

APPLICATION REQUIREMENTS
FOR FOREIGN STUDENTS
(SPECIAL SELECTION)

Doctoral Program Enrollment
For April, 2019

Graduate School of Advanced Sciences of Matter
Hiroshima University

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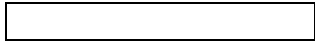
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TEL:082-424-7008, 7009 (Inside Japan) +81-82-424-7008,7009 (Outside Japan)

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Online Application

1 Procedure of Online Application You can find the page on the web site.

1 Access to the Top Page of the Online Application

The Online Application Page is only accessible via the Entrance Examination Information Web Site of Hiroshima University.

Hiroshima University Entrance Examination Information Web Site
<https://www.hiroshima-u.ac.jp/en>



2 (If you have, otherwise, skip (2)) Enter the Account

Enter the alphanumeric code (consisting of 8 or more characters) which you received from the Graduate School concerned.

* Some examination type require the Account which Graduate School gives applicant

3 Enter the Details for Application

Choose Examination type, Graduate School or Major, etc.

4 Enter Personal Information

Follow the instructions on the screen and enter your name, address, etc.

5 Check details

Confirm the contents of application details and personal information.

6 Confirmation of required documents

A list of the necessary documents will be displayed. Check it, and prepare the documents.

It is possible to upload digital photos*. Follow the instructions on the screen, transform the uploaded photo to the ID photo format, and submit it via internet.

*The digital picture must be of the upper half of the body, without head coverings and showing you facing the camera. The photograph (monochrome/color) must be not more than 3 months old.

7 Pay

Choose the method of payment from the following list:

For applications from outside Japan, only credit card payments can be accepted.

1. Credit Card (VISA MasterCard JCB AMERICAN EXPRESS Diners Club)

2. Convenience Store 7-Eleven, LAWSON, MINISTOP, FamilyMart, CircleKSunkus, Daily Yamazaki, Seicomart

3. Banking ATM Pay-easy

4. Online Banking

8 Initial registration process complete

The Online Application Procedure is not Completed yet

Your **Application Number** not identical to the number will be issued. Do not miss to make a note of it, or to print the on-screen information.

The application number is needed for confirming the application details later, and for sending the application documents by post.

Those who choose convenience stores or ATM Pay-easy as the method of payment, please make a note of the **information needed for the payment of the application fee (various numbers)**

<Note>

You cannot complete an application procedure just by completing the application registration and paying the application fee. It is necessary for you to send the necessary documents by **simple registered mail (or EMS: Express Mail Service) no later than the deadline.**

9 Send the Application Documents by post

For applications from **outside** Japan

Prepare an envelope for sending and send application documents by express mail.

Write the **application number** and the postal code, the address, and the name of the applicant on the envelope. Send the documents to the address shown below **by the fastest international mail such as EMS, FEDEX or DHL**



ADDRESS: Student Support Office, Graduate School of Advanced Sciences of Matter,
Hiroshima University
1-3-1 Kagamiyama Higashi-Hiroshima, Japan
Post Code: 739-8530 Tel: +81-82-424-7009

For applications from **inside** Japan



Prepare an envelope for sending and send application documents by simple registered mail. From the registration completion screen, open the label of address and print it. Paste the printed label on an envelope (Square Type 2; 24cm×33.2cm).

It is strongly recommended that you print the label of the address to be pasted on the envelope. If it's not possible, write the information provided on the label (the postal code, the address and the addressee of the destination, the **application number**, the examination type, graduate school / major names, etc. of your choice, the postal code, the address, and the name of the applicant) directly on the envelope. Write (simple registered mail) vertically in red (or ask a post office counter clerk to put the seal on the envelope).

Sample of English ver.

	1-3-1 Kagamiyama, Higashi-hiroshima, Hiroshima, 739-8530
Hiroshima University Graduate School of Advanced Sciences of Matter Student Support Office	
	出願番号(application number): 入試区分(type of exam): 出願研究科・専攻等 (graduate school/ major etc.): (address of applicant): (name of applicant):
	

Sample of handwritten envelope (only if printing is impossible)

	739-8530 1-3-1 Kagamiyama Higashi-Hiroshima, Hiroshima
	Student Support Office, Graduate School of Advanced Sciences of Matter Hiroshima University
application number: type of exam department name and address of applicant	

10 Payment of the Application Fee

Make a payment following the payment method you've selected in the procedure " (7) Pay". As for the ()

completion of the application registration.

The application fee once remitted will not be refunded.

In addition to the application fee, you need to pay ¥500 as the processing fee.

The amount of processing fee is the same regardless of the way of payment (Credit Card / Convenience Store / Banking facilities' ATM [Pay-easy] / Online Banking).

For applications from outside of Japan, only credit card payments can be accepted.

① Credit Card For applications from **inside/ outside Japan**





The settlement is completed at the completion of application registration.

You can make a payment using any credit cards whose logo marks are shown in the right table.

Please prepare a credit card before application.

The name of the credit card account holder does not necessarily need to be identical to the name of the applicant.







A lump sum payment is required. Before using a credit card, please check the usage limit.

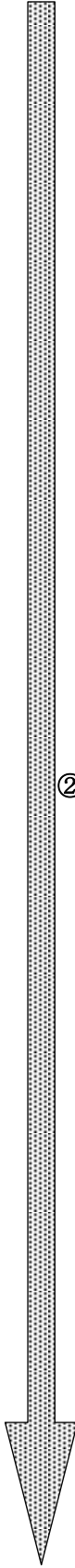
	
	
	
	
	

② Convenience Store For applications from **inside Japan**

Make a payment in cash.

Payment procedure

7-Eleven 	Haraikomihyou-bango-slip (-Haraikomihyou-) to the salesclerk. Pay in cash (*2). (*1) The payment slip number is displayed after clicking on the Haraikomihyou-wo-hyoujisuru-registration completion screen. This number is needed to make a payment. (*2) Do not use a multi-functional copy machine for the payment.
LAWSON, MINISTOP 	Make a payment in cash at the register after completing the procedure with "Loppi".
FamilyMart, 	Make a payment in cash at the register after completing the procedure with "Fami-port".
CircleKSunkus 	Make a payment at the register after completing the procedure with "K-station".
Daily Yamazaki, 	Tell a salesclerk at the register that you would like to pay by "online settlement". After that, make a payment in cash.
Seicomart 	Make a payment in cash at the register after completing the procedure with "Club Station".



③

Pay-easy For applications from **inside Japan**



Payment can be made by ATM with a "Pay-easy mark" at any of the usable financial institutions listed below:

As for the usable financial institutions, check "List of usable ATM" on the following web page:

http://www.well-net.jp/multi/financial_list/index.html

Examples of usable financial institutions

Hiroshima Bank, Hukuoka Bank, Japan Post Bank Mizuho Bank Resona Bank, Sumitomo Mitsui Bank, etc.

Payment procedure

At the ATM, please select "payment of taxes/charges" or "Pay-easy", and complete the procedure.

④ Online Banking For applications from **inside Japan**

You can use city banks, regional banks, Shinkin banks, credit unions, worker's credit unions, agricultural cooperatives, and fishery cooperatives etc. A prior application at the financial institution is needed.

In addition, Rakuten Bank, The Japan Net Bank, Jibun Bank, and SBI Sumishin Net Bank are also usable. In this case, you have to open an account at the financial institution in advance.

Payment procedure

- 1 Open the application registration completion screen.
- 2 P
- 3 Select the financial institution you've made a contract with for online banking. Conduct the necessary procedure after performing log-in.

This is the end of the online application.

※ If you have any questions about the operation of online applications, etc. please contact the following help desk:

Online Application Help Desk (Japanese Speaking Only)	Reception Time: 10:00-18:00
	Reception Period Starting on April 1, 2018 (Except Saturday, Sunday and holiday until July 31) (Except from December 29 to January 3)
	TEL 050-3786-5124

※ As for questions about general application information, please contact :
Student Support Office, Graduate School of Advanced Sciences of Matter Hiroshima University.
(Except weekends and holidays, from December 29 to January 3)

Address : 1-3-1 Kagamiyama Higashi-Hiroshima, Japan 739-8530

E-mail : sentan-gaku-sien@office.hiroshima-u.ac.jp