

Agreement for Defraying Expenses

You must prove you can cover expenses while in Japan with the following documents. Amount must be more than 1,000,000 JPY/year or 500,000 JPY/semester.

You can combine A-C to meet the required amount:

A : If you are financing yourself

Official Bank Balance Certificate

*If your bank does not issue a balance certificate, please ask your bank to issue a letter that states your most up-to-date balance with information on the name of the account holder, issuing date and signature of bank official and/or organization office stamp. A copy of a web page is accepted if all of the above information is on it.

B: If someone beside yourself is covering your expenses

Bank Balance Certificate of defrayer & Written agreement for defraying expenses

*The person covering the expenses must be the same person you fill in, in the section 26 (3) on application form for COE.

C: If scholarship is covering your expenses

Certificate of Scholarship

*The Certificate (or letter) must clearly state the name of organization providing the fund to you, amount of scholarship available during your visiting period, issuing date and signature of the funding organization and/or stamp of the organization.

Agreement for Defraying Expenses

To Waseda University

Nationality: _____

Full Name: _____

Date of Birth: _____ / _____ / _____ (male / female)
(month / day / year)

I agree to defray all costs for the above person during his/her stay in Japan, and therefore I will explain the circumstances of this agreement below.

1. Reason for defraying his/her expenses

Please explain in detail the circumstances where you agree to defray the applicant's costs and your relationship to him/her:

2. Particulars of Agreement

I, _____, hereby, agree to defray the costs of the above person during his/her stay in Japan. In order to prove that I have defrayed his/her living expenses, I also agree to provide documents, such as copies of proof of telegraphic transfer or of his/her bank account book, when he/she applies for an extension of period of stay.

1) Tuition: monthly / semi-annually / annually _____ yen

2) Living Expenses: monthly amount _____ yen

3) Method of payment (Please explain in detail, e.g. bank transfer, money order, etc.)

_____ / _____ / _____
month / day / year

Name of person defraying expenses: _____
(Family) (Given) (Middle)

Address: _____ TEL _____

Full Name (Signature): _____ seal _____

Relationship to applicant: _____