

Consent Form for Baby-Sitter and Temporary Childcare Support Program (FY2026)

To: Director of the Center for DEI, Tohoku University

I hereby apply to use the FY2026 Baby-Sitter and Temporary Childcare Support Program (Discount Coupon Course or TUMUG Course) after confirming and agreeing to each of the following items.

Terms of Agreement *(Please confirm the following details. Check all boxes, sign or print your name with a seal, and submit the document in PDF format.)*

1. Common Terms for Both Discount Coupon and TUMUG Courses

- Conditions of Use:** Usage is permitted only in situations where university duties would be difficult to perform without this support.
- Usage Hours:** The service must be used only during the hours engaged in university duties (including research and study), except for special cases in the Discount Coupon Course.
- Verification of Usage Hours:** Faculty and staff must submit attendance records or "Records of Working Hours based on the Industrial Safety and Health Act" by the 5th of the month following usage. If appropriate usage cannot be confirmed through verification with the hours used, the full amount must be returned retroactively. Students may be required to submit academic schedule records signed by their supervisor during the screening stage.
- Application Name:** The applicant for the baby-sitter service must be the same as the applicant for this program. If the name on the usage statement is not the applicant's name, the service will not be eligible for subsidy.
- Prohibition of Concurrent Use:** The "Discount Coupon Course" and "TUMUG Course" cannot be used on the same day.
- Compliance with Regulations:** Detailed conditions must be confirmed in the usage guidelines beforehand and met during use.
- Rejection or Cancellation of Application:** If there are deficiencies or falsehoods in the submitted documents, or usage that violates regulations, the application will be rejected or the approval will be cancelled.
- Prohibition of Transfer:** Transferring rights (including discount coupons) to others or usage by someone other than the applicant is strictly prohibited for any reason.
- Contact Point:** To protect personal information, all communication and inquiries to the secretariat must be made by the applicant. In principle, contact from family or acquaintances is not permitted.
- Disclaimer: Disclaimer:** The University shall not be held liable for any trouble or disputes arising from the applicant's intentional misconduct or negligence.
- Cooperation for DEI Promotion:** If I receive a subsidy through this program, I will cooperate as much as possible with the University's DEI promotion activities, such as participating in symposia or responding to surveys.

2. Terms for the Discount Coupon Course

- Applicant Eligibility:** Applicants must be full-time faculty/staff under employment contract with the University, or part-time faculty/staff under employment contract who are members of the MEXT Mutual Aid Association.
- Usage Limit:** The maximum number of coupons per household is 24 per month and 280 per year.
- Usage Period:** Coupons must be applied for and used within the designated period.
- Record Retention:** Usage statements (showing dates/times) and childcare records issued by the agency must be kept for 5 years, as submission may be requested.
- Issuance Restrictions:** The number of coupons issued may be limited or suspended based on budget, inventory, or the applicant's possession of unused coupons.
- Retroactive Restrictions:** Except for usage between April 1 and May 15, 2026, coupons cannot be used retroactively for dates prior to the issuance date set by the All-Japan Childcare Services Association.
- Post-use Procedures:** After using the service, promptly register the usage in the system via smartphone or other devices.
- Return of Unused Coupons:** Any coupons that you no longer plan to use must be returned promptly via the method specified by the Center.
- Automatic Collection:** Unused coupons past their intended date of use may be automatically collected at the Center's discretion and cannot be compensated thereafter.

3. Terms for the TUMUG Course

- Applicant Eligibility:** Applicants must be faculty/staff (full-time or part-time), JSPS Research Fellows, or graduate students (Doctoral 3rd year, or Medical/Dental/Pharmaceutical curricula) who are unable to use the Discount Coupon Course due to unavoidable circumstances.
- Prior Application:** You must apply before use and properly store the issued "Application Number."
- Reimbursement System:** You must pay the full amount to the service provider first and promptly submit the receipt after use.
- Subsidy Limit:** The maximum subsidy is 4,600 yen per day/session.
- Subsidy Restrictions:** Only usage for which receipts are submitted within the deadline will be considered for screening. Subsidies may be reduced or not paid due to budget constraints.
- Ineligible Expenses:** Routine childcare (e.g., monthly extended care), on-campus childcare facilities, housekeeping, transportation, cancellation fees, membership fees, and insurance are not eligible for subsidy.

I hereby pledge to confirm and comply with all the matters stated above.

Date: ____ / ____ / ____ (Year / Month / Day)

Signature :
