Financial Support for Temporary Childcare Services

For University Students

Hitotsubashi University provides financial support for a part of expenses incurred for temporary childcare services and babysitting during the academic and research terms or for attending conferences in order to support a balance between childbirth, childcare, and studies. Please read through the information below for more details. We encourage all students to use this opportunity for financial assistance for childcare services.

Service Start Date

-April 1, 2023

　(Students must register before using the service. Please read the section, “How to Apply,” on the next page.)

Eligibility

Students who have difficulty in maintaining a balance between studying, doing research, and raising a child or children without childcare support services because their spouse works, studies, or is hospitalized are eligible for this service. Eligible student types are:

-Degree-seeking undergraduate or graduate (Master's Programs, Doctoral Programs and Professional School Programs) students at Hitotsubashi University.

-Credited Auditors, etc.Special Register Students

 \*in principle, Not including students who have currently withdrawn from the course(s).

In cases wherein applicants do not fall within any of the categories listed here, the Diversity Promotion Office will consider their eligibility based on individual circumstances.

Children Eligible to Receive this Service

-From infants to year three primary school children
-Primary school children up through year six who need special care (holding a Physical Disability Certificate or Rehabilitation Certificate)

Service Contents Acceptable for this Service

-Temporary childcare
-In-home babysitting for extended daycare (night/holiday childcare and daycare for sick or convalescent children)

\* The service is available only within the academic or research terms (including TA, RA, and conference attendance).
\*This service does not include the ordinary fees for daycare services, additional fees for housekeeping, enrollment fees, annual fees, or cancellation fees.

Subsidy Amount and Limitation

(1) 10,000 JPY will be subsidized per day.

\*If the fee is less than 10,000 JPY, the exact price for the daycare will be subsidized.

(2) The maximum annual subsidy per child is 55,000 JPY in principle.

\*The maximum amount of subsidy may be reconsidered every half a year.

How to Apply

(1) Complete a registration form (Extract 1) and submit it with a certificate of employment or school certificate of an alternative guardian and a copy of the maternity record book (include the cover page and the page of the birth certificate with the names of the parents and child) to the Diversity Promotion Office.

If you do not have a maternity record book, submit a certificate of residence (with all the family members).
\* After confirming eligibility based on the registration, the Diversity Promotion Office will directly contact applicants.

(2) Complete an application form (Extract 2) three days prior to the date of need for childcare services and submit it with a copy of an application form for temporary childcare service or a copy of a contract with the babysitter company (see Note) to the Diversity Promotion Office.

[Note] This must be submitted when students use this service for the first time or change the place where the childcare service has taken place or the babysitter company.

Procedures after Service Use

(1)Send or submit the receipts of the concerned person where the childcare service has taken place or of the babysitter company to the Diversity Promotion Office within five days after the use of the childcare services. If the services provided were outside of the academic or research terms, students must also submit documents to prove that they were attending study groups or conferences (e.g. certificate of attendance).

(2)When students use the childcare services due to the sickness/hospital admission of spouses, they must submit the necessary documents (documents for hospitalization, medical certificate, or copies of receipts from hospitals).

(3)After receiving and checking all the aforementioned documents, the university will transfer the subsidy to the designated bank account within approximately 2-4 weeks.

Notes

-This financial support system is based upon Childcare Support Funds as the special project organized by Hitotsubashi University *Koenkai (*supporting groups).

-Subsidy amounts and maximum annual services will change according to the amount of contributions and the number of people who use the service. In case of change, the Diversity Promotion Office will directly contact the service users in due course.

-Please contact us immediately when service users become ineligible to receive the service (e.g. leave the university).

-If the users do not follow the regulations concerning wrongful acts in using this service, the university may invalidate their registration.

-All applicants are asked to participate in questionnaires.

【Enquiries】

Diversity Promotion Office

1F, East Plaza, East Campus

(Tel) 042-580-8730

(E-mail) gen-fr.g@ad.hit-u.ac.jp

(Address) 2-1 Naka, Kunitachi-shi,Tokyo 186-8601