

No. _____

Application for Deferred Payment of Tuition and Fees for AY2026 Fall Semester

To President, Musashino University

I wish to apply for the deferred payment of the tuition and fees for the AY2026 Spring Semester for the following reason(s).

I understand that my failure of payment by the designated due date may ground for my removal from the university by its rules, and I will not lodge a complaint against the university.

■Applicant

Date(yyyy/mm/dd)

Global Business, Global Studies								Year:			
Student	Student ID No.							Phone No.		*Both the student and the guarantor must write by hand.	
	Name							— — *Please fill out a reachable phone number.			
Guarantor	*Graduate students, post-graduate program students and undergraduate students with "Student" visa do not need to fill out the guarantor section. Those who with family stay visa or special residence status need to fill out the guarantor section. なお、在留資格が家族滞在、特別在留資格等の場合は保証人欄もご記入ください。										Emergency contact 1 registered with Student Portal is the guarantor. *Only the registered person's signature is valid.
	Name										
Phone No.							— — *Please fill out a reachable phone number.				

Preferred Date of Payment Please check the relevant box.	☐ Thu., November 12, 2026 ☐ Mon., December 7, 2026 ☐ Wed., January 6, 2027	*Final deferred payment deadline
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1.Reason(s) for Delay (Check the relevant box(es):*Select all that apply.

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| ☐ Bankruptcy, dismissal, job change, poor business performance, etc. Sudden change in household finances
☐ Waiting for funding source procedures/execution (waiting for accounts receivable, etc.)
☐ Delays in delivery due to improper overseas remittance procedures
☐ Forgot or misunderstood the direct debit date (payment deadline) (the money is already in my account or has already been paid) | ☐ Changes in family circumstances (relatives going on to higher education, illness, divorce, death, etc.)
☐ To respond to unexpected expenditures such as disasters
☐ To apply for the new higher education support system |
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2.Important Notes (Please review the following and check the all box if you agree to the contents.)

- ☐ If payment is not made by the final deferred payment deadline, you will be subject to remove from the school register.
- ☐ No further extensions will be granted beyond the final deferred payment deadline.
- ☐ For direct debit: Please ensure that the full amount is available in your account by the day before the scheduled direct debit date.
- For payment by invoice: Please complete the payment by 3:00 PM on the scheduled payment date.
(Payments made after the final deferred payment deadline due to deposits on the direct debit date or outside banking hours will not be accepted under any circumstances.)
- ☐ If you are removed from the school register due to non-payment of tuition and fees, all academic records for the relevant semester will be voided.
- ☐ Even if payment is made after the dismissal process has been finalized, the removal decision will not be reversed. In such cases, the full amount of the paid tuition fees will be refunded.
- ☐ Applicants to the new Higher Education Support System should note that if a notification of the reduced tuition amount has not been issued by the final payment deadline (Wednesday, January 6, 2027), the full tuition will be debited. The reduced amount will be refunded later to the designated bank account.

Submission Deadline: Thu., September. 17, 2026

*Students under the New Higher Education Support System: Fri., November. 13, 2026

【Where to Submit】 8:45~17:00 (Weekdays only)

Please submit the original deferred payment application form to the Student Support Office in person or by mail.(Strict deadline. Mailed submissions also must arrive by the deadline.)

Student Support Office (1st Floor, Building #1, Ariake Campus)

〒135-0063

3-3-3 Ariake Koto-ku Tokyo

Student Registration Team, Student Support Office, Musashino University

学生支援課長
武蔵野学生支援課長

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