October 1, 2016

To International Students:

Notification: Loan procedure for the lump-sum loan system by the Hokkaido University Supporters’ Organization

The Hokkaido University Supporters’ Organization established the lump-sum loan system for self-supported international students. This system is built for those whose financial status dramatically gets worse and money is strongly needed.

The system allows a maximum loan of 50,000 JPY on the condition that it will be repaid within 6 months.

International students who would like to apply for the loan should follow the procedures indicated below.

1. Application: Please submit the “Loan Application Form,” “Promissory Note” and “Account Transfer Application” (separate documents), together with copies of your university identification card and Residence Card to the academic affairs section of your faculty/graduate school. The deadline of loan application is on the tenth of every month.
2. Screening and Result: The loan decision will be decided based on the screening of the “Loan Application Form,” etc.
3. Remittance: After the loan is approved, the money will be transferred to the bank account of the loan applicant by the end of the month.
4. Repayment: Please make sure to repay the full amount of the loan by transferring it to the bank account assigned by the university before the due date. You may repay any time within the 6 month time frame, but please note that only a single repayment of the full amount is accepted and that payment by installments is not an option.

※Hokkaido University Supporters’ Organization carries out various international student support activities with bona fide donations by the teaching and administrative staff. Please take full responsibility to repay before the due date, as a delay will hinder support activities.

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| --- |
| Contact: Deputy Director, Division of International Students  International Affairs Department  Tel: 011-706-8035  E-mail: shien-hosa@oia.hokudai.ac.jp  Address: Institute of International Collaboration  Hokkaido University, Kita 15, Nishi 8, Kita-ku, Sapporo 060-0815 |

Sincerely,

Hokkaido University Supporters’ Organization Office

（within the Division of International Students）

**Hokkaido University Supporters’ Organization**

**Loan Application Form**

Date: \_\_\_\_\_\_\_\_\_\_(year)\_\_\_\_\_(month)\_\_\_\_\_(day)

To: President, Hokkaido University Supporters’ Organization

Applicant 　Faculty/Graduate School

Academic Year

　　　　　　　　　　　　　　　Name

　　　　　　　　　　　　　　　(In kanji or alphabet)

　　　　　　　　　　　　　　　Name

　　　　　　　　　　　　　　　(In katakana)

　　　　　　　　　　　　　　　Signature

　　　　　　　　　　　　　　　(To be signed by the applicant)

I would like to apply to the Hokkaido University Supporters' Organization Loan indicated as below;

|  |  |
| --- | --- |
| １．Loan Amount | JPY（Maximum of 50,000 JPY） |
| ２．Reason for Applying |  |
| ３．Repayment Method | I will repay the full amount of the loan in a single payment by  (year) (month)  (day) |

I acknowledge that the need for a loan is, as stated above, true and without discrepancy.

（direct supervisor）Faculty/Graduate School

Title

Name 　　　　　　　　　　　　　　印

|  |
| --- |
| For the administrative staff of the faculty/graduate school  　　　(Name) |

　□Application Submission Date: \_\_\_\_\_\_\_\_\_\_(year)\_\_\_\_\_(month)\_\_\_\_\_(day)

□Date sent to the Hokkaido University Supporters' Organization Office:

\_\_\_\_\_\_\_\_\_\_(year)\_\_\_\_\_(month)\_\_\_\_\_(day)

**Promissory Note**

Amount:　　　　　　Yen

　This is to certify that I have borrowed the amount above from the Hokkaido University Supporters' Organization on the conditions indicated below.

１．I will repay the loan as follows:

* I will repay the full amount of the loan in a single payment by

(year) (month) (day)

２．In the event that I leave the university including expulsion from the university, I will repay the full amount of the loan by the date I leave the university or the estimated date of expulsion.

　　To: President, Hokkaido University Supporters’ Organization

Date: \_\_\_\_\_\_\_\_\_\_(year)\_\_\_\_\_(month)\_\_\_\_\_(day)

Loan Applicant: Faculty/Graduate School

Academic Year

　　　　　　　　　Name

　　　　　　　　　Signature

　　　　　　　　　(To be signed by the applicant)