

List of attachment documents necessary for making an application for dependents

Person for certification  Current circumstances of the dependent (all pertinent documents must)	Can live in either same or separate home							Living in the same home a condition				Name of required document  (copies permissible with the exception of forms designated by the insurance society)	
	Spouse	Children			Blood parents	Grand parents	Brothers/sisters (grandchildren)		Parents -in-law	Aunts and Uncles	Nieces/nephews		
		Under age 16	Student aged 16 or olderOther than	student aged 16 or older			Under age 16	Over age 16			Under age 16		Over age 16
Document for confirming the circumstances of the family member				●	●	●	●	●	●	●	●	●	Current Circumstances of Dependent to Be Covered (Form designated by the insurance society)
Document giving proof of living in the same home and familial relationship									●	●	●	●	Certificate of residence for the whole household (one that shows relationships)
When living in a different home				●	●	●	●	●					Most recent certificate of remittance *1; Certificate of residence for the whole household (one that shows relationships)
When making an application for your child and your spouse is not a dependent	●	●	●										Certificate of annual income for both husband and wife (certificate of income and withholding tax, certificate of annual income)
If a student (excluding evening classes and correspondence classes)	●		●				●	●			●	●	Certificate of enrollment or copy of the student ID *2
If not a student and has been without income for one year or more	●			●	●	●		●	●	●		●	Certificate of annual income
If there are those other than the insured person and dependents living in the same home					●	●	●	●	●	●	●	●	Certificate of annual income for all persons living in the same home
If retired within the past year (if a salary income has been listed in the most recent certificate of annual income)	Not insured in employment insurance	●	●	●	●	●		●	●	●		●	Certificate of Retirement or De-registration as a Temporary Worker (Form designated by the insurance society)
	On stand-by or in benefit restriction period for unemployment benefits	●	●	●	●	●		●	●	●		●	Employment insurance benefit qualification certificate (copy)
	If no claim for unemployment benefits is to be made	●	●	●	●	●		●	●	●		●	Confirmation notice of the loss of employment insurance qualification (copy) or a letter of separation that has the words "not applicable" included in it 1, 2 (copy) *3
	If receipt of unemployment benefits has been completed	●	●	●	●	●		●	●	●		●	Employment insurance benefit qualification certificate that has the words "benefit payment completed" included in it (copy)
	Extension of the benefit period:	●	●	●	●	●		●	●	●		●	Notification of the postponement of the receipt of benefits (copy) * Those scheduled to give birth can use a letter of separation 1, 2 (copy) and a maternal child health handbook in its place if the application
If a civil servant, etc., and unemployment benefits do not apply	●	●	●	●	●		●	●	●		●	Letter of appointment (copy)	
If working (part-time, casual work, etc.)	●	●	●	●	●		●	●	●		●	Certificate of Conditions of Employment (Form designated by the insurance society)	
Pensions	Currently receiving benefits	●	●	●	●	●		●	●	●		●	Notice of pension payment (copy)
	Application filed / scheduled to receive benefits	●	●	●	●	●		●	●	●		●	Response to inquiry of probable amount of pension (copy)
Self-employed / sole proprietor	●	●	●	●	●		●	●	●		●	Tax returns for the past three years (copy)	
Those who have closed their business	●	●	●	●	●		●	●	●		●	Notification of the discontinuance of business (copy)	

Foreigners and persons with a family name that differs from that of the insured person	●	●	●	●	●	●	●	●	●	●	●	●	If living in the same home: Certificate of residence (one that shows relationships); If living apart: Family register, etc.; If non-Japanese: Residence Card (copy)
If the person was a voluntarily and continuously insured person of a different health insurance society	●	●	●	●	●	●		●	●	●		●	Certificate of the loss of eligibility as a voluntarily and continuously insured person
When making an application for either a father or mother, if the other parent is alive and well					●	●			●	●			Document to confirm the income of the father or mother for whom no application is made to make a dependent (Certificate of annual income / notice of pension payment)
If the parents of the relevant individual is alive and well							●	●			●	●	Document to certify the respective incomes of the mother and father * in the case of pension recipients, a notice of pension payment (copy), etc.

Those who do not have addresses in Japan *4	If a student studying abroad		●	●									Copy of visa, student ID, certificate of school attendance, certificate of school admission
	If family members accompanying an insured person posted abroad	●	●	●	●	●	●	●	●	●	●	●	Copy of visa, written appointment overseas, certificate of residence issued by a foreign public agency, etc.
	If a person traveling abroad temporarily for sightseeing, recreation, volunteer activities, or other reasons unrelated to employment	●	●	●	●	●	●	●	●				Copy of visa, certificate of agency dispatched for volunteer activities, certificate of consent to participate in volunteer activities
	Those who enter into a family relationship to an insured person while the insured person is posted abroad	●	●	●	●	●	●	●	●	●	●	●	Copy of documentation certifying birth, marriage, etc.
	In addition to all cases above, a person recognized to have a livelihood based in Japan in consideration of purposes of traveling abroad and other circumstances	●	●	●	●	●	●	●	●	●	●	●	Subject to determination on a case-by-case basis. Please contact the Health Insurance Society.

Matters to Note

- \*1 A certificate of remittance refers, in the case of a bank transfer, a transfer deposit receipt, etc., and in the case of cash remittance by registered mail, a copy of the remittance (One month's worth required as a general rule; a confirmation of records may be made at times at a later date.)
  - \*2 Documents that allow confirmation of the enrollment in school will be required for students in high school or above who have completed compulsory education. In the case of students enrolled in a vocational school, if it is not possible to confirm that said student is a year-round student of the school, a certificate of enrollment may be required instead of a student ID.
  - \*3 Persons for whom a letter of separation has been issued but have no intention of working will be required to submit a letter of separation 1, 2 with the description "Article 4 Paragraph 3 of the Act not applicable" or "Article 13 of the Act no applicable" added on by a "Hello Work" employment security office.
  - \*4 Persons who stay in Japan under the following purposes(visa), cannot be certified as a dependent even if he or she resides here .
    - ① For going into hospital or clinic, and for getting medical treatment here (medical visa)
    - ② For supporting his or her daily life activity to the person applicable to ① above
    - ③ For sightseeing, recreation, or other activities similar to these fields under long-stay visas
- Documents were prepared in a foreign language, please attach a Japanese translation signed by translator.*

The submission of additional documents other than that described above may be requested at times.

- Certification will not be made of the following kinds of persons.**
- Persons with an annual income of 1.3 million yen or more (1.8 million yen in the case of persons over 60 years of age or those receiving a disability pension).
  - Persons who have an income the amount of which is one-half or more of the insured person's income.
  - Applicable persons living in a separate home who have income that is greater than the amount remitted to said person by the insured person.
  - Persons receiving unemployment benefits, injury and illness allowance, maternity allowance, etc. (when such benefits are higher than the standard amount of certification as a dependent.
  - If making an application for a child and the income of the insured person is less than the income of the insured person's spouse