

# Notes for Military Leave of Absence (MLOA)

GSAPS Office

\*Students are required to attach a copy of the official order from the military authorities as evidence when they submit the application document to the designated link.

\* Students from countries and regions where conscientious objection to military service is recognized may submit this application form to request for leave of absence from Waseda University in order to conduct community services in their home countries in lieu of fulfilling military obligation.

\*MLOA is extended for the duration of the period of active service. MLOA period will not be counted towards the applicant's enrollment period designated by Waseda University.

\*MLOA period will not be counted towards the total time allowed for a leave of absence for other reasons.

\*Students on MLOA are exempted from tuition and registration fee (50,000 yen per semester), and Student Health Promotion Mutual Aid Association Fee (1,500 yen per semester).

\*Students must return to study at Waseda University immediately after the completion of the period of active service.

- Please check MyWaseda and your school email account regularly during the leave of absence. The Office may send you important notifications.

- When a holder of a "College Student" Resident Status (Visa) takes a leave of absence, the student visa is no longer valid. The student will need either to change visa status or return to his/her home country.

- In the event a holder of a "College Student" Resident Status (Visa) returns to his/her home country while on leave, the student must reapply and obtain a "College Student" Resident Status (Visa) prior to returning to study at Waseda University. Failure to recover their student visa status beforehand will hinder the student from entering Japan in time to start the new semester. Please contact [the Center for International Education](#) 2 months prior to returning to school.

- Scholarship recipients may be asked to take procedures to suspend their scholarship award or return all or a portion of the award to the University. Please contact the Scholarships and Financial Assistance Section in advance.

- If you are a Ph.D. student, you cannot hold an interim evaluation and submit the thesis during the leave of absence.