

List of Documents Required for Dependent Authorization: List A
(for persons less than 18 years of age or less than 25 years of age and attending school during the day)

	Documents to submit / attach	Persons who need not cohabit with the insured person				Persons required to cohabit with the insured		Notes
		Spouse	Children	Siblings	Grandchildren	Nephews, nieces	Uncles Aunts	
Documents required	Dependent (Change) Notice for Health Insurance System (two pages: original and duplicate): Print this form from the IBM Japan Health Insurance Association website *Only page 1 is required for Voluntarily and Continuously Insured Persons or those in the Special-Case Retired Persons Medical Care System	○	○	○	○	○	○	If you name a child as a dependent and both spouses work, enter the income amounts for both spouses under section ⑧, “Annual income of husband & wife, respectively when both are working,” on the Dependent (Change) Notice for Health Insurance System (no certifying documents are required). *In principle, the family member will be a dependent of the spouse who earns the higher income.
	Dependent Status Notice (not required upon birth of a child): Print this form from the IBM Japan Health Insurance Association website	○	○	○	○	○	○	
	Certificate of school attendance (copies of student IDs are not acceptable)	△	△	△	△	△	△	No certificate is required for those for whom the first March 31 after reaching the age of 18 years has not yet come.
	Certificate of Loss of Eligibility for Health Insurance (original)/National Health Insurance card (copy)	○	○	○	○	○	○	See the Dependent Status Notice.
Other	Certified copy of certificate of residence (for all household members)	△	△	△	△	○	○	For non-Japanese persons, the document must indicate the duration of stay (at least one year).
	Official copy (extract) of family register, original source of reestablished family register	△	△	△	△	△	△	For adoptive children, submit an official copy (extract) of the family register or notification of adoption; for a common-law spouse, submit a certificate or residence indicating “wife (not registered)” and “husband (not registered)” and official copies of the family registers for both spouses.
	Certificate of receipt of marriage registration/notification of adoption	△	△	△	△	△	△	
	Persons with disabilities	△	△	△	△	△	△	

○: Submission required in all cases △: Attachment required for the persons in question

Note 1: Depending on dependent status, additional documents may be required.

Note 2: Submit original documents if “copy” is not specified.

Note 3: Make sure the document submitted was issued within the past three months when submitting any of the following documents:

certificate of school attendance, official copy (extract) of family register, certificate of residence, certificate of income (taxation/tax exempt certificate).

Note 4: Note that “persons less than 18 years of age” refers to persons who have yet to reach their first March 31 after turning 18 years.

Note 5: Note that “persons less than 25 years of age and attending school during the day” refers persons who have yet to reach their first March 31 after turning 25 and who attend school during the day.

Persons attending school during the day:

This refers to students (Article 6, Item 5 of the School Education Act) enrolled in schools as defined in Article 1 of the School Education Act (Act No. 26 of 1947), advanced vocational schools as defined in Article 124 of that Act, or the various types of schools defined in Article 134, Paragraph 1 of that Act.

(Including universities, high schools, technical colleges, special needs schools, and advanced vocational schools)

This excludes persons enrolled in evening university extension courses, part-time high school programs including evening programs, or correspondence courses.

Note 6: Submit the required documents indicated in the “List of Documents Required for Dependent Authorization: List B” for persons aged 25 or above, persons less than 25 but not attending school during the day, and persons unable to submit a certificate of school attendance.