

How to Confirm Whether You Need to Apply for the Second Half

■ If You Applied for Tuition Exemption in the First Half

All applicants for the first half were treated as full-year applicants, meaning that their applications covered both the first half and the second half. Therefore, **if you have applied for the first half, you have automatically applied for the second half as well.**

However, your second-half application will be **automatically canceled** if either of the following applies to you:

- if you change your student status in the second half (enter a doctoral course, transfer to a different department, etc.)
- If your student ID number changes due to transferring to a different faculty/graduate school

If any of the above applies and you still wish to apply for tuition exemption, you must **submit a new application during the application period for the second half.**

■ Cases where you must reapply

Even if you applied for tuition exemption in the first half, you will need to **reapply during the second-half application period** in the following cases:

Cases Requiring Reapplication	• Cases in which the information (family, study or household budget) provided in the application on April 1 has changed by October 1. • Cases where the applicant will receive an incentive grant, RA for excellence, etc. from October due to the adoption of various programs. • Cases where international students did not receive a scholarship at the time of the first-half application, but later received a scholarship on or before October 1. • Cases where the Tuition Exemption Team instructs the applicant to reapply after the first-half application.
Cases Requiring New Application for the Second Half (Reapplication is not possible.)	• Cases where students change their program in October. (e.g., cases where the applicant completes the Master's program in September, and enters the Doctorate program in October, cases where the applicant completes the Junior Division in September, and enters the Senior Division in October) • Cases where your student ID number changes due to transferring to a different department or graduate school, etc. from October

■ If None of the Above Applies

If **none** of the above conditions apply to you, **no additional application for the second half is required.**

Even if no additional application is required, your second-half exemption status will be reassessed, and the result may be different from your first-half result.

The second-half application status will be reflected on **UTAS around early November**, and **the results will be released in mid-January**. Please be sure to check your exemption result at that time.

■ How to Check If You Applied in the First Half

Please log in to the UTAS system and follow these steps:

[Student Information] > [Student Information Reference] > [Tuition Fee Exemption and Tuition Fee Payment Status]

For detailed instructions, please refer to page 3 onward of this document.

■ If You Wish to Decline the Second-Half Application

If you do not wish to continue your second-half application, please submit the withdrawal form from the following Microsoft Forms.

<https://forms.office.com/r/33F0Db6kEF>

*UTokyo Account authentication is required.

Procedure for reapplication

(Procedure for students who submitted application in the first half and have changes to their application in the second half.)

If you fall under "Cases Requiring Reapplication" on the previous page, please submit the documents listed below during the second-half application period. Submit them as soon as possible because the Tuition Exemption Team must confirm the changes from your previous application.

Application period

Aug. 3 (Mon) – Oct. 6 (Tue), 2026

Application documents must be postmarked by the last day of application period and arrive by 2 business days later. Please note that applications will not be accepted if late.

How to submit

Applications may be submitted either by post or at the counter. When applying by post, please send the application documents by registered mail “簡易書留郵便”.

How to get the application form

Please download the application forms from the URL below after July 31.

<https://www.u-tokyo.ac.jp/en/prospective-students/exemptions.html>

	Documents to be submitted
1.	Checklist
2.	Copy of your student ID card or admission letter
3.	Envelope sheet for mailing application *Please print the envelope sheet on A4 paper and attach it to an envelope measuring 332 mm × 240 mm.
4.	Application Form for Admission and Tuition Fee Exemption - AY2026 *Please provide specific details of the change in the "Reason for Application."
5.	Statement Regarding Applicant's Income (Form1)
6.	Record of Household Finances (Form2)
7.	Documents related to the changes in your application details *Please submit documents that show the changes.

How to Check the Tuition Fee Exemption Result on UTAS

Please check the result on UTAS as shown below.

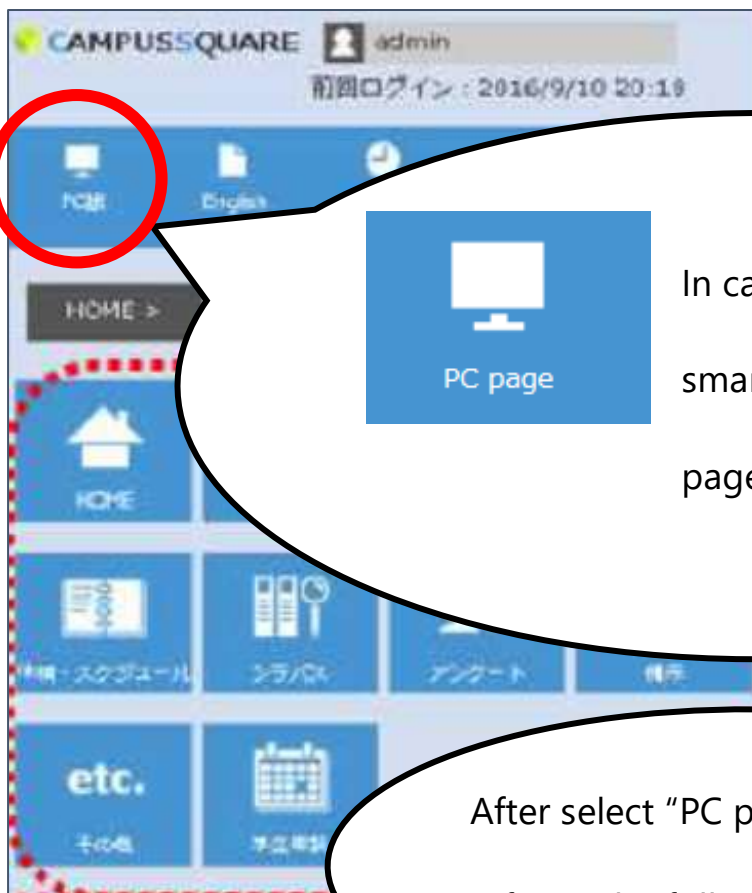
URL: <https://utas.adm.u-tokyo.ac.jp/campusweb/>

After logging in...

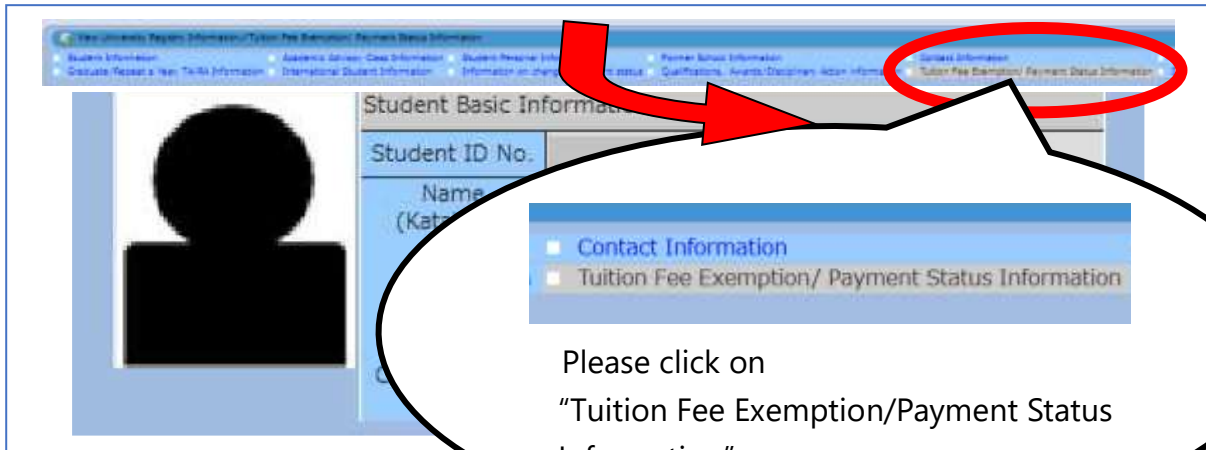
Please check the result of tuition fee exemption on **"PC page"**.

In case you log in to UTAS by smartphone, please select "PC page" before checking the result.

【スマホ版のトップ画面】



After logging in...(PC ver.)



Please click on
"Tuition Fee Exemption/Payment Status
Information".

Tuition Exemption			
Academic year	Semester/Term	Exemption category	Financial sum of exemption
2026Academic year	First Half	Pending	0
2025Academic year	Second Half	Half exemption	130200
2025Academic year	First Half	Half exemption	130200
2024Academic year	Second Half	Half exemption	130200
2024Academic year	First Half	Half exemption	130200
Tuition fee payment			
Academic year	Semester/Term	Payment status	Amount of payment
2026Academic year	Second(October-March)	Unpaid	0
2026Academic year	First(April-September)	Unpaid	0

If the exemption category for the first half of FY2026 is "Full exemption" "Half exemption" "Not approved", then the application was submitted in the first half.

If "Cancellation" is indicated, the application was cancelled due to the applicant's withdrawal. If you want to be exempted in the second half, you will need to submit a new application.