

# Budget Report Sheet

## How to fill out the form \*Any false declaration will be dealt with strictly, including denial of exemption.

1. Fill in the "**monthly average expenses**" divided by 12 for the estimated **expenses** for one year from the application reference date (April 1 for the first semester, and October 1 for the second semester). In principle, fill in the amount based on your actual living conditions in Japan so far. Students who have just arrived in Japan should fill in the amount based on the premise that they will maintain a standard of living in Japan.

\*1 Tuition : Please state **the regular amount without exemptions**. (annual tuition 535,800 yen ÷ 12 months = 44,650 yen).

Long-term students should enter their own monthly amount.

\*2 Housing Costs : If living with a roommate, please state the amount you are paying.

\*3 Daily Necessities : Please state **non-zero yen**, which include toilet paper, detergent, garbage bags, and other items necessary for daily life.

2. Fill in the "**monthly average income**" divided by 12 for the estimated **income** for one year from the application reference date (April 1 for the first semester, and October 1 for the second semester). Fill in so that "Total Income = Total Expenses".

\*4 Scholarship : Fill in the total monthly amount, **including scholarships you are applying for** as well as receiving as of the application reference date.

3. Fill in "0 yen" for items with no income or expenses. Be sure that "Total Income = Total Expenses". **Ask your supervisor to date and sign (self-sign) the form.**

## Table to be filled in by applicant

2. Income (Monthly average)			1. Expenses (Monthly average)	
Salary (including part-time jobs)	Applicant	JPY	Tuition *1	<b>44,650</b> JPY
	Family	JPY	Education Fees (books /stationery /research)	JPY
Scholarship *4 (receiving + waiting for result)	Applicant	JPY	Housing Costs *2	JPY
	Family	JPY	Utilities (electricity /gas /water)	JPY
Fellowship (SPRING/ Next-Generation AI / Female Graduate Students in Science and Technology)	Applicant	JPY	Communication Fees (telephone /internet)	JPY
	Family	JPY	Insurance (national health /fire)	JPY
JSPS Research Fellowship		JPY	Transportation (bus /JR /gasoline)	JPY
Benefits and Allowances		JPY	Food Expenses	JPY
Money transferred /brought from outside Japan		JPY	Daily Necessities /Clothing etc. *3	JPY
Withdrawal of Savings		JPY	Entertainment	JPY
Child Rearing Allowance		JPY	Child Education /Child Care	JPY
Others		JPY	Others (medical care /remittance /savings etc.)	JPY
Total		JPY	Total	JPY
Official use		JPY	Official use	JPY
		JPY		JPY
		JPY		JPY

## Supervisor's Comments

I certify that the applicant is in financial hardship as declared above and that it is necessary to have this application approved in order to continue their studies.

【Request for supervisors】 Please be forewarned that even if the applicant has obtained the approval of their supervisor, if any inconsistent facts are found upon receiving the application forms, the applicant may be asked to confirm and correct them.

Date		Name of Supervisor (signature)	
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I hereby declare that the above statements are true and correct.	Date	year	month	day
Student Number	Name of Applicant			

## Example

(様式/Form4)

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\*1 Tuition : Please state the regular amount without exemptions. (annual tuition 535,800 yen ÷ 12 months = 44,650 yen).

Long-term students should enter their own monthly amount.

\*2 Housing Costs : If living with a roommate, please state the amount you are paying.

\*3 Daily Necessities : Please state non-zero yen, which include toilet paper, detergent, garbage bags, and other items necessary for daily life.

Please check.

2. Fill in the "monthly average income" divided by 12 for the estimated **income** for one year from the application reference date (April 1 for the first semester, and October 1 for the second semester). Fill in so that "Total Income = Total Expenses".

\*4 Scholarship : Fill in the total monthly amount, including scholarships you are applying for as well as receiving as of the application reference date.

3. Fill in "0 yen" for items with no income or expenses. Be sure that "Total Income = Total Expenses". **Ask your supervisor to date and sign (self-sign) the form.**

### Table to be filled in by applicant

2. Income (Monthly average)			1. Expenses (Monthly average)	
Salary (including part-time jobs)	Applicant	<b>70,000</b>	JPY	Tuition <sup>*1</sup> <b>44,650</b> JPY
	Family	<b>60,000</b>	JPY	Education Fees (books /stationery /research) <b>50,000</b> JPY
Scholarship <sup>*4</sup> (receiving + waiting for result)	Applicant	<b>0</b>	JPY	Housing Costs <sup>*2</sup> <b>54,000</b> JPY
	Family	<b>50,000</b>	JPY	Utilities (electricity /gas /water) <b>18,000</b> JPY
Fellowship (SPRING/ Next-Generation AI/ Female Graduate Students in Science and Technology)	Applicant	<b>190,000</b>	JPY	Communication Fees (telephone /internet) <b>15,000</b> JPY
	Family	<b>0</b>	JPY	Insurance (national health /fire) <b>10,000</b> JPY
JSPS Research Fellowship		<b>0</b>	JPY	Transportation (bus /JR /gasoline) <b>6,000</b> JPY
Benefits and Allowances		<b>10,000</b>	JPY	Food Expenses <b>56,000</b> JPY
Money transferred /brought from outside Japan		<b>30,000</b>	JPY	Daily Necessities /Clothing etc. <sup>*3</sup> <b>50,000</b> JPY
Withdrawal of Savings		<b>20,000</b>	JPY	Entertainment <b>20,000</b> JPY
Child Rearing Allowance		<b>0</b>	JPY	Child Education /Child Care <b>50,000</b> JPY
Others		<b>22,325</b>	JPY	Others (medical care /remittance /savings etc.) <b>78,675</b> JPY
Total		<b>452,325</b>	JPY	Total <b>452,325</b> JPY
			JPY	JPY
			JPY	JPY

Please ask your supervisor to date and sign (self-sign) the form.  
The name of supervisor must be handwritten.  
(No sealed signature or computer input allowed)

Super

I certif  
[Request  
application forms, the applicant may be asked to confirm and correct them.

Date

Name of Supervisor  
(signature)

I hereby declare that the above statements are true and correct.

Date

**2026** year **4** month **10** day

Student Number

**A123456**

Name of Applicant

**Hirodai Manabu**