

\* The Japanese version is the authoritative version, and this English translation is intended for reference purposes only. Should any discrepancies or doubts arise between the two versions, the Japanese version will prevail.

## **Guidelines of Tokyo University of Foreign Studies for Exemption of Tuition Fees for Students Who Experience a Sudden Change in Household Finances Due to the COVID-19 Pandemic**

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### Article 1 Purpose

In accordance with Article 2, paragraph 1, item 1 of the Rules for Exemption or Deferral of Tuition Fees for Tokyo University of Foreign Studies (established on July 28, 2020), these Guidelines provide for necessary matters pertaining to exemption from tuition fees for students who suffer a sudden change in their financial circumstances due to the COVID-19 pandemic (hereinafter referred to as a “sudden change in finances due to COVID-19”), under the actions to be implemented during the 4th Mid-Term Goals period.

### Article 2 Students Eligible for Exemption from Tuition Fees

Support for students who suffer a sudden change in finances due to COVID-19, as defined herein, is available to students of School of Language and Culture Studies, School of International and Area Studies and School of Japan Studies (hereinafter referred to as the “Faculties”), and Graduate School of Global Studies.

### Article 3 Types of Sudden Changes in Finances Due to COVID-19

Examples of sudden changes in finances due to COVID-19 as set forth in these Guidelines are shown in the appendix.

### Article 4 Selection of Applicants

1. The selection of applicants eligible for exemption from tuition fees due to a sudden change in finances due to COVID-19 shall be determined by a discussion at the Student Management Office Meeting based on assessment of the applicant’s family’s financial position and academic record in accordance with the appendix.

2. The selection criteria are subject to the budget determined by the Board of Directors based on a discussion at the Student Management Office Meeting.

Appendix

Type	Target	Exemption terms	Exemption amount
Sudden change in finances due to COVID-19 (α)	Faculties students Graduate students	Exemption will be granted to those who are within their average degree program length and meet one of the following conditions, based on assessment of the applicant's household financial circumstances and their own academic record.  1. Those who are able to provide documentation that their household's overall income has been reduced by half compared to any year from 2019 onward.  2. Those who are able to provide documentation showing that they have received national or local government subsidies related to the COVID-19 pandemic.	50% or 100% exemption
Sudden change in finances due to COVID-19 (β)	Faculties students	Exemption will be granted to students who are within the average degree program length and who have studied for 5 years or less after a period of study abroad as exchange students and whose financial circumstances are verified as being directly or indirectly impacted by the COVID-19 pandemic, based on assessment of their household's financial situation and their own academic record.	33% exemption