

**Teaching Materials Grants 2025**

**Form C (Alternative Materials Request Form)**

This is a restricted Word document. Please type your responses.

If you are unable to purchase pre-approved materials for any reason (e.g. out of print, out of stock etc.), please fill out this form and email to [coordinators\_sy@jpf.go.jp](mailto:coordinators_sy@jpf.go.jp) for approval **before** purchasing alternative materials.

**Procedure:**

1. Submit the following items to [coordinators\_sy@jpf.go.jp](mailto:coordinators＿sy@jpf.go.jp):

* Completed Form C
* Completed Alternative Materials Request List

1. Upon approval on your request, an official letter of approval will be sent by email.
2. Purchase the approved materials within the purchasing period.

**Note**:

Your originally approved grant amount will remain the same regardless of any Form C changes.

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| **Authorised Official (Teacher in charge of application)** | |
| Title: |  |
| Name: |  |
| School name: |  |
| Position: |  |
| Signature: |  |
| Date: |  |