

To whom it may concern;

2025 Academic Year Subsidies for Compulsory Education Elementary and Junior High School Attendance

Matsue City provides subsidies for all or part of the expenses --- such as school lunches and school supplies --- for those guardians of elementary school and junior high school students who find it difficult to pay those expenses. Guardians who wish to receive these subsidies, hereinafter referred to as “(the) subsidies”, should read the following items carefully and complete the necessary procedures.

Guardians already receiving public welfare do not need to fill out an application .

1. Persons (or a household) eligible for the subsidy

- ① Guardians of children attending any of Matsue City’s municipal schools
- ② Guardians of children attending a national or private school within Matsue City, or a school outside of Matsue (excluding national and private schools) that have a registered address in Matsue City.

Persons (or a household) that fulfill the requirements outlined in either ① or ② above and fulfill one of the following criteria are eligible for the aforementioned subsidies.



Criteria	Necessary Documents
1. One’s welfare has ended or been suspended	No documents necessary
2. One has been exempted from paying Municipal Tax	No documents necessary (People who moved in on or after January 2, 2024 must submit a copy of their tax declaration certificate from their previous residence)
3. One is paying a reduced amount for their Municipal Tax	Notice of Change in Prefectural/Municipal Tax (Copy)
4. One is paying a reduced amount for their Individual Enterprise Tax	Notice of Payment Reduction (Copy)
5. One is paying a reduced amount for their Property Tax	Decision Notice on Payment Reduction (Copy)
6. The contributions one pays to the Japanese National Pension System have been reduced by 1/2 or more	National Pension Contribution Reduction / Approval Notice for Contribution Deferment (Copy)
7. The amount for payments one makes to the National Health Insurance have been reduced	Approval Notice for Deduction on Contributions to the National Health Insurance System (Copy)
One has been granted a grace period for making payments to the National Health Insurance System	Decision Notice on Grace Period for Collecting Contributions (Copy)
8. One is receiving the Child-Rearing Allowance	Child-Rearing Allowance Beneficiary Certificate (Copy) --- Please copy the sections that show the certificate’s <u>validity period</u> , the <u>recipient’s name</u> , and the <u>monthly allowance amount</u>
9. One is receiving Temporary Loan Emergency Funds	Decision Notice on Temporary Loan Emergency Funds (Copy)
10. One’s circumstances differs from those listed above, but is still in a financially difficult situation due to having a low income	No documents necessary (People who moved in on or after January 2, 2024 must submit a copy of their tax declaration certificate from their previous residence)

★Household Income that Indicates Eligibility for the Subsidies

※Because these are rough estimates, approval for the subsidies will depend on the results of a financial screening.

Size of Household	2	3	4	5
Earned Income	About 1,860,000 yen	About 2,370,000 yen	About 2,850,000 yen	About 3,320,000 yen
(Annual Income)	(About 2,780,000 yen)	(About 3,500,000 yen)	(About 4,120,000 yen)	(About 4,700,000 yen)

Earned Income... the amount one's left with after essential expenses have been deducted from one's salary

Annual Income... amount present before withholding tax is deducted from one's wages and bonuses

***If you are not sure whether you are eligible for the subsidy, we highly recommend for you to simply apply first.**

--- despite having had sufficient income in the previous fiscal year, one now has a much smaller income because of a job suspension, a job change or a job resignation, etc.	Documentation that proves one's current circumstances (Copy of Unemployment Insurance Beneficiary Certificate, Proof of Unemployment, etc.)
--- one is in a financially difficult situation because of debt repayment due to joint liability or medical expenses	Copies of documents that prove one's present situation (documents that prove amount of debt repayments, medical expenses, etc.).

(If more than one item is applicable, please attach the necessary documents for only one of the items.)

※**You must reapply every year even if you are already receiving the subsidy.**

Please note:

- Home and car loan repayments will not be considered in your application.
- Even if your registered residence is different from your family's (because of a job transfer, etc.), or if there are multiple heads of household living in the same home together, people living in the same house together will be regarded as one household and have their income calculated together.
- Generally, people living on the same property but in different buildings will be regarded as one household and have their income calculated together. Therefore, if your incomes are not shared, you will need to submit a copy of your respective electricity bills, gas bills, water bills, building leases, or other documents that prove you are separate households.
- There are instances in which the financial screening will be conducted based on your most recent income. For those whose household income has decreased due to a household member becoming unemployed, or due to some other special circumstance, please schedule a consultation with the Matsue City Board of Education.

2. How to Apply

Documents to submit:

- (1) **"Application Form for Authorization of Financial Assistance for Schoolchildren (and Enrollment Preparation Funds / Household Member List / Letter of Attorney/ Letter of Consent/ Account Transfer Application)"**

※The application form is available **starting in** mid-December at schools and the Board of Education.

- (2) **Copy of Bank Passbook**

- (3) **A document proving circumstances that necessitate a subsidy**

(please consult the above table... [**1. Persons (or a household) eligible for the subsidy**])

Please submit the documents to the school your child is currently enrolled in.

- ※ For households with elementary school students who have recently entered 1st grade, please submit the documents to their school along with their **Notice of Enrollment** (scheduled to be mailed out in December).
- ※ If your child has siblings enrolled in a Matsue City municipal elementary or junior high school, please fill in **only one** application for both students and submit that form to the elementary school.
- ※ If you have children enrolled in a national or private schools (Shimane University Education

Department Office, Kaisei Middle School, Shotoku Gakuin Middle School, etc.), please submit a separate form to each school.

Please note:

- People (households) moving away from Matsue by **March 31st** are ineligible to receive the subsidy.
- If there is a possibility you may move away from Matsue City **by March 31st**, please consult with us about the matter beforehand.

3. Application Submission Period (Application certification will be at the beginning of the **2025** academic year)
Applications should be submitted by the date specified by the school your child attends. In most cases, this will be at the beginning of January.

※The submission date differs with each school, so please check with your child's respective school.

For households who plan on enrolling their child in their 7th year of compulsory education, or their 1st year of elementary or junior high school for April of **2025**...

Funds for enrollment preparation or **funds for entering the next level of education** will be provided in order to cover expenses for things such as new school supplies.

Although the purpose and the payment amount for both funds are the same, the disbursement period is different. You will also only be supplied with one of them.

■ If you submit the application by the deadline designated by the school

→ **You will receive the support funds for enrollment preparation at the end of March**

■ If you have missed the original deadline, and submit your application by the end of April

→ **You will receive the support funds for entering the next level of education at the end of May**

Applications submitted during the middle of the academic year are accepted by each school. In the case that your application is accepted, it will be considered so beginning the month you submitted the application. Those thinking of applying for this aid, please submit your application as early as possible.

4. Main Subsidies

Funds provided during the **2024** academic year

Item	Recipient		Annual Amount (Yen)	N.B.
Enrollment Preparation Fund (Note 1)	Ele.	Students Newly Entering a School	54,060	Applicable only to those certified to receive the "enrollment preparation funds". This does not overlap with the subsidy for "Cost of school supplies for newly enrolled students."
	J.H.		63,000	
Cost of school supplies for newly enrolled students (Note 1)	Ele.	1 st Grader	54,060	Applicable only to those who are eligible as of April 1 st . This does not overlap with the subsidy for the "enrollment preparation fund."
	J.H.	1 st Grader	63,000	
Cost of School Supplies / Commuting Costs	Ele.	1 st Grader	11,630	Monthly Amount: Elementary 1st Grade: 1,050 yen Elementary 2nd~6th Grade: 1,260 yen Junior High 1st Grade: 2,060 yen Junior High 2nd/3rd Grade: 2,270 yen Calculated by dividing the annual amount into 11 monthly payments (August excluded) (The remainder is added in to the March payment)
		2 nd ~6 th Gr.	13,900	
	J.H.	1 st Grader	22,730	
		2 nd ~3 rd Gr.	25,000	
Commuting Cost (Note 2)	Students that commute by bus or train		Out-of-Pocket Expense (commuter pass)	Commuting Distance (one way): Elementary School Students = more than 4km Junior High School Students = more than 6km

Cost for Away-from-Campus Activities	Participants		Out-of-pocket expenses (travel fares, admission fees, etc.) (Note 3)	One-day school trips, overnight training camps, etc. (covers once for an overnight activity and once for a non-overnight activity)
Cost of School Lunch	All Students		Payment in kind (Students attending a national school will pay out-of-pocket)	
School Trip	Participants		Out-of-pocket expenses (Note 3)	Travel fares, lodging charges, admission fees, etc., are divided evenly among all participants. [Approx. Amount.: Around one month after departure] [Exact Amount.: Once the school finishes calculating the amount] ◆The Subsidy is limited to one time while attending elementary school, and one time while attending junior high school.
Cost of treatment of specially designated illnesses (Note 4)	Those who have completed treatment		Out-of-pocket expenses	Treatment costs for certain designated illnesses are covered. Please submit an application to the Board of Education before receiving treatment. Designated illness include teeth cavities, inflammation of the middle ear (otitis media), adenoids, ringworm, impetigo, trachoma, pink eye, etc..
Cost of Gym Class Supplies	Junior High	Purchaser	Out-of-pocket expenses	Cost of purchasing a set of Judo or Kendo equipment for gym class. ◆Subsidy is only provided once while enrolled.
Cost of Bicycle Helmet (Note 2)	Junior High	Purchaser	Out-of-pocket expenses	Cost of purchasing a bicycle helmet for commutes to school. ◆Subsidy is only provided once while enrolled.
Cost of Internet Set Up for Online Learning	Households that have a home environment where it's possible to set up an internet connection for online learning.		14,000 (a fixed amount for households)	A payment provided to households for setting up internet in their homes. This is provided for the purpose of creating a home environment suitable for online learning. ※This payment is a fixed amount and remains the same regardless of the number of siblings in a given household.

※For schools that fall under the compulsory education institutional system, grades 7, 8, and 9 are referred to as junior high school grade 1, 2 and 3, respectively.

Students who will enter grade 1 of junior high school are treated as students planning on attending junior high school.

Note 1: The subsidies for the “enrollment preparation funds” and the “cost of school supplies for newly enrolled students” will not be paid out if the recipient already received them from another municipality.

Note 2: Not applicable to children from outside the school district, area, and to those who attend national or private schools.

Note 3: For families with children attending national or private schools, or schools outside their school district, the maximum amount is capped at the average amount paid to students attending municipal schools from the previous fiscal year (2019 for cases involving accommodation for middle school).

Note 4: For families with children attending national or private schools, or schools outside their school district, the maximum amount is capped at the average cost of municipal schools from the previous fiscal year.

Note 5: Applicable only to children who attend municipal schools.

- ※ Depending on the status of your application, your certification classification and your child's enrolment circumstances, there may be limits on how many times you will receive the subsidy, as well as limit on the subsidy amount paid out.

Please check what the necessary process is for obtaining the aforementioned subsidies.

Subsidies are paid out based on reports submitted by schools to the Board of Education, so parents and guardians don't need to submit any paperwork themselves.

The subsidies will be deposited directly by the Board of Education into an account of a financial institution designated by the child's guardian. If parents have delegated the principal to receive the subsidy on their behalf, it will be transferred to the school's account.

5. Announcement of Subsidy Approval (Certification at beginning of the academic year)

The submitted application will be reviewed by the Board of Education. The notice of approval (or rejection) will be mailed as a document to the guardian by the Board of Education. The notification period will vary depending on the day the application was submitted, and whether the child is a new enrollee or not.

***Keeping in mind that new applications will be accepted at any time, you will be notified of your application's results once the review has been conducted.

•Notification Period:

- 1 Households with newly enrolled children (including those in their 1st year of junior high school) that submitted their application by the deadline designated by the school ...
 - the beginning of March (approval or rejection)
- 2 Households other than those specified in case (1)...
 - the end of April (rejection)
 - mid May (approval)

Please note:

- If there is a change to your household structure after applying (such as marriage, divorce, or a change in residence of a household member), your household circumstances will need to be re-evaluated. If such changes occur, please notify the school your child attends promptly.

6. Notice

Enrollment subsidies are paid out to households to subsidize costs related to the child's enrollment in school.

If you do not pay school fees despite receiving enrollment subsidies, the subsidies will instead be paid directly to the school itself. Please be aware of this before applying.

We reserve the right to cancel the provision of subsidies in some situations. Please be aware of this before applying.

Contact

Please contact the school that your child attends or the **Matsue City Board of Education.**

Matsue City Board of Education:
(TEL) 0852-55-5416
City Hall 4th annex 3F

Other Related Programs

Other than this school subsidy program, there is a **Free/Low-Cost Medical Care Service** to provide necessary medical care to those households that cannot afford it. This service is provided at **Matsue Seikyo General Hospital, Fureai Clinic, and Matsue Seikyo Dental Clinic**. For more information on how to apply to and make use of this service, please contact the respective institution directly.