

# Funding information & how to fill out the Certificate of Finance

※The Certificate of Finance and the documents submitted as evidence for sufficient funds during your study abroad, such as bank balance certificate, etc. are some of the most important documents in the application process for Certificate of Eligibility (COE). Incomplete forms may result in delay in the issuance of your COE. Be sure to carefully check and submit them within the deadline.

## • Certificate of Finance (prescribed form)

### <In case you are sponsored (by parent or relative)>

- Even if the bank account is in your name, in case the saving deposits originally come from a third party, that third party has to be named as your sponsor

Ex. : Your parents are sponsoring you

If the money comes from your father⇒ he must be named as sponsor.

\*Be sure to provide your parent's employment, office address & telephone number as well as his/her signature.

\*In case the sponsor is not self-employed, do not forget to provide separate home and office telephone numbers.

### <In case you are self-sponsored>

- Enter the contact details of your current/past employers. If you have /had several part-time jobs, you can indicate only one of them.

### <In case of scholarship, grant or study loan>

- Select "scholarship" from the options on the online application system and fill out the necessary information in the "self-sponsored" field: specify the scholarship/ grant and the funding institution.

**Documents required in evidence** for sufficient funds for the period of your study abroad (only cash deposits; credit limit is not acceptable):

**\*Spring semester only: JPY 600,000, Fall semester only: JPY 840,000, 1 full year: JPY 1,320,000**

- **Bank balance certificate** (about a bank account in the name of the sponsor, written in English and issued within 2 months before submission)
  - Be careful to provide a document that certifies the actual current balance of your (sponsor's) account and NOT the account's transaction details.
  - The document must include the name of the account holder and amount of funds that covers the necessary minimum described above.
- **Official letter/ certificate for scholarship/ grant** issued in your name with the total amount of funds and the period for which the stipend/aid will be paid.