

To Guardians

Regarding School Expenses Subsidy

Facility and Financial Affairs Division
Kawagoe City Board of Education
(2F East Building, Kawagoe City Office)
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350 - 8601 TEL 049-224-6083

1 About School Expenses Subsidy

The School Expenses Subsidy System is a system to help pay for school supplies, school lunch fees, and other expenses in order to reduce the financial burden on the parents/guardians of students attending municipal elementary and/or junior high schools.

For those who wish to apply for the subsidy, please submit the application form to Kawagoe City Board of Education or to your child's school office.

2 Who is Eligible?

Parents/ guardians with an address in Kawagoe who have children attending a municipal elementary and/or junior high school and for whom at least one of the following conditions is applicable.

1. Households Receiving Welfare Payments.....No application is required.

※Households receiving Welfare Payments are only eligible for School Excursion Expenses and School Disease Medical Expenses; all other expenses are covered by public assistance.

2. Households that fall under the following (1) to (3) are required to apply.

(1)Households with annual income lower than the designated maximum sum.

In special circumstances where a family's income drastically changes, such as when facing unemployment or natural disasters, and it becomes financially difficult to afford school expenses, it may be possible to receive the subsidy even if your previous year's income has surpassed the approved income amount. Please feel free to contact us with any questions.

(2)Receiving a child-rearing allowance.

(3)Pause or discontinuation of welfare payments.

- These are estimates of income amounts that would be approved under Reason 2(1). The approved amount varies due to family member count and age.

Family Member Count (Family Makeup)(Age)	For homeowners	For Rents ※If the monthly rent for a rented house is 61,000 yen
1 parent(38), child(6)	2,630,000 yen	3,380,000 yen
father(38), mother(38), child(6)	2,960,000 yen	3,710,000 yen
father(38), mother(38), child(8), child(6)	3,690,000 yen	4,440,000 yen
grandmother(68), father(38), mother(38), child(8), child(6)	4,070,000 yen	4,820,000 yen

The term "income" refers to the "Total Income" listed on your Tax Certificate (Certificate of Tax Exemption).

- Please be aware of the following points:

1. The income limit differs depending on the age of the applicant's family and housing situation etc.
In addition, the screening will be based on the household listed on the resident record.

2. The screening will be based on the total income of all members of the household.

If you have not filed your income, we cannot review your income, so please be sure to file your income before applying.

3 Period of Application

※If you want to continue receiving assistance in the following year, you need to apply for it again.

- Submission Period **Mid-May to mid-June every year**

※The date changes depending on the year.

※※For those entering their first year of elementary school, the submission period is from December to the end of January.

You can apply after the period, but the time for certification may be delayed or you may not receive payment for some months.

- Submit To **Facility and Financial Affairs Division Kawagoe City Board of Education or your child's school office**

4 Documents Needed for Application

Guardians who wish to apply for support should prepare the following documents.

【In case you bring the documents to Facility and Financial Affairs Division Kawagoe City Board of Education】

My Number Card or Notification Card

① Number confirmation document (Copy of residence card with individual number listed, My Number Card, Notification Card(※) etc.)

※ Only for the applicant. However, it is necessary for those 16 years of age or older who were not registered as residents in Kawagoe City by January 1st of the year before the application year.

※ Regarding notification cards, only those with the latest information such as address and name are valid.

② Identity verification documents for the person bringing the application form (My number card, driver's license, passport, residence card, etc.)

Copies of other required documents (Only if applicable. Please submit the original power of attorney.)

① A document that can confirm the rent amount, such as a housing rental contract.

② Physical disability certificate 1st to 3rd grade, Health and Welfare Handbook for Mentally Disabled Persons Level 1-2, Nursing notebook ㊤・A・B, Disability pension certificate 1st to 2nd grade

③ A power of attorney (Only if a person from a different household than the applicant brings the application form.)

※ If there is a sudden change in your living situation, additional documents may be required, so please check with the person in charge.

【In case you submit to the school office where your child attend school or when sending by mail】

Please submit the application form (original) and copies of the attached documents listed above in an envelope.

If submitting to the school office, please write the applicant's name and the school name on the envelope.

※ If your My Number and identity verification document is a My Number Card, please copy both sides of the card.

5 Contents of Subsidy

※The amount you receive may vary depending on the month of application.

Expense items	The estimate of annual payment		Remarks
	Elementary school student	Junior high school student	
School Entrance Expenses	57,060 yen	63,000 yen	The parents/ guardians of first grade students. Applicable to those who have been certified for April.
School Supplies Expenses, Etc. (Including School Commuting Supplies Fee, Extracurricular Activities Expenses that involve overnight stays)	1 st grade 13,230 yen 2 nd grade~ 6 th grade 15,500 yen	1 st grade 25,040 yen 2 nd grade~ 3 rd grade 27,310 yen	Allowance will be calculated as below. Annual amount ÷ 12 months × Number of months qualified
Field Trip Fees Involving Overnight Accommodation	3,690 yen max	6,210 yen max	Only transportation and tour fees are applicable/paid in arrears.
School Excursion Expenses	Actual cost amount		Expenses other than group activities, album fees, etc. are not covered/paid in arrears.
School Lunch Expenses	Actual cost amount		Expenses for school lunches that have been suspended or reduced due to absence etc. are not covered.
Transportation Expenses	40,020 yen max	80,880 yen max	When commuting to a special needs class outside the school zone by public transportation.
School Disease Medical Expenses	Actual cost amount		“School Disease” refers to the illnesses specified in Article 8 of the School Health and Safety Act. The following are “School Diseases:” Cavities, Trachoma, Conjunctivitis (Pink eye), Dermatophytosis (Athlete’s foot), Scabies, Impetigo, Inflammation of the middle ear (Ear infection), Sinusitis (Inflammation of the sinuses), Adenoid inflammation (Upper tonsil inflammation), Parasitic disease. ※Welfare recipients only. ※Handled by Educational Supervision Division.

※The payments will be transferred to your bank account.

Assistance for School lunch Expenses will be allotted to the school lunch expenses under public accounts; therefore, there is no provision directly to parents/guardians.

In addition, if school fees are in arrears, the payment may be transferred to the principal’s account of the school your child attends.

※The scheduled transfer date is approximately the 25th of each month.(※Excluding July and March)

Contents and subsidy amounts are subject to change.

6 About the process after application

If there are any changes to the information on the application form after applying for School Expenses Subsidy (birth, marriage, divorce, other changes in household circumstances or bank account information), please notify Facility and Financial Affairs Division Kawagoe City Board of Education as soon as possible.

1. You will be notified of screening results (authorized, rejected, etc.) by mail.
Notifications are generally expected to be issued in about two months.
2. We will contact you if there are any problems with your application documents.
If the document deficiencies are not resolved by the specified date, the application form will be returned to you.
3. Even if you apply for this subsidy, you will need to register an account to pay School Lunch Expenses.
Please pay school lunch expenses even after applying for this system until it is approved.
The school lunch fees paid will be refunded to your registered account after certification.

【 Inquiries regarding school lunch expenses:
School Lunch Management Division TEL 049-223-3039 】