

School Attendance Assistance Program for AY2025

- **You must meet certain conditions to be eligible.**
- **This is for families who have difficulty paying education expenses based on their household earnings alone (see below).**
- **Household earnings and other factors will be assessed before providing benefits.**

★ **The School Attendance Assistance Program is not automatically renewed. You must file an application every year**

- Even if you were certified last year (AY2024), you must apply again if you want to continue receiving assistance.
- Even if you received the enrollment preparation benefits this March, you must apply again if you want to receive benefits to pay school supply expenses and the like.

1. Eligibility for School Attendance Assistance

Parents/guardians who are registered as Fuchu City residents and meet either of the following conditions:

- a Receiving public assistance for everyday living (no application required)
- b Falling under one or more of conditions (1) to (8) below:

(1) Within three months of suspension or termination of public assistance for everyday living.

(2) All household members are exempt from resident’s tax, or are receiving a taxreduction/exemption for financial reasons.

Note: Excluding cases in which a taxable person is living in the household or there is a tax exemption due to separate taxation.

(3) Being assessed an individual enterprise tax or fixed asset tax reduction/exemption for financial reasons.

(4) Receiving an exemption/reduction or payment deferral for National Health Insurance premiums.

(5) Receiving a childrearing allowance.

Note: “Childrearing allowance” is different from child allowance, child-raising allowance, or special childrearing allowance.

(6) Receiving a livelihood welfare fund loan (excluding loans due to the special COVID-19 measure).

(7) Evacuees living away from home due to large-scale disasters such as the Great East Japan Earthquake (please note that there are income requirements)

(8) Cases in which (1) to (7) above do not apply, but the total earnings/income of all household members last year were below the amount in the following table.

Household composition Times New Roman	2 (1 parent, 1 fifth grade child)	3 (2 parent, 1 fifth grade child)	4 (2 parents, 1 fifth grade child, 1 second year junior high school child)	5 (2 parents, 1 fifth grade child, 1 second year junior high school child, 1 second year high school child)
Total annual earnings	Approx. 2.58 million yen (approx. 220,000 yen/month)	Approx. 3.34 million yen (approx. 280,000 yen/month)	Approx. 4.18 million yen (approx. 350,000 yen/month)	Approx. 4.72 million yen (approx. 400,000 yen/month)
Total annual income	Approx. 1.62 million yen (approx. 140,000 yen/month)	Approx. 2.15 million yen (approx. 180,000 yen/month)	Approx. 2.80 million yen (approx. 230,000 yen/month)	Approx. 3.23 million yen (approx. 270,000 yen/month)

- Notes:
1. If you only have salaried income, please use the “total annual earnings” as a reference. If you only have business income from self-employment, etc., please use the “total annual income” as a reference. Please note that the amounts in the table are just model cases,and the **standard amount will differ depending on the age of your family members and other factors.**
Please choose the model having a similar family structure to your household as a reference, and apply if your household earnings/income do not greatly exceed the standard amount noted in the table.

2. **If a member of your household did not declare his/her income from last year, you will not be eligible for certification screening.** Make sure that all income is appropriately declared.

3. If you live in rented accommodations, you can deduct the rent (up to 837,600 yen per year, excluding common service fees and parking fees) from the total earning amount listed above. You must attach a copy of your rental contract or other proof of tenancy when youapply for this deduction.

2. Application

The duration for which you are eligible to receive benefits (total amount of payment) will differ depending on when you apply. Please apply as soon as possible.

- Initial application period for the year: **Until Wednesday, April 30**; postmark is valid until April 30if applying by postal mail.

Note: You will be eligible from **April**.
- Mid-year application period: From Thursday, May 1 until the end of February 2026.

Note: You will be eligible from the month after the month you apply; e.g., if you apply in May, you will be eligible from June.
- ◆ Where to submit (for both periods): **Your child’s school or the School Affairs and Health Section, Board of Education** (City Office 3F; postal mail applications accepted).

3. Documents to submit

(1) Application form, (2) required certification documents, etc. (be sure to check the back of the application form)

- Notes:
1. If you are sending your application by postal mail, we will send an application receipt (proof of application) to you, so be sure to include a return envelope (with the address filled in and a stamp attached). If you do not include a return envelope, we will not be able to send you the receipt.

2. Submit one application form per household.
(Even if siblings are enrolled in different schools, a single application form will be treated as an application for all of them.)

4. Certification results and payment period

- ◆ **Certification results:** Early July for applications made by the end of April; if you applied in May or later, about two months after your application was submitted.
- ◆ **Payment period:** four times a year (last day of July, October, January, and March)

Note: Excluding some types of benefits.

Note: Please complete this section as well.

2025 School Attendance Assistance Application Receipt and Proof of Application (to be kept by applicant)

School name	Grade/school year: ____ Class: ____
Student name:	Note: Information on one child is sufficient even if there are siblings.

Seal of Receipt

The place where you are submitting your application will supply the seal of receipt.

- Notes:
- When you submit your application, we will check your attached documents and return this receipt to you with a seal of receipt.
 - This form also serves as a certificate of application. Without it, we cannot certify that you have applied. Be sure to get back this form when you apply and **keep the form safe until you receive your certification results.**

5. Types of assistance and benefit amounts

Eligibility		Grade/school year Benefit type	Elementary school				Junior high school		
			1st grade	2nd to 4th grade	5th grade	6th grade	1st year	2nd year	3rd year
☆		School supply expenses (annual)	12,612yen	14,784yen	14,784yen	14,784yen	23,880yen	26,052yen	26,052yen
☆		Enrollment preparation expenses(only provided if you apply by the end of May)	57,060yen	—	—	—	63,000yen	—	—
		Waku-Waku Nature Class expenses	—	—	Actual costs	—	—	—	—
☆	◆	Nikko Field Trip expenses	—	—	—	Actual costs	—	—	—
		Fureai Nature Class expenses	—	—	—	—	Actual costs	—	—
☆	◆	School excursion expenses	—	—	—	—	—	—	Actual costs
		School commuting expenses due to disability or injury (conditions apply)	Actual costs (maximum 19,100 yen)				Actual costs (maximum 38,600 yen)		

- Notes:
- Benefits for expenses related to the Waku-Waku Nature Class, Nikko Field Trip, Fureai Nature Class and school excursions are only available if you are certified at the time of the event. They will be paid out approximately two to three months after the event. (It depends on the how fast the settlement process goes.)
The benefit for each event is only provided once a year. For example, if your child transfers schools during the year and joins in the same event again, you will only receive benefits for the first time he/she participated.
In addition to the amount equivalent to the actual costs, the following preparation allowance will be paid out:
Waku-Waku Nature Class: 2,050 yen; Nikko Field Trip: 2,900 yen; Fureai Nature Class: 2,100 yen; school excursion: 5,600 yen
 - Parents/guardians of children who attend private schools (limited to schools stipulated in Article 1 of the School Education Act) or public schools in other municipalities are eligible for the items marked with ☆ only. The benefits provided for the Nikko Field Trip and school excursions will be based on the actual cost to Fuchu City municipal schools.
 - Parents/guardians who receive public assistance for everyday living are eligible for items marked with ◆ only. Benefits for enrollment preparation expenses are provided through the public assistance program.

6. Points to Note [IMPORTANT!]

- If you want to be screened based on your earnings/income (application eligibility category 8), all non-dependents in your household—including those without income—must submit a municipal (metropolitan) tax return. You will not be eligible for certification screening if any of these non-dependent members have failed to submit a tax return. Please file a tax return as soon as possible if you have not already done so.**
- If you need to correct any of the information you entered on the application form, draw a double line through the relevant section and then stamp your seal over it to signify that you have made a correction. Stamp the same seal in the applicant’s name section. **Please do not use correction fluid or correction tape.**
- The certification screening will not be carried out unless the documents you submitted (application form and attached documents) are complete. If you are unable to prepare the necessary documents for some unavoidable reason, please contact us.
- The amounts listed in the table for total earnings/income in section 1. (b)(8) are for reference purposes only. Even if your total earnings/income are below the amount listed, you may not be certified due to the number of people in your household, age of household members, and other factors.
- If your income has decreased significantly for a special reason (unexpected unemployment, extended leave, etc.) and you are having difficulty paying educational expenses, please contact the School Affairs and Health Section of the Board of Education regardless of whether the conditions listed in 1. (b)(1) through (8) apply or not.

7. Inquiries/address for submission by post

School Affairs Subsection, School Affairs and Health Section, Education Division, Fuchu City Board of Education
2-24 Miyanishicho, Fuchu City 183-8703
Tel: 042-335-4436

Certification Documents Required

Please photocopy the following certification documents and paste them on this page. The documents you submit will not be returned.

Certification screening will not be carried out if your documents are incomplete.

Category	Application eligibility	Documents that you must submit with the application (photocopies accepted)		
1	Your public assistance for everyday living has been suspended or terminated	Suspension (termination) of public assistance for everyday living certificate issued by the welfare office		
2	All members of your household are exempt from resident’s tax (excluding cases in which a taxable person is living in the household or there is a tax exemption due to separate taxation.)	◎ If you were registered residents of Fuchu City as of January 1, 2025 None required (although you may have to file a municipal [metropolitan] tax return) ◎ If you moved into Fuchu City on or after January 2, 2025 Resident’s tax exemption certificate (must list number of dependents) Note: This document is issued in early June by the municipality where you were registered as a resident as of January 1, 2025. Please submit this document as soon as possible after you receive it.		
	You received an exemption from/reduction of your resident’s tax	Resident’s tax exemption/reduction decision notice		
3	You received an exemption from/reduction of your individual enterprise tax	Individual enterprise tax exemption/reduction decision notice		
	You received an exemption from/reduction of your fixed asset tax	Fixed asset tax exemption/reduction decision notice		
4	You received an exemption from/reduction or payment deferral for National Health Insurance premiums	National Health Insurance premiums exemption/reduction decision notice National Health Insurance premiums payment deferral decision notice (either of these documents)		
5	You receive the childrearing allowance (This is different from the child allowance, child-raising allowance, and special childrearing allowance.)	Childrearing allowance certificate (copy of the cover and the page with the mayor’s seal) Childrearing allowance reception certificate (either of these documents)		
6	You receive a livelihood welfare fund loan (excluding loans due to the special COVID-19 measure)	Livelihood welfare fund loan decision notice		
7	You are an evacuee living away from home due to a large-scale disaster such as the Great East Japan Earthquake	Disaster victim certificate (If you are not a registered resident of Fuchu City, you must also submit the income certification documents listed in application eligibility category 8 below.)		
8	Your total household income/earnings in the previous year are within the standard amount and need assistance (See the table in 1. (b)(8) for the standard amount)	Income certification documents	◎ If you were registered residents of Fuchu City as of January 1, 2025 None required. However, all non-dependents in your household, including those without income, must submit a municipal (metropolitan) tax return. You will not be eligible for certification screening if any of these non-dependent members have not done this. Please file a tax return as soon as possible if you have not already done so.) ◎ If you moved into Fuchu City on or after January 2, 2025 (One of the following documents (1) to (3) for each person with an income) [(1) If you only have salaried income Tax withholding statement for FY2024 salaried income (2) If you submitted a final tax return to the tax office Copy of FY2024 final tax return form Page 1 (page with proof of reception by the tax office/e-tax date of reception) (3) If you fall into a category other than (1) or (2) above FY2025 Resident’s Tax Taxation Certificate Note: This document is issued in early June by themunicipality where you were registered as a resident as of January 1, 2025. Please submit this document as soon as possible after you receive it.]	
If you live in rented accommodations	If you are applying as application eligibility categories 7 or 8 and live in a rented accommodation, please also read below.		Submit one of the following:	
	◆ You live in rented accommodations Please submit any of the documents listed at right. • This is not required for those applying as application eligibility categories 1 to 6. • If you fail to attach these documents, you will be screened as a person who owns the residence you		Rental contract or renewal form	This form must include a section that lists the address, tenant, landlord, rent, and contract period. You must be within your contract period at the time you apply.
			Metropolitan (Municipal) Housing Rent Certification Notice	Latest version; if you are receiving a reduction, please attach the reduction notice.
			Certificate of Residence in Company Housing	Please ask your company to prepare a certificate that states the property address, tenant, usage fee, usage period, and company name. (There is no designated format.)

(Form 1)

AY2025 School Attendance Assistance Certification Application

(and Bank Transfer Request Form)

To the Fuchu City Mayor

I want to apply for school attendance assistance benefits for the reasons stated below. I am attaching the necessary certification documents.
I agree that the application will be reviewed using public records (tax registries, etc.) for the purpose of certification screening, and that if my certification documents or application form are incomplete, the screening will not be carried out until the completed documents are submitted.
Please transfer the school attendance assistance benefits to the designated account.

										Application date	(YYYY/MM/DD)	
(1) Applicant	Address			Furigana						Date of birth		
				Name						A・D	/ /	
		Room No. _____		Phone number	Daytime phone number ()		Income in previous year	Yes/No	All household members are registered residents of Fuchu as of January 1, 2025 Yes/No			
(2) Elementary or junior high school students	Name and furigana		Date of birth		School name		Grade/school year		Application eligibility category			
	1		A.D / /						Circle the number that applies			
	2		A.D / /						1. Suspension/termination of public assistance for everyday living			
	3		A.D / /						2. Exemption/reduction of resident's tax			
	4		A.D / /						3. Exemption/reduction of individual enterprise tax or fixed asset tax			
People other than (1) and (2) that share the same livelihood	Name		Date of birth		Please check the appropriate box if they are members of a different household or living separately			Income in previous year		4. Exemption/reduction or payment deferral for National Health Insurance premiums		
			A.D / /		<input type="checkbox"/> Different household <input type="checkbox"/> Living separately			Yes/No		5. Receiving childrearing allowance		
			A.D / /		<input type="checkbox"/> Different household <input type="checkbox"/> Living separately			Yes/No		6. Receiving a livelihood welfare fund loan		
			A.D / /		<input type="checkbox"/> Different household <input type="checkbox"/> Living separately			Yes/No		7. Evacuees living away from home due to large-scale disaster such as Great East Japan Earthquake		
			A.D / /		<input type="checkbox"/> Different household <input type="checkbox"/> Living separately			Yes/No		8. Total earnings/income are within the standard amount and assistance is needed		
			A.D / /		<input type="checkbox"/> Different household <input type="checkbox"/> Living separately			Yes/No		9. Other (write the reason in the field below)		
Housing situation	① Owned ② Rented (Rent: _____ yen; excluding common service fees, parking fees, etc.) ③ Other Note: If you wish to be screened based on your earnings/income (application eligibility category 8) and you live in rented accommodations, you must attach a copy of your rental contract (see back).										(Entry field)	
Account information	Financial institution name		Bank Shinkin Bank Credit Union JA Bank	Branch name Note: Use the three-digit number for Japan Post Bank branches.		Branch Office	Account type Regular Savings	Account number (seven digits)				
	Account holder name	Enter name in katakana.										
Delegation	I hereby delegate the following authority during the 2025 academic year (including the settlement period) to _____—the director of the School Affairs and Health Section, Education Division, Fuchu City Board of Education—as my agent. 1 To handle matters relating to the request, receipt and return of Fuchu City school attendance assistance benefits. 2 To handle matters relating to the transfer of Fuchu City school attendance assistance benefits for school excursions to the principal's account. 3 To handle matters relating to the delegation of authority.											

Important matters

1. If you want to be screened based on your earnings/income (application eligibility category 8), all non-dependents in your household—including those without income—must submit a municipal (metropolitan) tax return. You will not be eligible for certification screening if any of these non-dependent members fail to submit a tax return. Please file a tax return as soon as possible if you have not already done so.

2. If you need to correct any of the information you entered on this form, please draw a double line through the relevant section and then stamp your seal over it to signify that you have made a correction. Stamp the same seal in the applicant's name section. **Please do not use correction fluid or correction tape.**

3. In the “People other than (1) and (2) that share the same livelihood” section, please enter all the people who share the same livelihood as you, excluding yourself (the applicant) and the elementary/junior high school students already listed. “Same livelihood” means people who share the same living expenses, **regardless of whether they live together.** (This includes people who are living separately due to job transfers, etc.)

4. If the documents you submitted are incomplete, no certification screening will be performed. Please see the back of this form for more information.

5. In accordance with the Personal Information Protection Ordinance, the information on this application form will not be used for any purpose other than processing school attendance assistance benefits.

Seal of receipt

The place where you are submitting your application will supply the seal of receipt.

Remarks

Please also be sure to include the application receipt form (separate form) when submitting your application form.

定申込書

Example

府中市長

If you need to make any corrections, please use double lines and apply your seal over them to signify that you have altered this information. Please do not use correction fluid or correction tape.

書類等の提出

また、支給される就学援助費を指定の口座に振り込んでください。

申込日 令和 7 年 4 月 12 日

① 申込者	住所	府中市 宮西町 2 丁目 24 番地 府中アパート 101 号室		電話	日中の連絡先	090 (1234) 5678	昨年の収入	有・無	令和 7 年 1 月 1 日に府中市に全員の住民票がある・ない					
② 小中学校児童生徒	氏名・フリガナ	生年月日	学校名	学年	申請理由区分 ↓ 該当する番号に○印									
	1 フチュウ ジロウ 府中 次郎	平成 23・10・10	府中第一中学校	2	① 生活保護の停止・廃止									
	2 フチュウ コタロウ 府中 小太郎	平成 26・5・22	府中第一小学校	5	② 市民税の非課税・減免									
	3	平成 . .			③ 個人事業税・固定資産税の減免									
①・②以外の同一生計の方	氏名	生年月日	別世帯・別居の場合は ☑してください	昨年の収入	④ 国民健康保険税の減免 または徴収猶予									
	府中 太郎	昭和 平成 59・10・1	☐ 別世帯 ☑ 別居	有・無	⑤ 児童扶養手当の支給を受けている									
	府中 大太郎	昭和 平成 37・7・30	☑ 別世帯 ☐ 別居	有・無	⑥ 生活福祉資金の借入									
		昭和 平成 . .			⑦ 東日本大震災などで避難									
住宅の状況	① 持ち家 ② 賃貸(家賃 78,000 円) 共益費・駐車場代等除く ③ その他 ※収入・所得での審査(申請理由区分8)で賃貸の方は、必ず賃貸契約書(裏面参照)を添付してください。													
振込口座	金融機関名	銀行 信用金庫 信用組合 農協	支店名	府中	支店 出張所	口座種別 ① 普通 ④ 貯蓄	口座番号 (7桁)	1	2	3	4	5	6	7
	口座名義	(カタカナで記入してください。) フチュウ ハナコ タロウ												
委任	私は、府中市教育委員会教育部学務保健課長 を代理人と定め、令和7年度中(出納整理期間を含む)における次の権限を委任します。													
	1	府中市就学援助費の請求、受領及び戻入に関する												
	2	府中市就学援助費修学旅行費の学校長口座への振込												
	3	復委任をなすこと。												

If you make corrections, please apply the same seal in the applicant's name section.

If you will be designating a Japan Post Bank account for receiving these benefits, be sure to read the next page.

Enter the information for all people that share a livelihood with you/the applicant, excluding you/applicant and students listed in the above sections.
Note: This includes members of other households who share the same livelihood as you.

If you need to make any corrections, please draw a double line through the relevant section and apply your seal directly over the lines to signify that you have altered this information.
Note: Please apply the same seal in the applicant's name section.

(注記)

- 収入・所得での審査(申請理由区分8)を希望される場合、世帯認定審査ができません。被扶養者を除き、収入が全く無い方未申告の方は早急に申告をお願いします。
- 訂正する場合は、該当箇所に二重線を引いてその上から訂正印を押し、申込者氏名欄に訂正印と同じ印鑑を押印してください。修正液、修正テープは使用しないでください。
- 「①・②以外の同一生計の方」の欄には、申込者と小中学生児童生徒以外の、生計を同一とする方すべてをご記入ください。生計が同一とは、同居の有無に関わらず、生活費を共にしている状態を指します。(単身赴任者等を含みます)
- 必要な添付書類が不足している場合、認定審査はできません。本紙裏面を必ずご確認ください。
- 個人情報保護条例により、この申込書は就学援助費事務処理以外に使用しません。

※提出先で受付印を押します

備考欄

If You Are Designating a Japan Post Bank Account for Benefit Deposits

Many applicants make errors on the application form when designating Japan Post Bank accounts. With that in mind, please read the following carefully before completing your application form.

Important Points

1. Branch name
Japan Post Bank uses three-digit numbers as branch names. Please enter the branch name (branch number) listed on your bankbook.
Please use the following to see how to check the branch name on your cash card.

2. Account number
The account number is always seven digits. If your account number starts with the number 0 (zero), do not omit it.
Please use the following to see how to check your account number on your cash card.

How to check the branch name/account number on your cash card

Code

11940

Number

12345671

Branch name

198

Account number

1234567

Add "8" to the end of the second and third digits

Omit the eighth digit ("1")

【記入例】

振込口座	金融機関名	銀行	支店名・ゆうちょ店番等	支店出張所	口座種別	口座番号(7桁)	1	2	3	4	5	6	7
	ゆうちょ	信用金庫 信用組合 農協	198		1 普通 4 貯蓄								
	口座名義	(カタカナで記入してください。)											
		フチュウ タロウ											