

To: Parent/Guardian

## Regarding the Application for the FY 2023 School Expenses Support

令和 5 年度  
(就学援助費の申請について)

The “School Expenses Support” is a system that provides support for school supplies, lunch fee, and other school expenses for children who have difficulty attending public elementary and junior high school due to household economic reasons.

For those who wish to apply for “School Expenses Support” please submit the application form after attaching the required documents according to the following procedure. If you are receiving support for FY 2022 please make sure to re-apply to receive continued assistance for FY 2023.

### 1 Those that becomes an object of the support

Those who meet all of the following conditions are eligible.

- Parents of children and students who have an address in Minokamo City and are enrolled in a municipal elementary or junior high school (The Tomika-cho Board of Education will provides support for children attending Futaba Junior High School.)
- Households that meet one of the recognition standards for school expenses support in Minokamo City. (Recognition standards are as follows:)

Reason for Application	Documents to prove the reason (Photocopy is acceptable)
① Receiving Livelihood Assistance ( <i>seikatsu hogo</i> )	Unnecessary
② Receiving Payment of Child Rearing Allowance ( <i>jidofuyo teate</i> )	1. Child Rearing Allowance Certificate
③ Termination or abolition of Public Assistance Support ( <i>seikatsu hogo</i> ) (Within the FY 2022)	1. Documents that proves income for the year 2022 (※)
④ Receiving tax exemption or reduction of taxes in Municipal tax (all members of the households)	1. Latest Municipal Tax and Prefectural Tax Certificate
⑤ Receiving a reduction and exemption of an individual business tax and property tax.(all members of the households)	1. Notice of Decision of Reduction and Exemption
⑥ Receiving Exemption in National Pension Premium. Receiving reduction or postponement in National Health Insurance Premium(all members of the households)	1. Notice of Reduction and Exemption (減免決定通知書) or Notice of Decision of Postponement (徴収猶予決定通知書)
⑦ Financial problems, guardian's sickness, death, unemployment applying for Child Rearing allowance and other particular circumstances. * However, debt payment such as housing loan can't be considered.	1. Document that proves income for the year 2022 (※) 2. If you are receiving survivor pension please present a documents that can verify the payment amount.

#### 【 Recognition standard guideline of ⑦】

Family Composition (Age)	Household Income
2 people Mother (39) Child (5・preschool)	Approx. ¥ 1.88 M
3 people Father (39) Mother (39) Child (7)	Approx. ¥ 2.70 M
4 People Father (39) Mother (39) Child (14) Child (4)	Approx. ¥ 3.30 M

This may vary slightly depending on the family structure and age.

#### ※Documents to determined your income during 2022

Any of the following (Photocopy is acceptable)

- Year 2022 Withholding tax slip (*gensenchoshu hyo*)
- Year 2022 Final Income Tax Returns Form (*kakutei shinkoku*) (Copy)
- Municipal/Prefectural Tax Declaration Form for Year 2023 (Copy)
- Municipal /Prefectural Income Tax Certificate for Year 2023 (※ June,2023~)

All adults over the age of 19 are required.

For application procedure please see the back page ⇒

### 2 Documents to be submitted

- The School Expenses Support Application form for year 2022 (One application form is necessary for each child)

- ※ Application form is available at each respective Elementary/Junior High Schools and at the Board of Education  
 2. Reason for application documents that can be confirmed from ②～⑦ (Photocopy is acceptable/see the reference)

**【For those who will be enrolled in Futaba Junior High School next year】**

The Tomika cho Board of Education will provide support for children attending Futaba Junior High School.  
 Please contact the Tomika-cho Town Office (TEL: 0574-54-2111) for application.

**3 Place of Submission**

Please submit the above documents (1) and (2) to each respective Elementary/Junior High School or at the Board of Education (3<sup>rd</sup> Floor of the Annex Building)

**4 Application Period**

**(1) Enrolled Student**

(Who will be 2<sup>nd</sup> grade year Elementary students～Junior 3<sup>rd</sup> year High School students)

**(Must be received) From January 4, 2023 to January 31, 2023**

Even those who are certified this year is also required to apply every year!

**【For those who will file final tax return】**

The following deadline is for households with members that settles their income amount by filling income tax return. (Self-employed, etc.) As for those who are scheduled to file a tax return later that this date, please directly contact the Board of Education.

**The application deadline for households with final tax returns: is on February 28**

**(2) For new 1<sup>st</sup> grade students of Elementary School (Must be received) From April 1, 2023 to April 28, 2023**

**(3) Applying at any time From May 2, 2023 ~ Any time (Approved from the 1st of the following month from the time the application was accepted)**

**5 Contents of main support ※Last year's amount**

Newly Enrolled Student School Supplies/ School Supplies Cost	Elem : 54,060 yen JHS : 60,000 yen	Extracurricular Cost (With Accommodations)	Actual Cost (With maximum limit)	Newly Enrolled Student School Supplies (Only 6 <sup>th</sup> grade elementary students)	60,000yen (Payment in December)
School Supplies Cost (1 <sup>st</sup> year student)	Elem : 11,630 yen JHS : 22,730 yen	Extracurricular Cost (No Accommodation)	Actual Cost (With maximum limit)		
School Supplies Cost (Other than 1 <sup>st</sup> year student)	Elem : 13,900 yen JHS : 25,000 yen	School Trip Expenses	Actual Cost (With maximum limit)		
School Lunch Fees	School lunch fee after the date of approval	Nature Learning (Ski training etc.)	Actual Cost (With maximum limit)		

※School Supplies and School Supply Cost Newly enrolled (Students) will not be given to those who have already received a School Supplies and other Preparation Cost for newly enrolled students.

※School Supplies Cost for newly enrolled students will only be given if it was certified at the beginning of the fiscal year.

※The amount mentioned above is an annual amount. Payment will be divided into 3 times in July, December and March.

**6 Precautions**

○The School Support does not exempt school lunch fee nor school collection fee. School collection fee refers to expenses related to school attendance and such as extracurricular activities collected by the principal.

**7 For Inquiries**

〒505-8606 Minokamo shi Ota cho 3425-1  
 Minokamo City Board of Education General Affairs Division  
 TEL : 0574-25-2111 (Ext.349)

法的効力を有するのは日本語の文書自体であり、本翻訳文はあくまでその理解を助けるための参考である。

Only the original Japanese texts have legal effect, and the translations are to be used solely as reference material to aid in the understanding of Japanese texts.

実際の記入、記名、押印は原本(日本語版)にして頂いてください。

英語 English

(第1号様式)

FY2023 Application for School Expenses Support  
(令和5年度 就学援助費支給申請書)

To: Minokamo City Board of Education

I would like to receive the school expenses support therefore I submit an application with related documents.

To submit an application I agree that Minokamo City Board of Education:

Researches and checks last year's income of me and my household and our living conditions.

I also agree that after my application's approval I will appoint my child's school principal to act as my proxy with regard to a billing desk work to receive the subsidy in FY 2023.

Moreover, in case the payment to school that must be covered by this subsidy becomes unpaid, I agree that the registered my bank account for receiving this subsidy will be changed to the school principal's bank account, and I appoint my child's school principal to act as my proxy with regard to all matters of requesting, receiving, and returning this subsidy.

Date: (year)/ (month)/ (day)

Applicant (parent/guardian):

Parent address	〒 Minokamo-shi				
Type of housing	Homeowner / Rented (Rent yen per month)	Initial / Renewal		Tel. - -	
School name	(FY2023) ___th grade, ___class			Student name	
Family members	Name (including the student)	Relation	Date of birth	Occupation (employment name) / School name	Monthly income
		Guardian			yen
		himself / herself			yen
					yen
					yen
					yen

reference

Household conditions

Please encircle the appropriate option.

- (1) I am receiving the Public Assistance (*seikatsu hogo*)
- (2) I am receiving the Child Rearing Allowance (*jidofuyo teate*).
- (3) My qualification as a recipient of the Public Assistance (*seikatsu hogo*) was suspended or ended.
- (4) My municipal tax status is "exemption" or "reduction."
- (5) My fixed asset tax status or individual business tax status is "reduction."
- (6) My status of National Pension System contribution is "reduction", or my status of National Health Insurance premiums is "reduction" or "suspension of collection."
- (7) (1) – (6) above are not applicable to me, but I am in need because of economic hardship, guardian's sickness, death or unemployment, etc.

Reason for application (Please explain concretely your difficult financial conditions if you choose (7))

\* Documents to be attached: For item(2), (4) to (7), please submit a document that proves each fact or condition.

\* Documents to be attached: For item (7), please submit documents that show income of all family members who live with the child.