Application Guideline for AY2026 ICU Torch Relay Scholarship for New Graduate School Students

1. Outline

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

ICU offers the <u>ICU Torch Relay Scholarship for New Graduate School Students</u> 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, 2024) will be JPY8 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:

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

As for the annual tuition and facilities fees, refer to the ICU official website. (as of May 2025)

- * 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

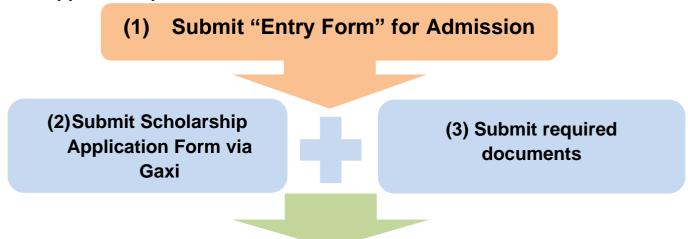
(5) Screening method

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



Scholarship Application Completed

Complete <u>all procedures described in (1) to (3) below</u>. 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 | In the scholarship application form <procedure (2)="">, please enter your name, date of birth, and e-mail address as registered on the "Entry Form".</procedure> |
| | "Entry Form") | name, date of birth, and e-mail address as registered on the "Entry Form". |
| (2) | Submit Scholarship Application Form (via Gaxi) | 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). |
| | *This is NOT the same as the "Entry Form" to | (A) Register a Gaxi membership *See Appendix for English instructions. <u>https://gaxi.jp/auth/signup</u> |
| | apply for admissions process. | Applicants themselves must make a registration with Gaxi because |
| | - | the member's account will continue to be used after enrollment in ICU to |
| | | manage scholarship applications and operations. Make sure to 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 , as the scholarship office may contact applicants. |
| | | (B) Submit a scholarship application form |
| | | The scholarship application form differs depending on the admissions |

| | 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)") |
|----------------------------------|--|
| | <u>Admission for April 2026 Matriculation <autumn selection=""></autumn></u> <application (jst)="" (thu),="" -="" 10:00="" 17:00="" 2025="" 21="" 7="" august="" period:=""></application> <u>Admission for April 2026 Matriculation <spring selection=""></spring></u> <application (fri),="" (jst)="" -="" 10:00="" 14="" 17:00="" 2025="" 28="" november="" period:=""></application> <u>Admission for September 2026 Matriculation</u> <application (jst)="" (wed),="" -="" 10:00="" 17:00="" 18="" 2026="" 4="" february="" march="" period:=""></application> |
| (3) Submit required documents | <required documents=""> Refer to "3. Required Documents" below and samples of income statements shown in Appendix 1. </required> <how submit="" to=""> Proof of income and other documents must be scanned or photographed with a smartphone, etc., into <u>a single PDF or JPEG (JPG) format file</u> and uploaded using the application form above. The size of uploadable files is limited to 10 MB. </how> |

3. Required Documents

Statements of income/earnings from January to December 2024

- Statements of the applicant, spouse and applicant's parents (in principle, both parents)
- 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] |
|---------|
|---------|

| Category | Required documents | Note |
|--|--|--|
| Income/earnings (salary/wages, pension, self- employment, etc.) *including income from part-time jobs | income for the period from January to December 202 <mark>4</mark> : Ex.) Certificate of Municipal/ Prefectural Tax (「令和 7 年度(令和 | address of the applicant's household as of January 1, 2025. The name of the certificate differs depending on each municipal office. Submit a certificate that clearly states the |

| | | Certificate of Metropolitan Inhabitant's Tax (「令和7年度(令 和6年分)特別区民税・都民税課税 証明書」) | Type of income, details, and amount of income Spouse and number of dependents Type of deductions Certificates cannot be accepted if the needed information, such as income, amount, and number of dependents is concealed with asterisks, blacking out, or others. (See samples shown in Appendix.) |
|-----|---|--|--|
| (2) | Those with no income (housewife, househusband, unemployed, etc.) | 6 年分)市民税·県民税課税証明 | The certificate must be Issued by the municipal office that has jurisdiction over the address of the applicant's household as of January 1, 2024. 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, spouse or applicant's parent 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.) |
| (3) | Those who did not have a Certificate of Residence in Japan as they resided abroad during 2024 | to December 2024. Documents in languages other that English or Japanese translation attern [China] Statement of income issue [India] ITR-1,2,3,4,5 or (no) income [Indonesia] Form 1721 [Italy] Modello CU, Modello 730, N [Korea] Statement of Income issue [Singapore] Form IR8A Income to Revenue Authority (in case of no [Taiwan]Individual income tax statern [USA] Form 1040 or other form for * For countries other than the all government or their employer. * If only one document can be is can submit that document, but and spouse, and both of your income). * Statements for applicant, spou submitted regardless of wheth proving no income should be o or tax office in their area of rest | ed by the municipal office or employer he statement issued by the municipal offices Modello Redditi PF hed by National Tax Service fax notice of assessment issued by Inland income) tement issued by National Taxation Bureau m 50tawi or tax return bove, submit statements issued by the ssued for a single household, then applicants t it must indicate the names of both applicant parents (when certifying your parents' use and applicant's parents need to be her they have an income or not. Documents obtained by contacting the local government sidence. es other than English or Japanese must be |

| (A) | Applicante who | (i) | Required documents listed in | <r4< th=""><th>egarding each document listed on the left></th></r4<> | egarding each document listed on the left> |
|-----|---|----------------------|---|---|---|
| (4) | 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. | (I) (II) (III) | Required documents listed in the category (1) or (2) above for the single parent. Family register (戸籍謄本) <certified (全<br="" all="" copy="" items="" of="">部事項証明)> Photocopy of applicant's health insurance card</certified> | <r6 (i) (ii) (iii)</r6 | egarding each document listed on the left> must specify that the applicant only has a single parent. 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 by the applicant. must meet the following requirements: Both front and back sides are required. The applicant's address is written on the front or the back. In the case of the My Number Insurance Card (マイナ保険証), please print and submit the "Medical Insurance Eligibility Information (医療保険の資格情報)" from マイナポータル. (The "Notice of Eligibility Information < 資格情報のお知らせ>" sent |
| (5) | Applicants who are financially dependent on a person other than their parents | (i) (ii) (iii) | A document issued by a government authority or third party certifying the fact Required documents listed in the category (1) or (2) above concerning the applicant's income earner Photocopy of applicant's health insurance card | <r6 (i) (ii) (iii)</r6 | by your insurer is not acceptable.) egarding each document listed on the left> may differ depending on the reason, therefore please contact the Student Affairs Group for details. See the Category (1) or (2) must meet the following requirements: Both front and back sides are required. The applicant's address is written on the front or the back. In the case of the My Number Insurance Card (マイナ保険証), please print and submit the "Medical Insurance Eligibility Information (医療保険の資格情報)" from マイナポータル. (The "Notice of Eligibility Information <資格情報のお知らせ>" sent by your insurer is not acceptable.) |

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.
- (4) Confirm the grant from the designated URL during the term(s) you receive the grant. (Details will be notified to the Scholars after enrollment.)

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 <u>ICU's Privacy Policy</u> 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)

[Appendix]

How to start using the gaxi

- Go to the gaxi webpage (<u>https://gaxi.jp/)</u>.
- Click [ログイン(login)/会員登録(create an account)] in the top right corner.



- The login page (<u>https://gaxi.jp/auth/login</u>) is displayed.
- Click [会員登録はこちら(create an account)] in the bottom left corner.

Clic

The login page looks like this 🖙

| 外音 | 外部サービスでログイン | | | | | | |
|----------------------|-----------------|--|--|--|--|--|--|
| <u>ا</u> | O LINEでログインする | | | | | | |
| G | Googleでログインする | | | | | | |
| f | Facebookでログインする | | | | | | |
| | Or | | | | | | |
| メー メールアドレス | ルアドレスでログイン | | | | | | |
| name@example.c | om | | | | | | |
| パスワード | パスワードを忘れた方 | | | | | | |
| Enter password | | | | | | | |
| | ログイン | | | | | | |

- The user registration page (<u>https://gaxi.jp/auth/signup</u>)is displayed.
- Current ICU students: Make sure to register your ICU e-mail address to create an account.
- Other than ICU current students: Make sure to register your own e-mail address to create an account.
- Password must be at least 8 single-byte alphanumeric symbols and contain at least one alphanumeric character or number.
- Privacy policy and Terms of Conditions are provided in Japanese. Read the English translations: <u>PP</u> / <u>TOC</u>
- Click the [確認メールを送信]at the bottom of the page to send a confirmation e-mail to your registered e-mail address. Create an account with LINE, Google, Facebook



• When you receive a confirmation e-mail (see below) from gaxi, click the URL at the bottom to complete the account setup.

The confirmation e-mail looks like this 🖗

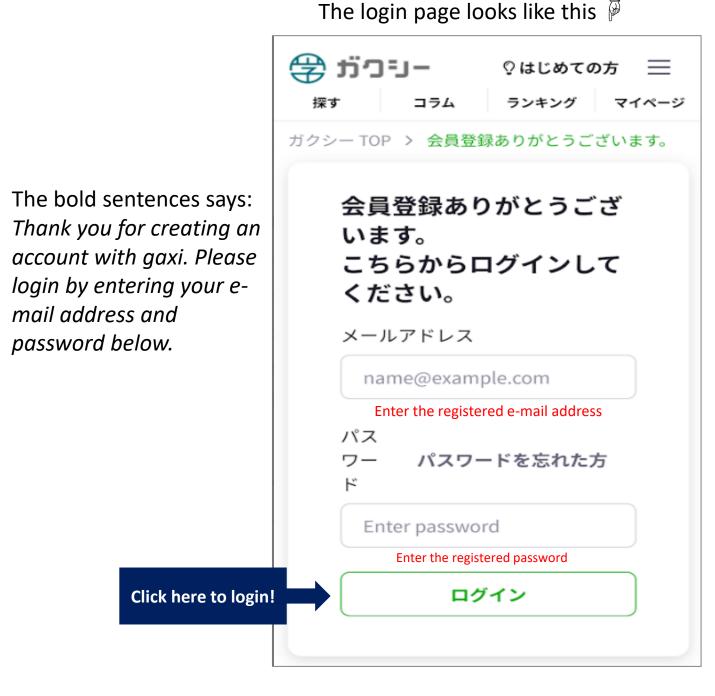
From: **奨学金サイト「ガクシー」** <<u>no-reply@gaxi.jp</u>> Date: 2023年9月3日(日) 12:03 Subject: [ガクシー]メールアドレスの確認のお願い Request for verification of your e-mail address To: Your registered e-mail address

ガクシーにご登録いただきありがとうございます。Thank you for registration to gaxi. メールアドレスの確認を完了しましたので、下記のURLをクリックしログインしてください。 You have verified your e-mail address. Please click the URL below to login to your gaxi account.

https://gaxi.jp/api/auth/confirm?code: *************

Click the URL to complete the account set up.

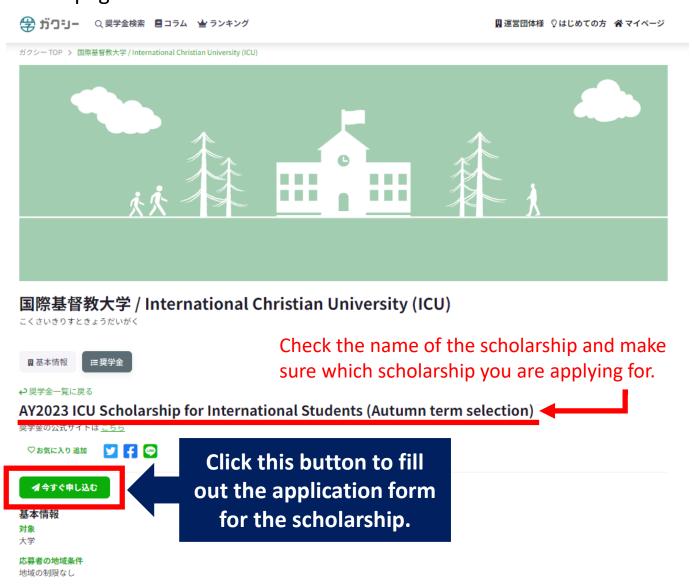
- The login page will be displayed when you complete the account setup.
- Enter the registered e-mail address and registered password to login for gaxi.



- The below pop up will be shown and asks you to edit your profile.
- Please skip this by clicking [スキップ] in the right upper corner.

| プロフィール編集 | | | |
|--|-----|---|--------------------|
| 奨学金の応募時に基礎情報として必要となりますので、 「プロフィール保存」ボタンを押して、完成させてくだ | | | Click to skip this |
| 名前必須 | キップ | | page |
| 姓と名の間は空白を入れてください。 | | | |
| 性別 | | | |
| | ~ | | |
| 生年月日必須 | | | |
| 年 /月/日 | | | |
| 都道府県必須 | | | |
| 選択してください | ~ | | |
| □ 保護者の方はチェックしてください。 | | | |
| 学校種別/職種 必須 | | | |
| 選択してください | ~ | | |
| 学年必須 | | | |
| 選択してください | ~ | 1 | |
| 卒業予定年月 <mark>必須</mark> ~ / ~ | | | |
| □ メルマガを受け取らない場合は、チェックしてくださ | ζUν | | |
| プロフィール保存 | | | |

- While logged in to your gaxi account, access to the scholarship outline page to which you want to apply. The outline page is created in gaxi and its URL is provided in the application guidelines of the scholarship you want to apply.
- The outline page looks like the picture below.
- In the outline page, please check if the scholarship name is correct. Also, please find the green button [今すぐ申し込む/Apply now] to move to the application form input. You need to submit an application form through the outline page.



• About control buttons in an application form.

プロフィール編集

メールアドレス変更

Do not click those buttons

Privacy policy

Privacy Policy and Term of Use

Applicants must give their explicit consent to their personal data being used and retained by ticking a box in the next page. Here is the English translation of the gaxi's privacy policy provided in Japanese as "プライバシーポリシー" in the box below. Tick a box "同意します" to give your explicit consent with the policy.

Privacy Policy

The governing language of this Privacy Policy shall be Japanese. This English translation prepared for reference purposes shall not affect the interpretation of the original policy in Japanese. When questions arise as to the language interpretation between Japanese and English, the official statement in Japanese shall be adopted. This Privacy Policy (hereinafter referred to as the "Policy") establishes the wavs in which Gaxi Inc. (hereinafter referred to as the "Company") will handle the personal information

Terms of Conditions

Applicants must give their explicit consent to Gaxi's Terms of Use by ticking a box in the next page. Here is the English translation of the gaxi's terms of use provided in Japanese as "利用規約" in the box below. Tick a box "同意します" to give your explicit consent with the term of use. The governing language of this Gaxi Terms and Conditions shall be Japanese. This English translation prepared for reference purposes shall not affect the interpretation of the original Terms and Conditions in Japanese. When questions arise as to the language interpretation between Japanese and English, the official statement in Japanese shall be adopted. We have the service of the following circumstances. (1) When updating or performing maintenance inspections of computer systems used for the Service (2) When provision of the Service becomes difficult due to force majeures such as earthquakes, lightning, fire, power outages, other natural disaster, etc. (3) When computers, telecommunication lines, etc., shut down due to an accident (4) Any other circumstance in which the Company deems provision of the Service has become difficult 2. The Company shall not be liable for any disadvantage or damage incurred by the User or any third party due to the suspension or discontinuation of the Service. 6. (Use Restrictions and Registration Termination) 1. The Company may restrict a User's use of all or part of the Service or terminate the User's registration without prior notice, if the User fulfills any of the following. (1) If the User violates any of the provisions of the Terms (2) If the User commits any acts that fall under the prohibitions set forth in Article 4 (3) If the User is found to have falsified his/her registered information (4) If the User defaults on his/her



- After you preview the completed contents of the application form, you will be required to agree with the privacy policy and terms of conditions.
- Check each boxes and then click the submission button to apply for the scholarship.

Terms of Conditions

Applicants must give their explicit consent to Gaxi's Terms of Use by ticking a box in the next page. Here is the English translation of the gaxi's terms of use provided in Japanese as "利用规約" in the box below. Tick a box "同意します" to give your explicit consent with the term of use. The governing language of this Gaxi Terms and Conditions shall be Japanese. This English translation prepared for reference purposes shall not affect the interpretation of the original Terms and Conditions in Japanese. When questions arise as to the language interpretation between Japanese and English, the official statement in Japanese shall be adopted. Acts that the Company Generation of the Service, partly or entirely, without prior notice to Users, due to any of the following circumstances. (1) When updating or performing maintenance inspections of computer systems used for the Service (2) When provision of the Service becomes difficult due to force majeures such as earthquakes, lightning, fire, power outages, other natural disaster, etc. (3) When computers, telecommunication lines, etc., shut down due to an accident (4) Any other circumstance in which the Company deems provision of the Service has become difficult 2. The Company shall not be liable for any disadvantage or damage incurred by the User or any third party due to the suspension or discontinuation of the Service 6. (Use Restrictions and Registration Termination) 1. The Company may restrict a User's use of all or part of the Service or terminate the User's registration without prior notice, if the User fulfills any of the following. (1) If the User violates any of the provisions of the Terms (2) If the User commits any acts that fall under the prohibitions set forth in Article 4 (3) If the User is found to have falsified his/her registered

提出コメント(任意)

Comments, if any

Jornal StrainEnglish translation of the privacy policy is providedJornal Strainin the upper part in this webpage.

株式会社ガクシー(以下,「当社」といいます。)は,当社が運営するウェブサイト(以下,「本ウェブサイト」といいます。)上で提供するサービス(以下,「本サービス」といいます。)における,本サービスの提供 に関連して当社が取得する個人情報の取扱いについて,以下のとおりプライバシーポリシー(以下,「本ポリ

□ 同意します

同意します

Back to edit

編集に戻る

ガクシー利用規約

利用規約

Please tick in both

boxes

English translation of the terms of Conditions is provided in the upper part in this webpage.

Submit

(提出する)

この利用規約(以下,「本規約」といいます。)は,株式会社ガクシー(以下,「当社」といいます。)が提 供する奨学金等に関する情報掲載等を行うプラットフォームサービス「ガクシー」(以下,「本サービス」と いいます。)の利用条件を定めるものです。登録ユーザーの皆さま(以下,「ユーザー」といいます。)には,

編集に戻る 提出する

<別添1 / Appendix 1: 見本 / Sample income statements> 【見本】令和7年度 市民税 都民税 (非)課税証明書

【<u>見本】令和7年度</u>市民税·都民税(非)課税証明書

令和7年度であることを確認してください。令和6年度以前のもの は不可です。

Please confirm that the certificate is proof of income for the year

| 住所 | | 東京 | 和三鷹市大沢3 | 3-10-2 | | Please confirm that the certificate is proof of income for the ye 2024. Proof of income for the year 2023 or before is not acceptable. | | |
|--------------------------------------|--|---|--------------------------------|---|---|--|--|--|
| 氏名 | | ★ 太郎 | 生年月日 | 年月日 昭和53 | | | | |
| 令和6年分 所得金額の 合計 | 2,556,879円 | ^{所得} 市民税 正確 even if the inc | 記載されていること ount of income mu | 場合でも、所得金額の合 。「-」や「*」は不可。 st be stated in figures, ncome. If the amount is ot be accepted. | 阁 | 頁 12,700円 | 本欄、または寡婦(夫)に該当の 記載されないものの父母いずれ | |
| 所得の種 | 類 金額 | 所得控除の種類 | 金額 | 入旳 | 控除の | 內訳 | 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 | |
| 給与所得 | 릙 1,500,000円 | 基礎控除 38 雑損 | <u>30,000円</u> 0円 | 扶養 | | 本人該当 | 認してください。 If the income statement does not | |
| (給与収入 | 、) 2,400,000円 | 医療費 | 0円 | 対象配偶者及び控除 | | 特別障害者 | indicate single parent or widow/widower and the | |
| 不動産所 | 得 056,879円 | 小規模共済掛金 | | 扶養親族の合計数 | 2人 | 普通障害者 | applicant is unable to provide statement to prove the income of | |
| | 0円 Rと金額が記載さ | 地震保険料 損害保険料 | | 対象配偶 老人 その他 | 有 | 老年者 | one of the parents, please refer to "7. Required Documents" in | |
| ていることを確認 | 別してください。 円 | 配偶者控除 33 特別配偶者控除 33 | <u>30,000円</u> 円 | 控 除 般 | 1人 0人 | ひとり親 | the Application Guidelines. | |
| 載されていること | | | 50,000円 0円 巻 | * 老人 | 人0 人0 | 寡婦(夫) | | |
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you apply for) of the applicant. *Only the name is required for the ICU Torch Relay Scholarship for New Graduate School Students applicants.