

Application Guideline for AY2027 ICU Torch Relay Scholarship for New Graduate School Students

1. Outline

(1) The ICU Torch Relay Scholarship for New Graduate Students

ICU offers the ICU Torch Relay Scholarship for New Graduate School Students to students eager to study in the master's program but need financial support. This is a grant-type scholarship with no repayment obligation. When accepted for the scholarship, a third of the tuition and facilities fees for the first year in the master's program will be exempted. Those who perform especially well academically will be exempted all or 2/3 of the tuition and facilities fees for the first year in the master's program (limited to several students).

Recipients for the scholarship (hereafter "Scholars") will be expected to be aware that they have been chosen from a good number of applicants, and to take their studies very seriously as such and complete their course of studies in response to high expectations.

(2) Eligibility

The applicant must satisfy all the conditions below:

- A strong desire to enroll in the Master's Program of the Graduate School of ICU as their first choice
- Difficulty in enrollment due to financial reasons

The income limit for the applicant (from January to December, 2025) will be JPY5.36 million or less (including that of the spouse if the applicant is married) . This value is a rough standard: the financial state of each household will be considered individually.

In the case of multiple types of income, such as "salary/pension income" and "other business income," the applicant will be comprehensively screened based on the income certificate to be submitted, assuming that each of the income categories is within the standard.

- Academic excellence recognized in the admissions process

(3) Amount to be granted

Tuition and facilities fees for the first year in the master's program:

Deduction / exemption		Term(s)
Equivalent to a third:	JPY417,000 (JPY455,000 for Natural Science Program students)	First term after matriculation
Equivalent to two thirds:	JPY834,000 (JPY910,000 for Natural Science Program students)	First and second terms after matriculation
All:	JPY1,251,000 (JPY1,365,000 for Natural Science Program students)	First, second and third terms after matriculation

As for the annual tuition and facilities fees, refer to [the ICU official website](#). (as of May 2026)

- * The grant cannot be used to pay for the enrollment fee.
- * In the case a Scholar takes a leave of absence, the scholarship for that term cannot be carried over to another term and they are required to pay Non-Resident Fee, which will not be covered by this scholarship.
- * If a Scholar conducts themselves in an inappropriate manner as a Scholar during their enrollment at ICU, their eligibility for this scholarship may be rescinded.
- * If a Scholar withdraws from the University, their eligibility will be rescinded.

(4) Expected number of recipients

Approximately 40 Scholars

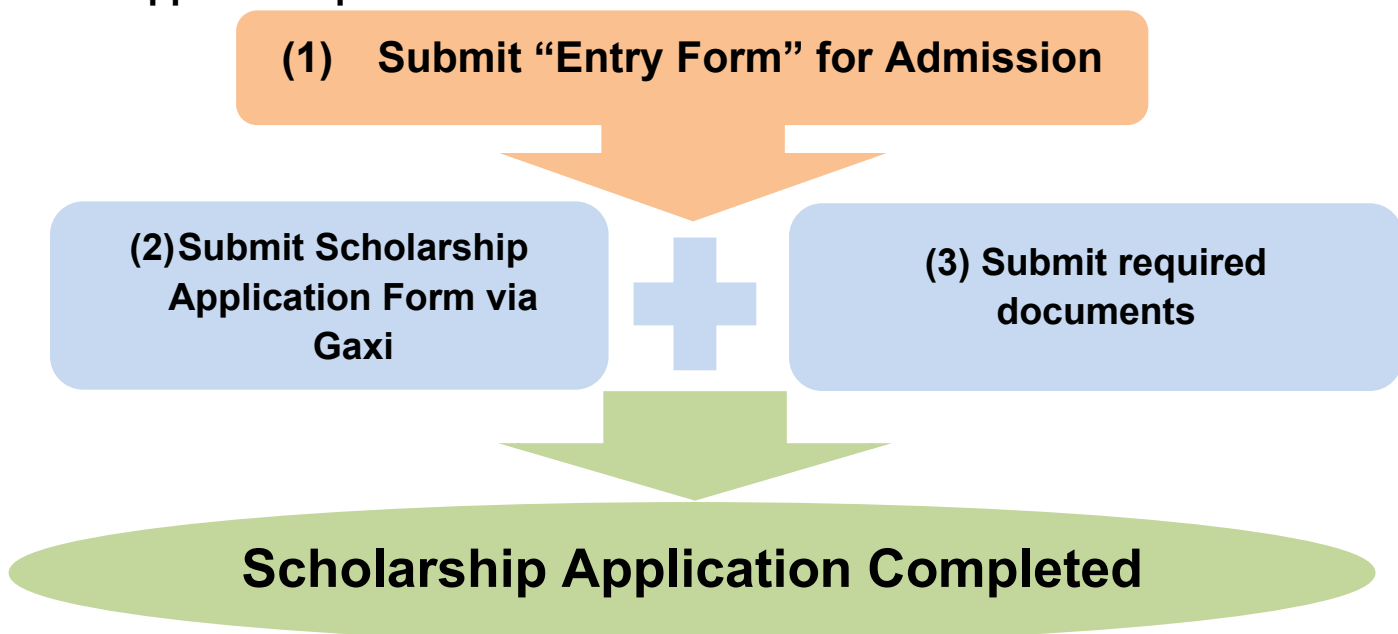
(5) Screening method

Academic records (results of the admission screening) and state of household income will be considered based on application documents.

(6) How to grant

The grant will be directly allocated to the tuition and facilities fees for the relevant term in the first year after matriculation (There will be no cash transfer.).

2. Application procedure



Complete **all procedures described in (1) to (3) below**. Make sure to read the details from the table below. Incomplete applications will be treated as disqualifications. Application documents will not be returned for any reason.

Procedures	Instructions
(1) Submit "Entry Form" for Admission (hereafter, the "Entry Form")	In the scholarship application form <procedure (2)>, please enter your name, date of birth, and e-mail address as registered on the "Entry Form".
(2) Submit Scholarship Application Form (via Gaxi) *This is NOT the same as the "Entry Form" to apply for admissions process.	Applicants apply for the scholarship using the scholarship management website, Gaxi (hereafter "Gaxi"). To use Gaxi, applicants must first register as a member (free of charge). (A) Register a Gaxi membership *See Appendix for English instructions. https://gaxi.jp/auth/signup <u>Applicants themselves must make a registration with Gaxi</u> because the member's account will continue to be used after enrollment in ICU to manage scholarship applications and operations. Make sure to <u>register an email address and phone number that you use on a daily basis and check your email and phone frequently after submitting your application</u> , as the scholarship office may contact applicants. (B) Submit a scholarship application form The scholarship application form differs depending on the admissions

	<p>process. Please apply using the form specific to the admissions process you are applying for. After signing in with the account registered in (A), please apply for the scholarship using the form below. (After the page transition, click "今すぐ申込む (Apply Now)")</p> <ul style="list-style-type: none"> ● Admission for April 2027 Matriculation <Autumn Selection> <Application Period: August 6 (Thu), 2026 10:00 (JST) - August 20 (Thu), 2026 17:00 (JST)> ● Admission for April 2027 Matriculation <Spring Selection> <Application Period: November 13 (Fri), 2026 10:00 (JST) - November 27 (Fri), 2026 17:00 (JST)> ● Admission for September 2027 Matriculation <Application Period: February 17 (Wed), 2027 10:00 (JST) - March 3 (Wed), 2027 17:00 (JST)>
(3) Submit required documents	<p><Required Documents> Refer to "3. Required Documents" below and samples of income statements shown in Appendix 1.</p> <p><How to Submit> Proof of income and other documents must be scanned or photographed with a smartphone, etc., into a single PDF or JPEG (JPG) format file and uploaded using the application form above. The size of uploadable files is limited to 10 MB.</p>

3. Required Documents

Statements of income/earnings from January to December 2025

- Regardless of whether there is income or not, statements concerning the income of the applicant, spouse and applicant's parents (in principle, both parents) must be submitted.
- If the applicant is unable to submit a statement regarding the income of the parents, an official document or statement of reasons is required to prove the reason (additional documents may be requested depending on the reason).
- Make sure to write the applicant's name clearly on the upper right corner of each document to be submitted. (See samples of income certificates.)

*Note: Failure to provide the document or discrepancies in the fiscal year will result in disqualification. Read the Chart below and the sample income statements shown in the Appendix carefully and submit as instructed. If an applicant submits incorrect statements, such as a statement of withholding tax, a notification of civil tax/resident tax, etc., they will be disqualified due to incomplete documents.

【Chart】

<p>(1) Those who have Income/earnings (salary/wages, pension, self-employment, etc.)</p>
<p>Certified documents of annual income for the period from January to December 2025:</p> <p>Ex.) Certificate of Municipal/ Prefectural Tax (「令和 8 年度(令和 7 年分)市民税・県民税課税証明書」), Special Ward Inhabitants Tax, Certificate of Metropolitan Inhabitant's Tax (「令和 8 年度 (令和 7 年分) 特別区民税・都民税課税証明書」)</p> <p>The certificate must be Issued by the municipal office that has jurisdiction over the address of the applicant's household as of January 1, 2026.</p>

The name of the certificate differs depending on each municipal office.

Submit a certificate that clearly states the following:

- Type of income, details, and amount of income
- Spouse and number of dependents
- Type of deductions

Certificates cannot be accepted if the mentioned information, such as income, amount, and number of dependents is concealed with asterisks, blacking out, or others. (See samples shown in Appendix.)

(2) [Single-Parent Households] Applicants who cannot submit an income certificate of either parent due to divorce or death

* If the applicant's parents are in the process of divorcing (divorce settlement, divorce proceedings, etc.), the applicant cannot apply as a single-parent family. In such case, documents for both parents are required.

Please submit either Document ① or ② below.

① If the "Single-Parent Deduction" is applied to the required documents listed in (1) or (3) of this for the applicant, please submit a (Non-)Taxable Income Certificate

② If the "Single-Parent Deduction" does not apply to the required documents listed in (1) or (3) of this for the person submitting the application, please submit a (Non-)Taxable Income Certificate and a Family Register Extract (Certificate of All Matters: 戸籍謄本全部事項証明).

<Regarding the Family Register Extract (Certificate of All Matters)> must meet the following requirements:

- If there is only one income earner, it must contain information about the income earner and the applicant themselves
- Issued within 3 months of the start date of the scholarship application
- Information on the applicant's "My number" has been omitted
- The legal domicile is blacked out.

(3) Those with no income (housewife, househusband, unemployed, etc.)

Certified documents of annual income for the period from January to December 2025:

Ex.) Certificate of Municipal/ Prefectural Tax (「令和 8 年度 (令和 7 年分) 市民税・ 県民税課税証明書」), Special Ward Inhabitants Tax, Certificate of Metropolitan Inhabitant's Tax (「令和 8 年度 (令和 7 年分) 特別区民税・ 都民税課税証明書」)

The certificate must be Issued by the municipal office that has jurisdiction over the address of the applicant's household as of January 1, 2026.

The name of the certificate differs depending on each municipal office.

Certificates must clearly state the type of income, details, and amount of income. Certificates with income and income amount hidden by **** (asterisk) or --- (hyphen), etc. will not be accepted. Even if the applicant's income earner has little or no income, please go to the municipal office to complete the "Citizen's Tax and Prefectural Tax Return" procedure and obtain and submit a tax exemption certificate that shows zero yen or the amount of income. (See samples shown in Appendix.)

(4) Those who do not have a Certificate of Residence in Japan because they resided abroad during 2025

The following documents will be required concerning income from January to December 2025.

[China] Certificate of income issued by the municipal office or employer

[India] ITR-1,2,3,4,5 or (no) income certificate issued by the municipal offices

[Indonesia] Form 1721

[Italy] Modello CU, Modello 730, Modello Redditi PF

[Korea] Certificate of Income issued by National Tax Service

[Singapore] Form IR8A Income tax notice of assessment issued by Inland Revenue Authority (in case of no income)

[Taiwan] Individual income tax statement issued by National Taxation Bureau

[Thailand] Form PND90/91 or Form 50tawi

[USA] Form 1040 or other forms for tax return

※ For countries other than the above, submit certificates issued by the government or employer.

※ If only one document can be issued per household, only one certificate may be allowed, but it must indicate the names of both parents.

※ In case of no income, a document certifying no income must be submitted by contacting the local government or tax office.

※ Documents in languages other than English or Japanese should have either an English or Japanese translation attached.

(5) Applicants who are financially dependent on a person other than their parents

Please submit the documents listed in (1) and (2) below.

(1) Official documents or certificates issued by a third-party organization verifying the reason
*May differ depending on the reason, therefore please contact the Student Affairs Group for details.

(2) Required documents for the financial sponsor listed in (1) or (3). Please review the details for each category.

4. Application Deadline and Result Notification Date

Scholarship application period	Same as the online application period for each admissions type
Time and method of result notification	Same as the Admissions Decision Notification for each admissions type

*Required documents must be submitted within the above period via the Scholarship Application Form. Documents brought to ICU by hand will not be accepted.

5. Procedures for Provisional Recipients

Provisional recipients must complete the procedures listed below by the deadline. Please be aware that failure to complete the procedures by the deadlines will result in the cancellation of their scholarship offer and you may receive a tuition invoice from the Financial Affairs Group.

Provisional recipients must:

- (1) Complete the entrance procedures and formally matriculate at ICU by the deadline of the provisional recipients' admissions process for which the scholarship is offered.
- (2) Register for courses in the first term after enrollment, except in special cases such as illness or

injury.

(3) Submit the ICU Torch Relay Scholarship for New Graduate School Students "Pledge" form.

6. FAQ

Q1	When I am accepted for the grant, will I be eligible for the grant every year during my enrollment at ICU?
A1	Your status will be valid for a year after enrollment. If you wish to receive a scholarship for the following year, you need to apply again for a grant-type ICU scholarship.
Q2	The applicant or their spouse lives outside of Japan and cannot acquire an income certificate from the local government.
A2	See 3. Required documents> 【Chart】(3), and submit required documents.
Q3	The applicant lives independently by paying for tuition and living expenses. In this case, will the income statement for parents etc. still be necessary?
A3	Yes. See 1. Outline> (2) Eligibility

<Handling of Personal Information>

The address, name, and other personal information submitted in the application for this scholarship will be used for the following purposes

- Scholarship selection and determination
- Research, study, analysis, and related work for the University's scholarship operation
- Public relations activities and tasks related to the acceptance of new students
- Scholarship application, screening, and scholarship administration after enrollment

Please note that ICU may provide the following information to contractors, such as GAXI, Inc., for some of the above services:

- All or part of your submitted personal information
- Information related to student ID numbers, change of school register, etc.

In addition, we may quantify this personal information and use it as survey and research data for analyzing the current status of ICU's teaching and learning and for developing our future vision. We ask for your understanding in advance.

Please refer to [ICU's Privacy Policy](#) for other data handling policies.

<Contact Information>

ICU Torch Relay Scholarship for New Graduate School Students
Student Affairs Group, Student Services Division
International Christian University

Address: 3-10-2 Osawa, Mitaka, Tokyo 181-8585, Japan

E-mail: scholarship@icu.ac.jp

Office Hours: Weekdays 9:30 AM-11:45 AM, 12:45 PM-4:30 PM

(*Excluding summer recess and Christmas and New Year's holidays)

【見本】令和8年度 市民税・都民税 (非)課税証明書

令和8年度であることを確認してください。令和7年度以前のは不可です。
Please confirm that the certificate is proof of income for the year 2025. Proof of income for the year 2024 or before is not acceptable.

【見本】令和8年度 市民税・都民税 (非)課税証明書

住所	東京都三鷹市大沢3-10-2		
氏名	国際 太郎	生年月日	昭和53年10月16日

令和6年分 所得金額の 合計	2,556,879円	市民税 所得金額	12,700円
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収入が少ないまたは無収入の場合でも、所得金額の合計は数字で記載されていること。「-」や「*」は不可。
The total amount of income must be stated in figures, even if the income is low or no income. If the amount is stated with “-” or “*”, it will not be accepted.

本欄に該当の記載がなく、父母いずれかの証明書を提出できない場合は、募集要項7. 必要書類欄を確認してください。
If the income statement does not indicate single parent and the applicant is unable to provide statement to prove the income of one of the parents, please refer to "7. Required Documents" in the Application Guidelines.

所得の種類	金額	所得控除の種類	金額	人的控除の内訳	
給与所得	1,500,000円	基礎控除	380,000円	扶養	
(給与収入)	2,400,000円	雑損	0円	本人該当	
不動産所得	1,056,879円	医療費	0円	控除対象配偶者及び控除対象扶養親族の合計数	2人
	0円	社会保険料	336,297円	控除対象配偶者	老人
	0円	小規模共済掛金	0円		その他
	0円	生命保険料	39,780円		有
	0円	地震保険料	0円	控除対象配偶者	特定
	0円	損害保険料	0円		一般
	0円	配偶者控除	330,000円	扶養	老人
	0円	特別配偶者控除	0円		(内同居)
	0円	扶養控除	450,000円		特別障害者
	0円	扶養障害者控除	0円		(内同居)
	0円	(本人該当項目)			普通障害者
	0円	障害者	0円	扶養親族	老人
	0円	ひとり親	0円		(内同居)
	0円	勤労学生	0円		普通障害者
	0円				16歳未満
	0円				0人

・収入、所得の内訳と金額が記載されていることを確認してください。
・無収入の場合は、金額欄に「0」と記載されていること。
- Please make sure that the breakdown of income and the amount are listed.
- If there is no income, "0" should be indicated in the amount column.

扶養人数が記載されていること。「-」や「*」は不可。
The number of dependents must be stated in numbers. If it is stated with “-” or “*”, it will not be accepted.

Web入学者選拔出願システム(数字6桁)またはOnline Application System(英数9桁)のログインIDと、応募者氏名を記載してください。*ICUトーチリレー大学院新入生奨学金応募者は氏名のみ。
Please write the name and Login ID of the Online Application System (9-digit alphanumeric or 6-digit number depending on the admissions process you apply for) of the applicant. *Only the name is required for the ICU Torch Relay Scholarship for New Graduate School Students applicants.

印刷

令和8年xx月xx日

●●市長 ●●●●●