

# High School Tuition Support Fund Paper Application Procedures

## 【What is the High School Tuition Support Fund?】

- The High School Tuition Support Fund is a system where the National Government covers the cost of high school course fees on behalf of the students. (Repayment is not required)
- ※ 1 Funds are not directly paid to the student or carer. Course fees will be paid to the high school by the National Government on behalf of the student.
- ※ 2 If you do not apply or meet the requirements to receive the support fund, you will need to pay course fees.



Saitama Prefectural Mascots  
"Kobaton" and "Saitamatch"

## 【How to Apply Using a Paper Application】

Place the documents listed in ①～② in the envelope provided, and submit it to your school by their deadline.

〈Documents to be Submitted〉

① **High School Tuition Support Fund Application Form** **※ Required**

② **Additional Documents**

**※Required if any of the following circumstances apply**

You will be required to submit the additional documents listed on page 4 if any of the following apply:

- a) The student is of non-Japanese nationality
- b) The student previously attended a different high school and was receiving the High School Tuition Support Fund subsidy

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## 1 High School Tuition Support Fund Subsidy

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The subsidy amount depends on the course of study you are enrolled in and is generally equal to the cost of course fees.

Course of Study	Subsidy Amount
Full-time	9,900 yen (per month)
Part-time	2,700 yen (per month)
Part-time (Credit System)	1,740 yen (per credit)
Correspondence Courses	330 yen (per credit)

※ For part-time (credit system) and correspondence courses, the subsidy amount is determined by the number of credits taken. You can receive an amount equivalent to the cost of up to 74 credits for the duration of your schooling.

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## 2 Eligibility Criteria

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Applicants who meet **all requirements** listed ①~④ are eligible to apply.

You will not be penalized if you are found to be ineligible.

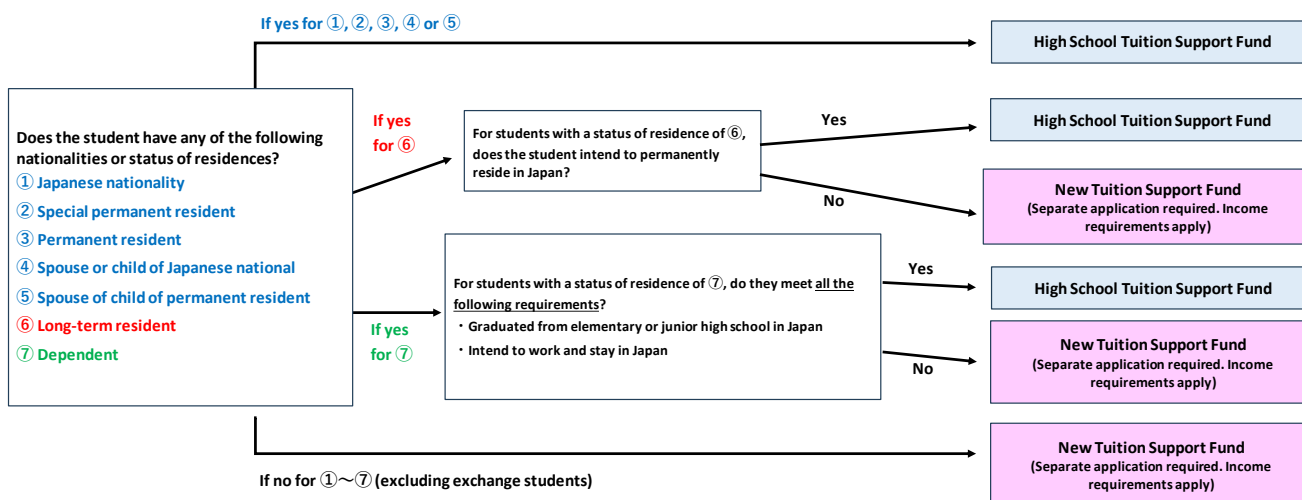
- ① The student resides in Japan.
- ② The student has not graduated from or completed high school.
- ③ The student has not been enrolled in high school for more than a total of 36 months (48 months for part-time and correspondence courses).
- ④ The student is of Japanese nationality, or is of non-Japanese nationality with a status of residence such as permanent resident in Japan.

※ Based on their status of residence, students that live in Japan can receive money from one of the available support funds to have their course fees subsidized.

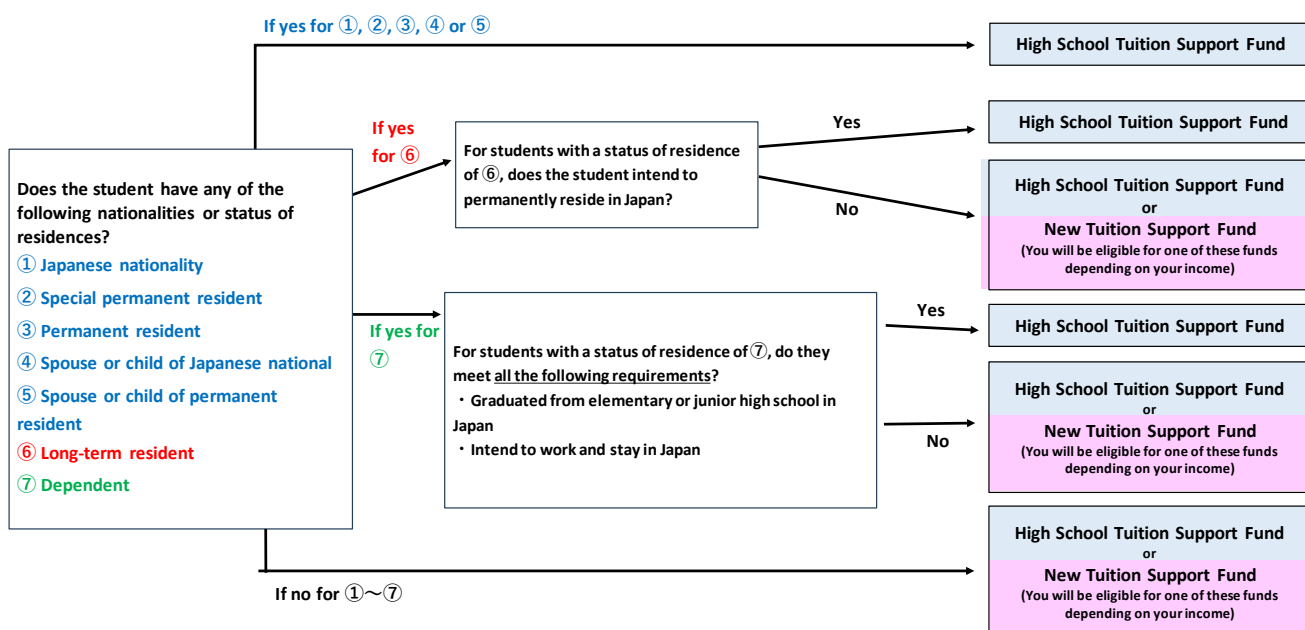
※ Students with the following nationality or status of residence are eligible:

- ① Students of Japanese nationality
- ② Students of non-Japanese nationality who have one of the following status of residences:
  - Special permanent resident
  - Permanent resident
  - Spouse or child of Japanese national (child)
  - Spouse or child of permanent resident (child)
  - Long-term residents who have been recognized as having the intent to permanently reside in Japan
  - Individuals who have graduated from elementary and junior high school in Japan having a Dependent status of residence, and have been recognized as having the intention of working and staying in Japan after graduating senior high school.

**(For first-year students) Students entering high school from April 2026 onwards**



**(For current students) Students who have been attending high school since March 2026 or earlier**



※ Following the assessment result for the High School Tuition Support Fund, students who are eligible for the new tuition support fund (a system to support students of non-Japanese nationality who are not eligible for the High School Tuition Support Fund) will be notified by the school they are currently attending.

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## 3 Documents to be Submitted

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① **High School Tuition Support Fund Application Form** **※ Required**

Please fill out the required sections using the examples on pages 5-6 as a reference.

② **Additional Required Documents** **※ only when applicable**

If any of the following apply to the student, please submit the relevant required documents.

a) For residents of non-Japanese nationality

[Required documents: one of the following documents that proves status of residence]

Residence card (photocopy), special permanent resident certificate (photocopy),  
residence certificate (official copy)

※ For students who have “dependent” status of residence

[Required documents]

In addition to one of the documents listed above that proves status of residence, please also provide the two documents listed below (3 documents to be submitted in total).

- 1) A document that proves you graduated from elementary school  
A diploma [*sotsugyou shousho*] (photocopy) or certificate of graduation [*sotsugyou shoumeishou*] from your elementary school
- 2) A document that proves you graduated from junior high school  
A diploma [*sotsugyou shousho*] (photocopy) or certificate of graduation from your junior high school [*sotsugyou shoumeishou*]

\*Please see Question 4 of the Frequently Asked Questions section for more information on how to obtain a certificate of graduation [*sotsugyou shoumeishou*].

b) (Regardless of nationality or status of residence) If the student previously attended a different high school and was receiving the High School Tuition Support Fund subsidy

[Required documents]

A notice issued by the high school the student previously attended that states their High School Tuition Support Fund payments have been cancelled.

**[Example] Application Form (front)**

Fill in a date in April.

令和8年4月 8 日

※ 太枠内は生徒本人が署名してください。保護者等による代筆も可能です。

生徒が在学する学校の名称		課程	学科
埼玉県立埼玉高等学校		全日制・定時制・通信制	普通 科
ふりがな	さいたま いちろう		
生徒の氏名	埼玉 一郎		

生徒の生年月日	平成22年 11 月 14 日	保護者等の電話番号	090-0000-XXXX
保護者等の電子メールアドレス	00000 @ XXXXX.ne.jp		
生徒の住所	〒330-9301 埼玉県 さいたま市 浦和区高砂3-15-1		

以下の2つのうち

Check  here if you are applying.

<input checked="" type="checkbox"/> 受給資格認定申請書	高等学校等就学支援金の受給資格の認定を申請します。
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<input type="checkbox"/> 不申請の申出	If you are <u>not</u> applying, check <input checked="" type="checkbox"/> this box and provide a reason. If you are not applying, you will be required to pay course fees.
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※ 申請しない場合

※ 不申請の申出書にをする場合（申請をしない場合）は、以下の欄の記入は不要です。

次の事項を必ず確認の上、両方にを付けてください。

<input checked="" type="checkbox"/> 1 この申請書又は届出書の記載内容は、事実に相違ありません。	If you are applying, make sure to check <input checked="" type="checkbox"/> both boxes after reviewing all items.
<input checked="" type="checkbox"/> 2 この申請書は、以下の拘束事項に準じて作成されています。	

Fill in information about the student's enrollment at their current high school.

①現在通っている高等学校等の在学期間	埼玉県立 埼玉 高等学校	【うち支給停止（休学）期間】 年 月 日 ~ 年 月 日	の種類・課程・学科 高等学校（全日制）
②過去に別の高等学校等に在学していた期間	立	年 月 日 ~ 年 月 日 【うち支給停止（休学）期間】 年 月 日 ~	学校の種類・課程・学科
③過去に別の高等学校等に在学していた期間	立	年 月 日 ~ 年 月 日 【うち支給停止（休学）期間】 年 月 日 ~	

If the student previously attended another high school, please fill in the information here.

※ 次のいずれかに該当する者は、就学支援金の受給資格認定の申請ができません。  
 ・高等学校等（修業年限が3年未満のものを除きます。）を卒業又は修了した者  
 ・高等学校等に在学した期間が通算して36月（定時制・通信制の場合は48月）を超えた者（ただし、就学支援金の支給停止（休学）期間は含めません。）

[Example]  
Application Form (back)

If applying, you must check  one of these options.

[If the student is of Japanese nationality]

Your application is now complete. You do not need to submit any additional documents.

【2 生徒の国籍・在留資格・在留期限等について①】  
以下の2つのうち、いずれかにをしてください。

- ①  日本国  
②  日本国以外

上記(1)で②「日本国以外」事項を記入ください。

[If the student is of **non-Japanese nationality**]

Check  your status of residence, and fill out the required items in the right column.

- ③  特別永住者  
④  永住者  
⑤  日本人の配偶者等  
⑥  永住者の配偶者等  
⑦  定住者  
⑧  家族滞在  
⑨  上記以外

The **example** provided is for a student with a "**dependent**" status of residence

- ① Fill in the expiry date of your Period of Stay  
② Fill in the address and name of the primary and junior high school you graduated from  
③ Check  one of the boxes in the "Intent to work in Japan" section

在留期限(満了日)	(西暦) 2028年3月31日	
日本国の小学校の卒業の有無等	<input checked="" type="checkbox"/> 卒業した <input type="checkbox"/> 卒業していない	
	小学校名	●●小学校
	所在地(都道府県)	埼玉 都・道 府・県
日本国の中学校の卒業の有無等	<input checked="" type="checkbox"/> 卒業した <input type="checkbox"/> 卒業していない	
	中学校名	▲▲中学校
	所在地(都道府県)	埼玉 都・道 府・県
日本で就労する意思の有無	<input checked="" type="checkbox"/> はい(あり) <input type="checkbox"/> いいえ(なし)	

【3 生徒の国籍・在留資格・在留期限等について②】

生徒の在留資格・在留期間等を確認するため、次のいずれかに所してください。

①在留資格等	②提出書類(在留資格・在留期間が明記されているもの(いずれか1点))
<input type="checkbox"/> 特別永住者 <input type="checkbox"/> 永住者 <input type="checkbox"/> 日本人の配偶者等 <input type="checkbox"/> 永住者等の配偶者等 <input type="checkbox"/> 定住者等 <input type="checkbox"/> 上記以外	<input type="checkbox"/> 「住民票の写し」(原本・コピー不可) <input type="checkbox"/> 「特別永住者証明書」(コピー) <input checked="" type="checkbox"/> 「在留カード」(コピー) <input type="checkbox"/> いずれの書類も提出できません。(就学支援金は支給されません。)
<input checked="" type="checkbox"/> 家族滞在	上記のいずれか1点に加えて、次の2点 <input checked="" type="checkbox"/> 「日本国の小学校の卒業証書の写し又は卒業証明書」 <input checked="" type="checkbox"/> 「日本国の中学校の卒業証書の写し又は卒業証明書」

【4 確認事項】 次の...  
・高等学校等就学...  
・令和8年3月31...  
・その受給資格の...  
・高等学校等就学...  
※ 明らかに高等

(Only for applicants who are of **non-Japanese nationality**)

Please check  the student's status of residence and the supporting documents you will be providing (such as proof of status of residence), and submit these documents along with your application.

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## 4 Frequently Asked Questions

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### Question ① If I apply, will course fees be free while I am attending high school?

- This application is for the subsidy of course fees from April 2026 to March 2027 under the High School Tuition Support Fund. There will be further information available at a later date for course fees April 2027 onwards.
- However, if you do not meet the eligibility criteria for financial support written on page 2, you will not receive subsidies from the High School Tuition Support Fund (i.e. you will be required to pay the course fees).

### Question ② When will I know the outcome of my application?

- At the earliest, results will be announced through your school starting in late July.
- As we need to confirm whether each application meets the requirements, the timeframe when applicants receive their assessment result will vary.
- The assessment and results of your application may be delayed if any of the following apply, as you will be required to provide additional information and documents.

- If your application is incomplete or has incorrect information
- If the student was previously enrolled at another high school and you need to provide proof of enrollment, etc.
- If more information is required during the assessment process

### Question ③ If I am not eligible for the High School Tuition Support Fund due to the nationality and status of residence requirements, are there any other financial support systems that I am eligible for?

- A new tuition support fund (with income requirements) has been established from the 2026 academic year for students who are not eligible for the High School Tuition Support Fund due to nationality and status of residence requirements.
- Following the results of the High School Tuition Support Fund application, students who are eligible will be notified separately by the school they are currently attending.

**Question ④ Where can I obtain a certificate of graduation (*sotsugyou shoumeishou*)?**

- If you have a graduation diploma (*sotsugyou shoushou*) awarded by your elementary or junior high school, you do not need to provide a certificate of graduation (*sotsugyou shoumeishou*). You only need to submit a photocopy of your graduation diploma (*sotsugyou shoushou*), not the original.
- If you do not have a graduation diploma (*sotsugyou shoushou*), you will need to provide a certificate of graduation (*sotsugyou shoumeishou*).
- For information about how you can obtain a certificate of graduation (*sotsugyou shoumeishou*), please contact the elementary or junior high school you graduated from.

## Inquiries

Answers to frequently asked questions regarding the High School Tuition Support Fund and how to apply can be found in this guidebook and on the Saitama Prefectural Government's website.

If you cannot find the answer to your inquiry, please contact one of the offices listed below.

Please contact one of the following:

- ① **The front office of the school the student is attending**
- ② **Saitama Prefecture High School Tuition Support System Call Center**

Contact

Phone: 048-830-8855 Fax: 048-833-0497

Address: 3-15-1 Takasago, Urawa-ku, Saitama-shi, 330-9301

Reception hours: 8:30 a.m. - 5:15 p.m

(Mon-Fri, except public holidays and during the New Year's holiday period.)

\*April, July, November: 8:30 a.m. - 7:00 p.m

(Mon-Fri, except public holidays and during the New Year's holiday period.)



Access the Saitama  
Prefectural Government  
website here!

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検索