo data (JPEG, PDF, etc.). Only one file can be submitted per submission item. Please keep the total file size for all attachments within 100 MB.
- [Q11] Are there any financial institutions that I can't use to accept bank transfers?**  
[A11] banks out of Japan cannot be used.
- [Q12] How do I know whether I was selected for the support payment?**  
[A12] Students that are selected will receive a wire transfer directly from JASSO to their bank account. The wire transfer is the notification of the application decision. The transfer will be made as soon as the procedures at JASSO are completed. (as stated in the guidelines on the previous page).

< Handling of personal information > Information such as the application form submitted this time and documents showing the household status will be used for the selection of this emergency aid. It may also be used in future scholarship recruitment information. Your information will only be used within the scope of this purpose of use.