

# Sample and Instructions (Card type application)

Read this instruction to fill in **Application for National Pension Contribution Special Payment System for Students**. Follow the sample entry **in red ink** to enter your specific information in the form, either in Japanese language, English alphabets or numbers (A, B, C... 1, 2, 3...) Please note that if the Application is incomplete or missing needed data, we need to return it and ask you to enter data in Japanese, which may cause delay in application processing.

Enter name and address of your university / school.

Enter year / month when you entered the university / school and expected year / month of graduation.

This is the section where you need to enter starting and ending year / month of the application for Special Payment System for Students. One application year generally covers from April to March. Starting month for specific year may be already printed, e.g., Reiwa 8<sup>th</sup> (2026,) April, when you receive the application card. If you want your contribution postponed until the end of the year, enter **2027. 3**.

Indicate your income of previous year to the application year. Circle 1 if no income, 2 if income is ¥1,280,000 or less, or 3 if income is over ¥1,280,000.  
**Note:** Income here means your reported earnings minus necessary costs in Japan. If you haven't filed report of income or you don't know, please consult the municipal office of your place of residence.

In this section, you as the applicant, state that you are applying for the Contribution Special Payment System for Students. Then you approve and entrust JPS and municipal offices to share personal information including income, which are necessary to examine your application. Enter date (yyyy/mm/dd) of application, your address as indicated on Resident Registry *JUMINHYO*, your name (given name, family name) in English alphabet as shown on your passport, and your phone number.

**Note:**  
- Examination process at JPS takes about two months. Disregard any notices or invoices you receive while waiting for the results of your application.  
- If you are NOT student, apply for National Pension Contribution Exemption / Payment Postponement.

For details, contact JPS branch office or the municipal office of your place of residence.

## Application for National Pension Contribution Special Payment System for Students

**国民年金保険料 学生納付特例申請書**

※令和7年度と同じ学校等に在学される方がご利用いただける申請書(ハガキ)です。以下の箇所に記入をお願いいたします。

申請者記入欄

届書コード 46239 事務所コード 9999 基礎年金番号 9999999999 生年月日 99999999

※こちらの欄はご記入の必要はありません。 ※基礎年金番号・生年月日を確認してください。

学校名称 ABC University 在学予定年月(至) 999999

学校の所在地 TOKYO 都道府県 SHINJUKUKU 市区町村

在学予定年月 (入学年月) 平成 令和 2025年 4月入学 (卒業予定年月) 令和 2028年 3月卒業予定

学生納付特例申請期間 令和 8年 4月 から 令和 2027年 3月まで ← 今回の申請は最長で令和9年3月までとなります。

前年所得 1. なし 2. あり (128万円以下) 3. あり (128万円超) → 16歳以上18歳未満の扶養親族

Date of application 令和 2026年 4月 1日

住所 TOKYO 都道府県 SUGINAMIKU 市区町村 TAKAIDONISHI, 1-2-3

被保険者氏名 JOHN SMITH (電話 080 - XXXX - XXXX)

※所得に関する情報について、関係法令に基づき、申告義務がある場合には、正しく申告する必要があります。

After completing the Application, cover your information with enclosed seal sticker, and post to mail box.



To mailbox

