## **Web Application Flow**

#### The web application flow is as follows.



# STEP 1

#### **Preparation**

Prepare a computer and printer connected to internet (smartphone and tablet are not recommended).

Prepare \*required documents well in advance before application since it may take time to obtain them.

\*Required documents: ID photo data, certificates etc. For details, please check the application guidelines for the graduate schools you wish to enter.



#### **STEP**

2



## **Access the Application Site**

From the application site https://e-apply.jp/ds/nagoya-gs/



### STEP

3



### **MyPage Registration**

Follow the instructions on the screen to enter the required information and register for MyPage. If you have already registered MyPage, please proceed to STEP4.



① If you register MyPage for the first time, please login from My Page registration .



nome 0

□ 名古屋大学

② Register your email address and clickSubmit a temporary registration e-mail >



3 Click **∃** Go to Login



The initial password and URL for main registration will be sent to the e-mail address.

\* Please check your e-mail settings as well to ensure that you are able to receive e-mails from @e-apply.jp domein.



On the login screen, enter the registered e-mail address and the "initial password" you received in (4), and click



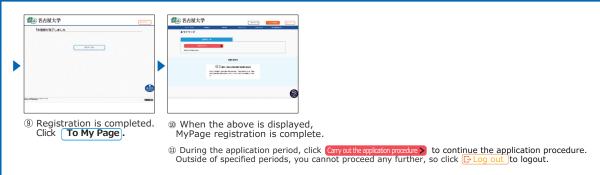
⑥ Change from the initial password to new password.

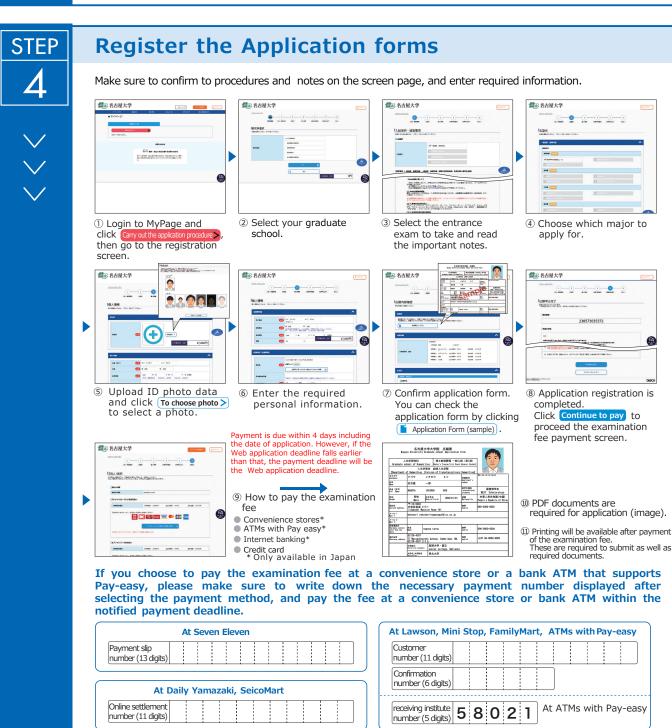


② Enter the required personal information and clickNext



Confirm the personal information you entered and click. To register in this content.







After the examination fee has been paid, you will not be able to correct your application contents. Please check your application contents before paying the examination fee. If there are any errors, please register again from Step 3.

A confirmation e-mail will be sent to you after you have completed the registration of your application. If you have set restrictions on receiving e-mails, please allow the sender (@e-apply.jp) . \*Please note that the confirmation email may be sent to your junk folder.

\*Please note that if you select credit card in "9How to pay the examination fee", the payment will be completed at the same time as resigtration.



#### Paying with a credit card

You can select and pay during the Web application.

[Credit cards available for the payment] VISA, Master, JCB, AMERICAN EXPRESS, MUFG, DC, UFJ, NICOS













The payment can be completed during the Web application.

#### 2 Paying by internet banking

After your Web application is registered, the page will shift to the site of the bank you chose. Make the payment as instructed on the screen.

\*Required your bank account is registered for internet banking.

The payment can be completed online.

#### 3 Paying at convenience stores (Only in Japan)

Write down the number displayed after your Web application is registered, and pay at any one of the following convenience stores.

Pay at the cashier

Pay using the terminal



Loppi

LAWSON (MIN)



Fami Port FamilyMart

#### 4 Paying at ATMs with Pay-easy option

av-easy

(Only in Japan) Write down the number displayed after your Web application is registered, and pay at any one of the ATMs with Pay-easy option as instructed on the screen.

\*Banks with Pay-easy option can be checked on the [Selection of Payment Method] page.

Enter necessary information as instructed on the screen of the terminal or ATM, check the information displayed, and make the payment.

#### 3 Convenience stores 4 ATMs ATMs with Lawson Seven-Eleven **FamilyMart** amazaki Daily Store Mini Stop Pay-easy option LAWSON (MIN) 🕝 セブン・イレブン FamilyMart Cashier Multi-copy Machine Cashiei ATMs with Pay-easy option Tell the cashier you Click "those who Tell the cashier you Click "Payment/ Click "Pay tax/ want to make an online settlement want to make an have specific want to make an charge". internet payment. internet payment. payment. Enter the Enter the "customer number 'customer number (11 digits)". (11 digits)". Tell him/her your Tell him/her your Tell him/her your Enter the "receiving payment slip number(13 digits). online settlement number (11 digits). online settlement number (11 digits). institution number (58021)". Click "multi-payment service". Enter the "customer number (11 digits)". Enter the Enter the Enter the "customer number (6 digits)" (6 digits)" (6 digits)". Check the Check the Check the information displayed. information displayed. information displayed. Bring to the cashier the receipt printed out Select "cash" or Pay in cash from the terminal and pay in cash within "cash card", and Pay at the cashier. at the cashier. 30 minutes. make the payment. Make sure you receive the receipt with the statement. Make sure you receive the payment receipt. Make sure you receive the payment receipt with the statement.

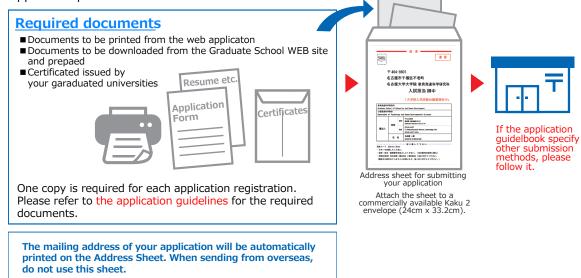
# STEP

6



#### Send Required Documents by Post

Print the documents downloadable in color after the completing and paid your application and send them from post office by registered express mail (書留速達郵便) along with other required documents. If you are from outside Japan, send them by tracked post (EMS etc.) within the application period.



\*The examination fee and necessary documents that have been received will not be returned in any way except for those specified it in the application guidelines.

## Application Completion >

Note for Application Your application will be completed only after you complete the web application, pay the examination fee, and send by post the required documents by the deadline.

Please make sure to check the deadline in the application guidelines.

## STEP

#### **Print the Examinee's Registration Card**

7

When the application is accepted and the examinee's registration card is able to be printed, you will be notified it through the e-mail address you have registered. If you do not receive the e-mail, please login to the Web application site by the day before the examination, print the card out on an A4 paper, single-sided in color, and bring this with you on the day of the examination.



The Examinee's
Registration
Card
Name: OOO

Examination
: x x x x x