

National and Public High School Grants for Supplemental Scholarship - Initiative of Tokyo Metropolitan Government for Fiscal 2018 -

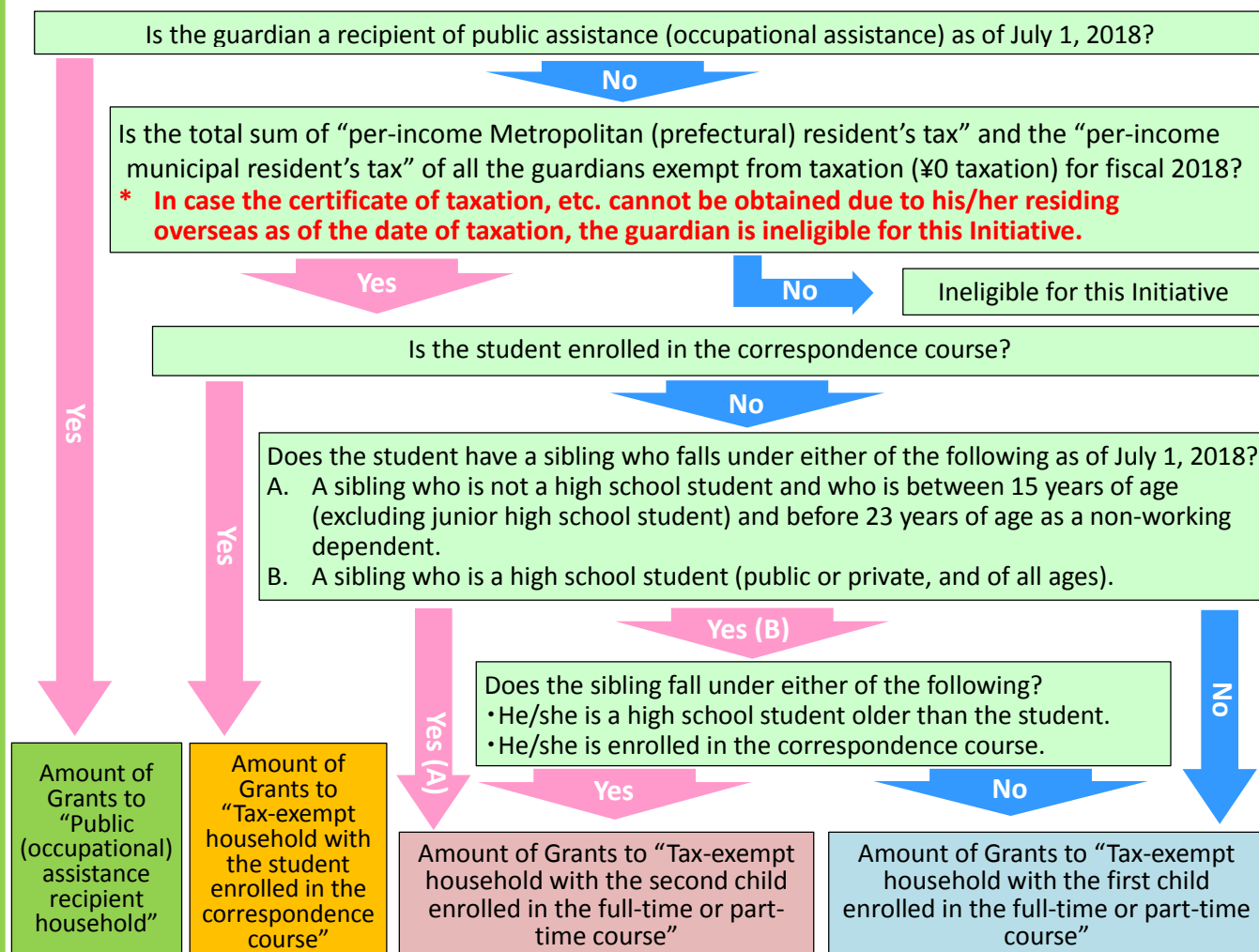
- * The application period and the screening criterion are different from those for “Tuition Support Fund” and “Non-repayment type Scholarship”. Please note that there are differences.
- * Those intending not to apply for “Grants for Supplemental Scholarship” are not required to submit documents.

1. Eligible Applicants

The guardian who meets all requirements below as of July 1, 2018 (Base date *Entrance date for the student enrolled in and after July)

- (1) Having a national or public high school student eligible for High School Tuition Support Fund or High School Relearning Support Fund.
 - * The high school student is ineligible in case he/she is taken care of by a children’s institution, etc. or entrusted with a foster parent and covered by expenses spent for administrative measures (for study tours or special fostering).
- (2) The household being a public assistance recipient or the total sum of all the guardians’ per-income Metropolitan and municipal resident’s taxes being exempt from taxation (¥0 taxation).
- (3) The guardian having his/her residence registered in Tokyo.
 - * In the case his/her residence is registered out of Tokyo, the guardian should file an application with the board of education of the prefecture where his/her residence is registered.
 - * Even in the case the student is enrolled in a national or public high school out of Tokyo, the guardian whose residence is registered in Tokyo should file an application with Tokyo Metropolitan Board of Education.

Eligibility ascertainment sheet *In the case the student has one or more siblings eligible for this Initiative, the guardian is required to file respective applications.



2. Amount of Annual Grants

	Full-time/Part-time	Correspondence
Public assistance (occupational assistance) recipient household	¥32,300	¥32,300
Tax-exempt household (first child)	¥80,800	¥36,500
Tax-exempt household (second child on)	¥129,700	

*Grants are not required of repayment. * The time of granting is scheduled for December 2018.

3. What Are Necessary Documents?

*Documents for application with ☆ are available, in and after July 2018, at the Management and Planning Office of the senior high school the student is enrolled or at the website of Tokyo Metropolitan Board of Education.

All applicants

- ① **Application form of Initiative of Tokyo Metropolitan Government: National and Public High School Grants for Supplemental Scholarship (☆)**
- ② **Account Transfer Payment Form for Grants (☆) and a copy of Deposit Passbook**
(The page containing information on the bank code, branch code, account number and account holder)
- ③ **Authorization Letter of Appropriation (☆)** (In the case the guardian approves the Metropolitan high school in question to appropriate Grants for the student-related expensed to be collected.)

Public assistance (occupational assistance) recipient household

- ④ **Occupational Assistance Recipient Card (☆)**
 - Submission of Public Assistance Recipient Card, issued by the municipal welfare office, would suffice in the case it contains the description of “Occupational Assistance Recipient”, etc.
 - Please make it sure that the “start date of assistance receipt” by the guardian is stated as on or before “July 1, 2018” and that the date of issuance of the Card is on or after “July 1, 2019”.

Tax-exempt Household (First child and second child)

* **In the case you have submitted necessary documents before to apply for High School Tuition Support Fund, etc., you do not need to submit such documents.**

	In the case the student attends a Metropolitan school	In the case the student attends a non-Metropolitan school
④	Individual Number Collection Sheet (☆: Available only at the Management and Planning Office of Metropolitan schools)	Any of the following for all the guardians Certificate of Taxation (Non-taxation) of Resident's Tax for fiscal 2018 Notification for Special Collection Deducted from Salary for fiscal 2018 Advice of Resident's Tax Payment for fiscal 2018
⑤	Copy of Residence Certificate or Certificate of Entry in Residence Certificate (☆) Please make it sure that the “date of becoming a resident” for the guardian is on or before “July 1, 2018” and that the date of issuance of Certificate is on or after “July 1, 2019”.	
⑥	(In the case the student has a sibling who is not a high school student and who is between 15 and 22 years of age as a non-working dependent) Copy of Health Insurance Card of the sibling In case the student is covered by National Health Insurance, submit Request of Dependence (☆) together.	
⑦	(In the case the student has a sibling enrolled in a non-Metropolitan high school and in the case application is filed as the second child) Certificate of Enrollment for the sibling issued by his/her high school	
⑧	(In the case the student has no guardian and he/she maintains living on other's income) Copy of Health Insurance Card of the student In the case the student is covered by National Health Insurance, submit Dependence Form (☆) together.	

- *1. In the case you cannot submit Individual Number for some reason, see (3) of the following Notes for document submission.
- *2. In submitting Residence Certificate, erase, black out or make unreadable Individual Numbers of those who are not required of document submission.

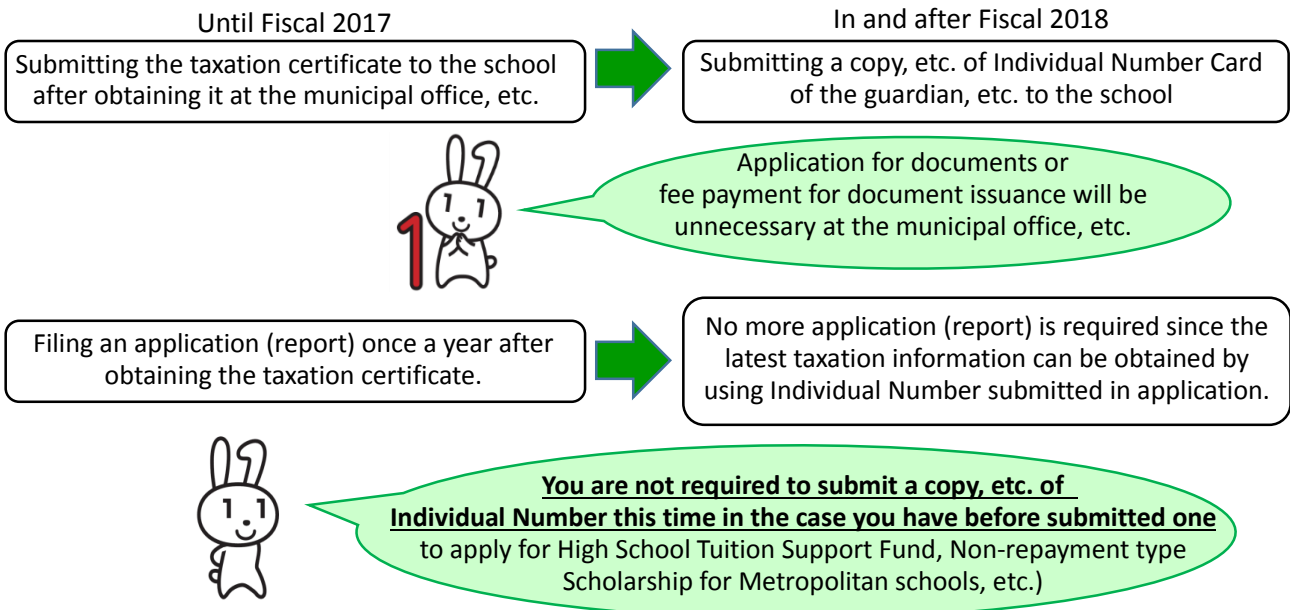
Notes for document submission

- (1) In the case you have submitted necessary documents before in application for High School Tuition Support Fund, etc., you are not required the above documents.
*In the case you have submitted, in application for High School Tuition Support Fund, etc., Certificate of Occupational Assistance Recipient and copy of Residence Certificate or Certificate of Entry in Residence Certificate that had been issued on or before “June 30, 2018”, you are required of submitting new documents that are issued on and after “July 1, 2018”. Please note it.
- (2) Once documents are submitted, they shall not be returned to the applicant. When you find it necessary to retain the original documents at hand, submit their copies. In submitting such copies, please make it sure that all letters and figures of the copy are clearly readable, including the applicant's name and Individual Number.
- (3) In the case the person with parental authority or guardian of a minor falls under any of the following four, his/her income shall not be considered in screening. Documents to ascertain his/her income is not required. For the sake of procedure, regard the student in question as having no person with parental authority or guardian of a minor, and submit necessary documents.
① **Head of Child Guidance Office exerting parental authority temporarily**, ② **Head of Child Welfare Institution**
③ **Guardian of a minor who is a corporate person**, ④ **Guardian of a minor who is supposed to exert authority only on property**
- (4) In the case you cannot submit Individual Number Collection Sheet for some reason, please submit any of the following documents instead of the above “Individual Number Collection Sheet”. (Per-income municipal resident's tax as well as per-income Metropolitan (prefectural) resident's tax can be ascertained with the following documents.)
① **Certificate of Taxation (Non-taxation) of resident's tax for fiscal 2018**, ② **Notification for Special Collection Deducted from Salary for fiscal 2018**, ③ **Advice of Resident's Tax Payment for fiscal 2018**
- (5) In the case the student is enrolled in a national or public high school other than a Metropolitan high school, the application form for National and Public High School Grants for Supplemental Scholarship must contain certification (seal) by the head of the high school of his/her of enrollment and of his/her eligibility for High School Tuition Fund or High School Relearning Support Fund.

4. To Students Enrolled in Metropolitan Schools:

The Individual Number System (Social Security and Tax Number System) was implemented, effective January 1, 2016. In order to simplify application procedures for Grants for Supplemental Scholarship for and after fiscal year 2018, Metropolitan high schools and Metropolitan secondary education schools begin to accept applications that use Individual Number.

■ Benefits for applicants using Individual Number



■ Documents to ascertain Individual Number

(1) Notification Card for Individual Number



(2) Reverse side of Individual Number Card



(3) Residence Certificate containing Individual Number

You can obtain it at the office of municipality (ward, city, town or village) where your residence is registered.

■ Handling of personal information submitted

We, Tokyo Metropolitan Board of Education, place personal information of the student, guardians, etc., which we have collected under this Initiative, appropriately and strictly in accordance with law and regulations.

In the case we entrust operation of Grants for Supplemental Scholarship to other business entity, we conduct a necessary and appropriate supervision over the entrusted business.

We may use submitted Individual Number for other educational support projects (High School Tuition Support Fund, Metropolitan School Non-repayment type Scholarship, and Metropolitan School Relearning Support Fund).

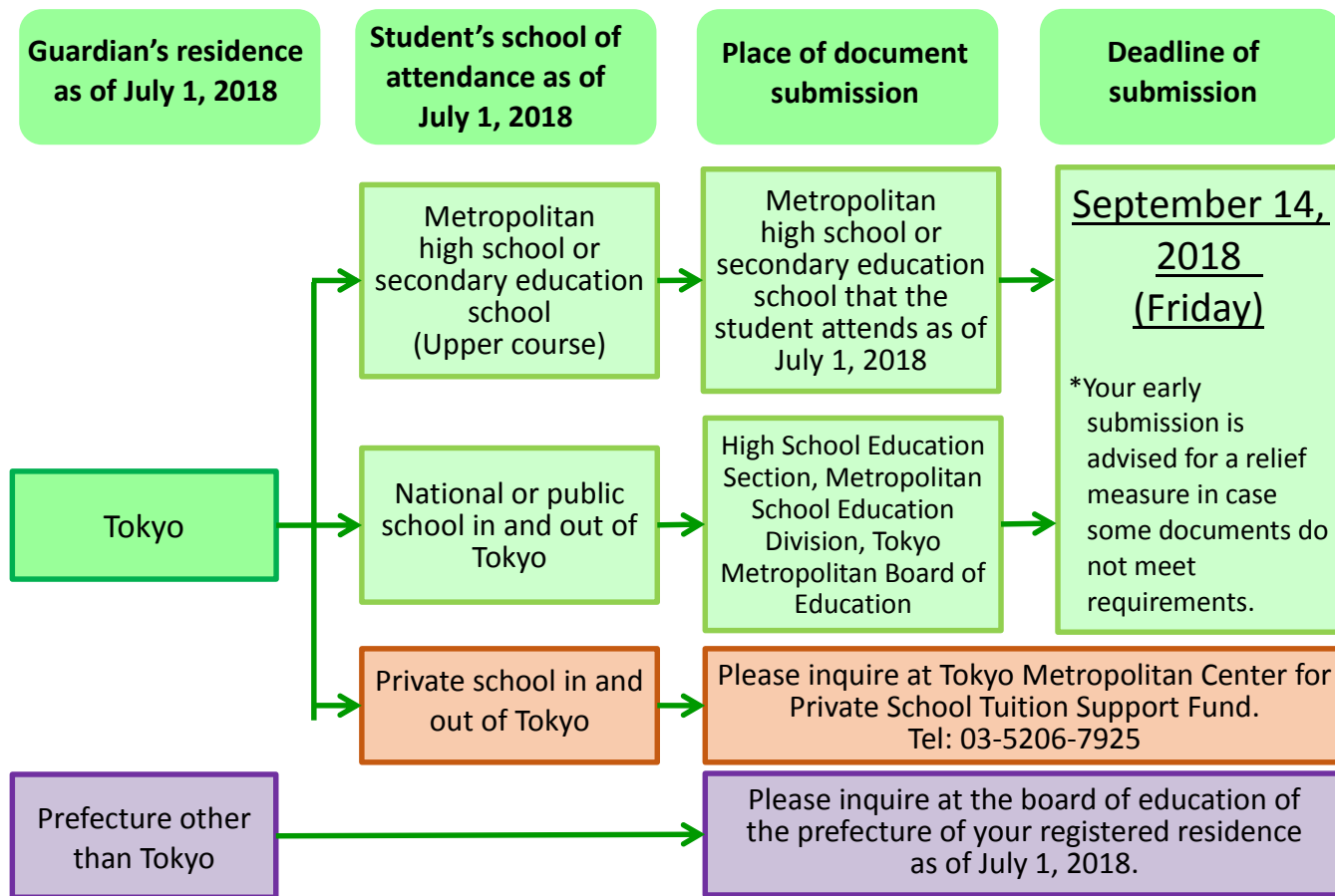
We request for your prior understanding.

*Taxation information is the sole information to be obtained by using Individual Number.

May we remind you that you are required to obtain, at the municipal office, etc. as before, Certificate of Occupational Assistance Recipient, Certificate of Public Assistance Recipient, Residence Certificate and Certificate of Entry in Residence Certificate?

5. Submission: Until When and To Whom?

Please make it sure that the deadline for and the place of document submission depend upon the guardian's registered residence and the student's school of attendance.



6. FAQ

Q1: I have no residence registered in Japan since I have been assigned abroad. My child is granted financial aid from High School Tuition Support Fund. Is my child also eligible for Grants for Supplemental Scholarship?

A1: As for Grants for Supplement Scholarship, all the guardians of the student are required to register their residence in Japan. If any of the guardians has no residence registered in Japan due to overseas assignment, the student is not eligible for it.

Q2: Can I apply for this Initiative though the child changed schools (left the school) on or after July 1? In case I can, should I submit documents to the new school?

A2: Yes, you can. If the child left the school on or after July 1, submit documents to the school he has left. If the child changed schools on or after July 1, submit documents to his former school.

Q3: The father of the student was transferred to a different prefecture away from home in Tokyo. Can we file an application with Tokyo?

A3: In case Tokyo is the home ground for the living of your household, file it with Tokyo Metropolitan Government. However, if application has been filed in the prefecture the father resides, you are unable to file one in Tokyo.

7. Inquire at:

▶ **The household of which student is enrolled in a Metropolitan high school or Metropolitan secondary education school**

Management and Planning Office of the high school the student attends,

▶ **The household of which student is enrolled in a national or public high school, etc. other than Metropolitan high school**

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