

In case international students take a leave of absence for military service (newly enrolled students)

In case that international students with a “Student” resident status take leave of absence for military service, the students are eligible to receive, as a scholarship, the equivalent amount of tuition fees in spring semester and tuition fees during the period of absence at the time of return to the university by following necessary procedures. Please apply after reading the following procedures carefully.

【Procedures before military service】

Order	<input checked="" type="checkbox"/> Procedure	Deadline	Submission
①	<input type="checkbox"/> Contact Global Education Center ・ Inform Global Education Center via email that you take a leave of absence for military service. Email: gso@hosei.ac.jp	Before enrollment	Global Education Center
②	<input type="checkbox"/> Submission of application for a leave of absence *Your faculty office will let you know by e-mail how to submit the application. ★ <u>A fresh application must be submitted to your faculty for each new academic year. (Submit the application for a leave of absence to your faculty again in 2nd year of military service.)</u> 【Application for a leave of absence】 https://www.hosei.ac.jp/campuslife/guide/shinsei/kyugaku/	Before enrollment	Your faculty
③	<input type="checkbox"/> Payment of tuition fees to the university during the leave of absence We will contact you separately by E-mail. The equivalent amount of tuition fees for spring semester in 1st year and tuition fees during the period of absence on and after fall semester in 1st year will be paid (refunded) to you as a scholarship after return to the university. ・ Amount: 1 st year Tuition fees for spring semester + tuition fees during the period of absence 50,000 yen (for fall semester) 2 nd year Tuition fees during the period of absence 100,000 yen (for spring and fall semester) . ★ <u>Tuition fees for a leave of absence must be paid for each academic year. Fees for two years cannot be paid together.</u> ・ Tuition fees for spring semester in 1 st year will be refunded except enrollment fee and alumni association fee.	Spring: end of April Fall: end of September	

【Procedures during the military service and after return to the university】

①	<input type="checkbox"/> Application for the Certificate of Eligibility ・ The university will apply for your Certificate of Eligibility on behalf of you about 3 months before your entry date to Japan. We will contact you separately by E-mail.	3 months before your entry date to Japan	Global Education Center
②	<input type="checkbox"/> Submission of the application for scholarship by E-mail ・ Submit the application after return to the university from the military service.	Return in Spring: end of May Return in Fall: end of October	
③	<input type="checkbox"/> Acquisition of the certificate of military service (confirmation of service) and submission of the certificate by E-mail		

	<ul style="list-style-type: none">• Submit the application after return to the university from the military service.• Only a certificate stating the period of service is valid.• The certificate should be written in English. If it is in Hangul, a Japanese translation must be attached.		
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*After all procedures above are completed and confirmed, an equivalent amount of tuition fees for spring semester and tuition fees for the period of absence will be paid (refunded) as a scholarship.

If you do not return to the university after military service, the amount will not be paid.

【Contact】

Global Students and Scholars Support Office, Global Education Center, Hosei University

2-17-1 Fujimi, Chiyoda-ku, Tokyo 102-8160 Japan

Tel.: 03-3264-5475 / E-mail: gso@hosei.ac.jp