

# 2026 Academic Year Admission Guidebook

## 【For Graduate Schools】

**Please complete the following procedures within the predetermined admission period.**

- A. Register with Online Admission System
- B. Pay admission fee  
(or apply for Admission fee exemption / payment postponement)
- C. Submit admission application via post

Please be aware that admission procedures done outside the specified period shall not be accepted under any circumstances.

Also make sure to check your admission period, which differs by program.

**Advance preparation is required before starting the online admission procedures.**

**Please read this guidebook carefully and thoroughly before starting your online admission procedures.**

As your offer of admission contains important personal information, please refrain from posting picture or copy of letter of admission offer to SNS such as X (which was formerly known as “Twitter”), Facebook, Instagram, blogs, etc.

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# I . Admission Procedures

Please complete following A to C within the predetermined admission period.  
“B. Admission fee payment” must be completed prior to “C. Admission application submission via post”

## A. Online Admission System registration

Login to the online admission system via university website.

## B. Admission fee payment

Skip this step if you are applying for admission fee exemption / payment postponement\*.

\*Refer to page 20 for how to apply.

## C. Admission application submission via post

\*By 17:00 of the last day of the admission period

Your intention for enrollment is confirmed only after all above procedures are completed by 17:00 of the last day of the admission period.

\* Please note that if your admission documents fail to reach Kumamoto University by predetermined deadline, your admission application is considered incomplete (online registered data becomes invalid).

Also, please be aware that admission procedures done outside the specified period shall not be accepted under any circumstances.

## 1. Admission period and advance preparation

[ For April 2026 admission ]

Type of program and entrance examination	A. Online Admission System registration	C. Admission application submission via post
Graduate School of Education Graduate School of Social and Culture Sciences • Master's Program (Including instructional system) • Doctoral Program (instructional system only) Graduate School of Medical Sciences • Master's Program • Doctoral Program Graduate School of Health Sciences • Master's Program • Doctoral Program Graduate School of Pharmaceutical Sciences • Master's Program Graduate School of Science and Technology • Master's Program • Doctoral Program	Feb 27 – Mar 15, 2026 (by 17:00 Japanese Time)	Mar 13 – Mar 15, 2026 (by 17:00 Japanese Time)
Graduate School of Education (2nd recruitment only) Graduate School of Social and Cultural Sciences • Master's Program (only 3rd recruitment) • Doctoral Program (Excluding instructional system) Graduate School of Medical Sciences • Master's Program (3rd recruitment only) • Doctoral Program (3rd recruitment only) Graduate School of Health Sciences • Master's Program (3rd recruitment only) • Doctoral Program (3rd recruitment only) Graduate School of Pharmaceutical Sciences • Master's Program (3rd recruitment only) • Doctoral Program (4 years) • Doctoral Program (3 years) Graduate School of Science and Technology • Master's Program (3rd recruitment and those who fall in special selection of 3rd year undergraduate category) • Doctoral Program (3rd recruitment only)	Mar 18-Mar 27, 2026 (by 17:00 Japanese Time)	Mar 25 – Mar 27, 2026 (by 17:00 Japanese Time)

- \* Recruitment after 2nd recruitment is subjected to be cancelled if student quota is reached.
- \* If admission documents arrive ahead of admission procedure period, they will be accepted, however, only be opened and checked during the admission procedure period.

**[ For October 2026 admission ]**

Type of program and entrance examination	A. Online Admission System registration	C. Admission application submission via post
Graduate School of Medical Sciences (October admission)	Aug 31 – Sep 11, 2026 (by 17:00 Japanese Time)	Sep 7 – Sep 11, 2026 (by 17:00 Japanese Time)
Graduate School of Pharmaceutical Sciences (October admission)		
Graduate School of Science and Technology (October admission)		

**[ Please prepare the following before starting with the online admission application ]**

**1. Letter of Admission Offer**

The letter contains your examinee number and password which necessary for login.

**2. PC or smartphone with Internet connection**

- \* You may use a PC (Internet) outside your home (such as school), however
- \* Do not use a PC with expired OS support or no antivirus software. Also, do not use public PC such as PC at internet café.

**3. Printer (applicable for A4-size paper, either monochrome or color)**

You need to print out your registered admission information and address label. Regular printing paper is ok.

**4. Email address**

You may use an email address associated with your smartphone/cellphone or free email account. A confirmation email will be sent to you via this email address, Therefore, make sure to update the configuration to allow email messages from the University's domain (@jimu.kumamoto-u.ac.jp).

**5. Face photograph image data for Student ID Card**

Requirements:

- \*Color photo taken within the last three months, aspect ratio 4:3 in size.
- \*Image data must be between 100KB and 5MB in size, in JPEG or PNG file format.
- \*Photo must show upper half of your body, directly facing the camera, without a hat.
- \*Taken in clothing that you normally wear. Business suits are fine, however student uniform is not allowed
- \*No digital edits or changes
- \*This photo will be used for your student ID card.

**6. One (1) standard Kakugata No. 2 Envelop (240 x 332 mm; A4-size documents can fit without folding)**

## 2. FAQ (Frequently Asked Questions)

Make sure to check before making an inquiry.

No.	Question	Answer
1	I didn't receive email about registration password.	If you do not receive an e-mail within 5 – 10 minutes, please check. 1. Please check if the e-mail address you registered was correct. 2. Please check if your e-mail account was set to reject e-mails from University's domain. If then, please set to receive e-mails from "@jimu.kumamoto-u.ac.jp" domain name.
2	What should I do if I notice errors in address or contact information after completing the registration?	You can change it after you are admitted. Please notify Academic Affairs Office of your department.
3	If I move or change my contact information between completing online admission procedures and my enrollment date, which address should I provide during the enrollment process?	Please enter the address and phone number as they are at the time of your enrollment procedure in the online enrollment system. Additionally, there will be no mail sent from us between the completion of your enrollment procedure and the start of your studies. (If you wish to change your information after enrollment, please refer to Question No. 2.)
4	What should I do if I made a mistake and need to correct my document?	Cross out a mistake by double lines, stamp your personal seal on top, then write correct information in leftover space.
5	Is it okay if I mail the registration documents before admission and registration period?	We do accept the registration documents to arrive prior to the registration period, however, we only open and confirm the content during the admission and registration period.
6	Who is internal applicant of the higher education screening test?	Those are students who passed the entrance examination and admitted to the doctoral program from Master's Program of Kumamoto University. This does not apply to students enroll in Master Program or Doctoral Program from bachelors.
7	How can I confirm whether my admission and registration was successfully completed.	After all admission procedures have been completed, "The required documents have been confirmed by Kumamoto University and the admission procedures have been successfully completed" message will be displayed on your login window. (See page 17) Please use tracking system on postal website to check if your document has arrived or not as we do not answer such inquiries by phone.
8	When and where should I submit the consent form related to Alumni Association?	Either enclose with the required documents for admission or submit to the Academic Affairs Office in your program after admission.
9	When and how should I pay tuition fees?	In principle, the University tuition payments are made using a bank transfer. We are currently considering changing the registration of the transfer deposit account from submitting a written request form for transfer to registering on the web using a smartphone. We will inform you of the details of the procedure when we send you the admission guidebook. Please note that it is not necessary to pay the tuition fee at the time of the admission procedure.
10	I am afraid that my documents may not arrive during the admission and registration period.	Please arrange enough time for your documents to reach us on time. If you have special circumstance such as living overseas may cause longer time for your documents to arrive or mailing delays due to natural disaster, please consult in advance.

11	Am I obliged to use express simplified registered mail to send required documents for admission?	Only "express simplified registered mail" arrives at the venue for admission and registration directly. Please use express simplified registered mail or EMS, DHL, and so on trackable when sending your documents from abroad.
12	How do I get my receipt for admission fee payment?	After payment of the enrollment fee has been completed, you will be able to output the form on the Online Admission System. Please refer to page 19 for specific instructions.
13	When and where should I submit the "Pledge concerning copyrights"?	After admission, please submit the form signed by your supervisor to Academic Affairs Office in your program.

### 3. List of Contacts

[Office Hours: Mon – Fri (except holidays) 8:30 – 17:15]

\*Please be sure to check "2. FAQ" on page 3 and 4 before contacting us.

Inquiries by phone: Japanese only.

by e-mail: Japanese or English.

E-mail address: nyushi {at} jimu.kumamoto-u.ac.jp


\*Please change {at} to @ when sending an e-mail.

Types of inquires	Department in charge	Phone number
Admission Procedures Operation of Online Admission System (Please contact in charge divisions for inquires listed following.)	Student Affairs Department, Admissions Division	096-342-2146
Admission fee exemption and/or payment postponement	Student Affairs Department, Student Life Division, Economic Support	096-342-2151
Tuition fee exemption		096-342-2126
Scholarships	Student Affairs Department, Global Education Division, International Student Office	096-342-2103
Student Insurance "Gakkensai"	Student Affairs Department, Student Life Division, Life Support	096-342-2723
Bank transfer of Admission fee	Financial Affairs Department, Financial Affairs Division, Income Team	096-342-3176
Entrance ceremony	General Affairs Department, General Affairs Division, General Affairs	096-342-3117
Kumamoto University Fund	Endowment Office, Strategic Management Planning Department	096-342-3129
Graduate schools' entrance ceremony and orientations Long-term registration system	Academic Affairs Office of each Graduate School	(Refer below *)
Credited Auditors	Student Affairs Department, Academic Services Division, Academic Support	Refer Email address on page 39

Graduate School	Department in charge	Phone number	Address
<b>Graduate School of Education</b>	Administrative Division of Humanity, Social Studies and Education, Education Administrative Team, Academic Affairs	096-342-2522	Kurokami 2-40-1, Chuo-ku, Kumamoto-shi, 860-8555
<b>Graduate School of Social and Cultural Sciences</b>	Administrative Division of Humanity, Social Studies and Education, Graduate School of Social and Cultural Sciences Academic Affairs	096-342-2325 096-342-2326	
<b>Graduate School of Medical Sciences</b>	Administrative Division of Medical, Pharmaceutical and Health Sciences, Medical Administrative Team, Academic Affairs	096-373-5029	Honjo 1-1-1, Chuo-ku Kumamoto-shi, 860-8556
<b>Graduate School of Health Sciences</b>	Administrative Division of Medical, Pharmaceutical and Health Sciences, Health Science Administrative Team, Academic Affairs	096-373-5571	Kuhonji 4-24-1, Chuo-ku Kumamoto-shi, 862-0976
<b>Graduate School of Pharmaceutical Sciences</b>	Administrative Division of Medical, Pharmaceutical and Health Sciences, Pharmaceutical Science Administrative Team, Academic Affairs	096-371-4635	Oehonmachi 5-1, Chuo-ku, Kumamoto-shi, 862-0973
<b>Graduate School of Science and Technology</b>	Administrative Division of Science and Technology, Graduate School Academic /International Affairs	096-342-3013	Kurokami 2-39-1, Chuo-ku, Kumamoto-shi, 860-8555

## 4. A. Online Admission System registration

After reading this guidebook thoroughly, use one of the following methods to access the “Online Admission System” to proceed with your registration.

Online Admission System	
QR Code	URL
	<a href="https://admission.kumamoto-u.ac.jp/">https://admission.kumamoto-u.ac.jp/</a> *Registration is only possible within the admission procedure period.

Information needed for registration	
1	Important notes before starting the online registration (Please read this content before starting the online)
2	Login
3	Confirm and enter your personal information
4	Enter emergency contact information
5	Pay admission fee (or apply for an exemption/postponement)
6	Upload a student ID photo
7	Confirm the content of pledge
8	Confirm entered content
9	Pay the admission fee and print the necessary documents
10	Completion of Admission Procedure Registration
11	Completion of Admission Procedure

Online admission registration is available until 16:59 of the admission period deadline.

However, as admission documents must reach University by 17:00 the same day, make sure to complete both on time.

It takes approximately 40 minutes to complete the online admission registration. The system times out automatically if no activities are detected for 60 minutes. If you need to return to the previous page, do not use the browser's return button as input content may disappear. Use the return button appear on the latest window screen. Input information prior to time-out is automatically saved.



## <<1. Important notes before starting the online registration >>

Read the content, check to confirm, then click "Next".

If unable to check, please change your browser.

### Important notes before starting the online registration

1. To complete the admission and registration, after registering through the Internet using this system, it is necessary to pay the admission fee and submit the required documents for admission by mail.  
Use "express simplified registered mail" to send the documents during the admission and registration period (cannot bring in person). (Must arrive by 17:00 on the last day of the period.)
2. If the submitted documents are incomplete or incorrect, we do not accept them. For any reason whatsoever, you are not permitted to register after the admission and registration period is over.  
Please be warned that if the required documents for admission do not arrive during the admission and registration period (must arrive by 17:00 of the last day), the registration is deemed incomplete (registration data becomes invalid), and treated as declining an offer of admission.  
The University may contact the applicant by phone or other means to confirm the intention if the student does not provide a clear refusal to an offer of admission.
4. After completing the registration, you cannot make changes to the content, and the submitted documents will not be returned.
5. If deceitful or fabricated content is found in the submitted documents, your admission may be withdrawn.

Before starting the online registration, thoroughly read "Admission Guidebook" to prepare yourself.


☐ I confirm "the important notes before starting the online registration".

### Confirm the environment of your PC or smartphone


Please confirm the environment of your PC or smartphone to use.

#### PC recommended environment

Browser version

Recommended check	For Windows environment	For Mac environment
	Google Chrome Microsoft Edge	Safari Google Chrome


PDF viewer and reader software

Recommended check	For Windows environment	For Mac environment
	Adobe Acrobat Reader DC * PDF Reader for Windows 8.1 or 10 does not conform to the recommended environment. * PDF Reader plug-in for browser does not conform to the recommended environment.	Adobe Acrobat Reader DC * Preview on Mac does not conform to the recommended environment. * PDF Reader plug-in for browser does not conform to the recommended environment.

#### Recommended environment for the mobile terminals

\* The following outlines the recommended environment; however, some functions may not work depending on your environment. If that is the case, please use a PC instead.

OS version

Recommended check	For Android environment	For iOS environment
	Android 10.XX or later Android Chrome	iOS 14.XX or later Safari

next 

## <<2. Login >> **\*You can log in only during enrollment period.**

It is a two-step verification. First, enter your date of birth, application registration number, and temporary password given on your offer of admission (an 8-digit password consisting of half-width lower-case alphabets and numbers), then click "Login".

When the next screen appears, enter an email address, and click "Send". Immediately, you will receive a password sent to your email. Use that password to log in again. If you do not receive a password email, check whether you had entered email address incorrectly. Or check junk-mail configuration of your email account (allow emails from @jimu.kumamoto-u.ac.jp) then click "Send" again.

Even then, if you do not receive email showing password for next step, please contact nyushi[at]jimu.kumamoto-u.ac.jp (please change[at] to @)

**Log in**

date of birth: yyyy/mm/dd

application registration: [input field]

password: [input field]

Return Login

Depending on type of browser, delimiter (- or /) for date may be different. Use two digits for both month and date such as "2000-01-01".

\*If you make password-input errors for 10 times, you will be blocked. If this occurs, please contact the Admissions Division at 096-342-2146.

**A password for admission and registration will be sent**

A password for admission and registration will be sent to the provided email address.

mail address [Mandatory] [input field]

\* Please provide your usual email address you frequently check.  
\* Please configure to allow emails from "@jimu.kumamoto-u.ac.jp" domain name.

Return Send

**An email has been sent**

A password for admission and registration was sent.

\* A password for admission and registration was sent to [masked email address].  
From the login screen, enter the password for admission and registration to start registration.

Return to the login screen

**Log in**

date of birth: yyyy/mm/dd

application registration: [input field]

password: [input field]

Return Login

An email from nyushi@jimu.kumamoto-u.ac.jp contains a half-width alphanumeric 10-digit password.

Enter your "password for admission and registration" received in above mentioned email.

**Handling privacy of information**

The University appropriately obtain, handle and manage private information of students and others in relation to regular operation of the University accordance with "the regulations for protection of privacy of information, National University Corporation Kumamoto University", and "the regulations for management of privacy of information, National University Corporation Kumamoto University".  
Confirm the section "Handling of personal information" of the guidebook, then select the checkmark for "I agree with the handling of private information".

☐ I agree with the handling of private information.

Return next

### <<3. Confirm and enter your personal information>>

Please confirm your personal information and move to “Next”.

Confirm and enter your personal information(1/7)

name	テスト 大学院
Furigana	テスト ダイグタイ
Romaji notation <small>Mandatory</small>	TESUTO Daigakuinn <small>* This will be displayed on the student ID. (Letters exceeding 18 characters are truncated.) * Those with a Japanese national should enter in order of the surname followed by the given name. Use capital letters of alphabet for the surname. The given name should start with a capital letter followed by lower-case letters. Example) KUMAMOTO Taro * Those with a foreign national should enter the name as it appears on the passport. * Leave a space between the surname and the given name.</small>
A landline phone number <small>Mandatory</small>	0960000000 <small>* Please enter without including hyphens (-). * Include area code in the input. * If you do not have a landline phone number, use a cellphone number.</small>
A cellphone number <small>Mandatory</small>	08000000000 <small>* Please enter without including hyphens (-). * If you do not have a mobile phone number or your contact information is outside of Japan, please enter "00000000000".</small>
email address	<div></div> <small>* If you want to change the email address, re-login with a temporary password and update.</small>
Postal code <small>Mandatory</small>	860-8555 <small>* Include a hyphen (-) in the input. Input [000-0000] in case of address overseas, then input your postal code together with address in appropriate columns</small>
Address <small>Mandatory</small>	熊本県熊本市中央区黒髪2丁目40番1号
Apartment etc.	
Nationality <small>Mandatory</small>	Nihon
Registered permanent address <small>Mandatory</small>	Kumamoto <small>* Please enter according to your family register.</small>

[Return](#) [next](#)

【Example】TESUTO Daigakuinn  
As in the above example, your surname must be entirely input with capital letters, while given name begins with a capital letter followed by lower-case letters. International students should input name order as same as appearing on your passport.

The email address you entered when you logged in is displayed. It does not have to be your own address. If you wish to change it, you can do so after admission.

If you live outside of Japan, please enter 000-0000 as your postal code and enter your actual postal code in the “address” cell.

Please enter your current address. Please update to your new address after admission, by necessary.

### <<4. Enter emergency contact information>>

Enter emergency contact information and move to “Next”.

Enter the emergency contact information(2/7)

name <small>Mandatory</small>	熊大 太郎
Relationship <small>Mandatory</small>	father
A landline phone number <small>Mandatory</small>	0960000000 <small>* Please enter without including hyphens (-). * Include area code in the input. * If you do not have a landline phone number, use a cellphone number. * In case of emergency when the University cannot get hold of you, this contact information is used. Please enter the contact information other than yourself.</small>
A cellphone number <small>Mandatory</small>	09000000000 <small>* Please enter without including hyphens (-). * If you do not have a cellphone number, enter "00000000000".</small>
email address <small>Mandatory</small>	<div></div>
Postal code <small>Mandatory</small>	860-8555 <small>* Include a hyphen (-) in the input. Input [000-0000] in case of address overseas, then input appropriate columns</small>
Address <small>Mandatory</small>	熊本県熊本市中央区黒髪2丁目40番1号
Apartment etc.	

[Return](#) [next](#)

If you live outside of Japan, please enter 000-0000 as your postal code and enter your actual postal code in the “address” cell.

<<5. Pay the admission fee>> \* **Make sure to read pages 18 to 22.**

\* Skip this step if you are an MEXT scholarship or a successful applicant of the higher education screening test.

Please select "Credit card payment/paperless payment (PAYSLE, convenience store, Pay-easy, etc.) payment". If you are applying for admission fee exemption /payment postponement, select the other choice and refer to page 20 to 22 or next step.

Pay the admission fee(3/7)

Please read the pages of "Admission Fee Exemption/Deferment Application" and "Tuition Fee Exemption (Year-Round)" carefully before making your selection.

Admission fee **Mandatory**

☒ Credit card payment/paperless payment (PAYSLE, convenience store, Pay-easy, etc.) payment

Regarding payment of admission fee ▼

Credit card payment

Payment can be made using the following credit cards.

VISA Electron, Mastercard, JCB, AMERICAN EXPRESS, Diners Club INTERNATIONAL

Paperless payment (PAYSLE, convenience store, Pay-easy, etc.)

\*When paying with PAYSLE, please use your smartphone (iPhone or Android).  
\*Please use a computer when paying with Rakuten Bank.

PAYSLE, セブンイレブン, LAWSON, FamilyMart, Daily, Seicomart, Pay-easy, Rakuten, PayPay

Payment Please pay by

The amount of money for payment

total amount	¥282,000
Admission fee	¥282,000
Service usage fee	It varies depending on the payment method.

If you wish to apply for admission fee exemption/payment postponement, do not pay. Check necessary procedure from guidebook page 15

☐ Application for a exemption or postponement of admission fee

Application for a exemption or postponement of admission fee ... ▼

Return next

To pay the admission fee, please select "Credit card payment or paperless payment (PAYSLE, convenience store, Pay-easy, etc.) payment" and move to Next. Please check pages 13 and 14 for detailed payment instructions.

Pay the admission fee(3/7)

Please read the pages of "Admission Fee Exemption/Deferment Application" and "Tuition Fee Exemption (Year-Round)" carefully before making your selection.

Admission fee **Mandatory**

☐ Credit card payment/paperless payment (PAYSLE, convenience store, Pay-easy, etc.) payment

Regarding payment of admission fee ▼

☒ Application for a exemption or postponement of admission fee

Application for a exemption or postponement of admission fee . ▼

Return next

If you are applying for an exemption or postponement, please click the arrow circled in red. Once you click this, the screen changes to the one below. From the pulldown menu, select an application number(1 to 6), then select Next. Please read information from page 20 carefully.

\* Application for a exemption or postponement of admission fee

Application for a exemption or postponement of admission fee ... ▼

Please choose application number first if you wish to apply for admission fee exemption/payment postponement

Refer to guidebook for details

Admission fee exemption/postponement apply

Choose a number from below **Application**

Number	Student type	Application type	Target
①	Graduate students	Admission fee exemption/postponement (payment deadline extension)	(Those who have difficulty paying the admission fee due to financial reasons and who are recognized as having)
②	Graduate students	Disaster Relief Act, suffering from such disasters and unable to pay admission fee)	Disaster Relief Act, suffering from such disasters and unable to pay admission fee)
③	Advanced-studies students	Death of Academic Expense Supporter etc.	Admission fee exemption/postponement (payment deadline extension) (Academic Expense Supporter passed away/suffered from natural disaster within one year before enrollment)
④	Graduate students	Privately Financed International students	Admission fee exemption/payment postponement (payment deadline extension)
⑤	Graduate students	Privately Financed International students (supported by JICA, etc.)	Admission fee payment postponement (payment deadline extension)

① Apply for admission fee exemption/postponement (extension of payment deadline) for graduate students, under "General" category

② Apply for admission fee postponement (extension of payment deadline) for Teacher-education students and Advanced-studies students, under "General" category

③ Apply for admission fee exemption/postponement (extension of payment deadline) for graduate students, Teacher-education students and Advanced-studies students, under "Disaster" category

④ Apply for admission fee exemption/postponement (extension of payment deadline) for graduate students, Teacher-education students and Advanced-studies students, under "Academic Expense Supporter passed away" category

⑤ Apply for admission fee exemption/postponement (extension of payment deadline) for graduate students, under "Privately Financed International students" category

⑥ Apply for admission fee payment postponement (extension of payment deadline) for graduate students, under "Privately Financed International students with support from JICA, etc." category

## <<6. Upload a student ID photo>>

Please upload an ID photo, which you prepared in advance, for your student ID.

Upload a student ID photo(4/7)

Student ID photo **Application**

Is upload an image, you must allow pop-up windows.

- photograph of enrollment **student only** (upper half body, front facing the camera).
- It must be taken within **three months**.
- It must be photographed in your **regular attire**. (Dressed in uniform is not accepted.)
- The photograph must be taken with **no hat** and **no background**.
- It must be a **color photograph**.
- The file format must be either **JPEG or PNG**. Also, photo processing other than changing the image ratio is not allowed.
- Photo size is 4:3 aspect ratio
- It must be high resolution photograph. (100 KB to 5MB)

sample

Select an image file

Return Next

You can trim the photo you uploaded. Please adjust the size as shown in the sample. Once the registration is completed, the uploaded photo cannot be changed.

- This photo will be your student ID photo.
- Photograph of enrolling student only (upper half body, front facing the camera).
- It must be taken within three months.
- It must be photographed in your regular attire. (Dressed in uniform is not accepted.)
- The photograph must be taken with no hat and no background.
- It must be a color photograph.
- The file format must be either JPEG or PNG.
- Also, photo processing other than changing the image ratio is not allowed.
- Photo size is 4:3 aspect ratio.
- It must be high resolution photograph. (100 KB to 5MB)

[An image of your student ID of Kumamoto University]

熊本大学学生証

学生番号 9109-Y10508 年度 入学

氏名 氏名

生年月日 生年月日

This photograph will appear on the student ID to be used **during your study at the University**.

☐ Agree.

Upload your photo, click "Confirm" to see how your photo will appear at your student ID card. Click Agree" to close the window, then choose "next".

## << 7. Confirm the content of pledge>>

After confirming the content of the pledge, select the check box to “Agree with the pledge”, and move to “Next”.

Confirm the content of pledge(5/7)

誓 約 書  
Pledge

年 月 日  
year month day

熊本大学長 殿  
To the President of Kumamoto University

今般、熊本大学に入学を許可されました  
が、入学の上は、学則、諸規則を固く守る  
ことを誓います。  
I pledge to observe Kumamoto University's regulations as a student regarding the admission  
to Kumamoto University.

氏 名 テスト 大学院  
Name

☒ Agree with the pledge.

Your name and date will appear automatically.  
Check the “agree with the pledge” checkbox to  
display the date.

## <<8. Confirm entered content>>

Please confirm all information. If you need to make corrections, please go back to make changes.  
Check once again before clicking “Next”.


Confirm entered content(6/7)

Once confirmed, you will not be able to update the admission and registration information.  
\* Once confirmed, changes to information requires you to go through a particular process after admission.

Personal information	
name	テスト 大学院
Furigana	テスト ダイガクイン
Romaji notation	TESUTO Daigakuinn
A landline phone number	0960000000
A cellphone number	08000000000
email address	
Postal code	860-8555
Address	熊本県熊本市中央区黒髪2丁目40番1号
Apartment etc.	
Nationality	Nihon
Registered permanent address	Kumamoto

Emergency contact information	
name	熊大 太郎
Relationship	父
A landline phone number	0960000000
A cellphone number	09000000000
email address	
Postal code	860-8555
Address	熊本県熊本市中央区黒髪2丁目40番1号
Apartment etc.	

An admission fee payment	
An admission fee payment	Credit card payment/paperless payment (PAYSLE, convenience store, Pay-easy, etc.) payment

Student ID photo	
Student ID photo	 sample

Pledge	
The date of agreement	



## <<9. Pay the admission fee and print the necessary documents >>

In the "«5. Pay the admission fee» 「Pay the admission fee (3/7)」 screen, the displayed items will vary depending on the registration details. If you have selected to pay the admission fee, please click "Payment of admission fees."

If you selected "apply for an exemption or postponement of the admission fee", instead of "Admission fee payment date", you will see a section for "Application for an exemption of admission and tuition fees". Please verify the application type shown.

※Before paying the admission fee, be sure to refer to page 18, Section <⑤-1 "B. Admission fee payment">.

※Once the admission fee payment is complete, you will be able to print the necessary documents.

Pay the admission fee and print the necessary documents(7/7)

Once you have paid the enrolment fee, you will be able to print it.  
\* Print this page, and check to make sure that all items are included. Enclose this with the admission and registration documents in an envelope.  
Once payment and printing are complete, be sure to press the "Register" button.

What to submit during admission procedures

Submission documents etc.	Description
Admission fee About payment date	Please enter the date you paid the admission fee. (Made a payment on Month:      Date:      ) <a href="#">Payment of admission fees</a>
Admission and registration document confirmation [print]	Print the admission and registration document confirmation slip, and check to make sure that all items are included. Enclose this in an envelope with other required documents for admission.
Address [print]	
Guarantee [print]	
A copy of graduation/ completion certificate, and academic record	University, please submit it. If you were expecting to graduate from Kumamoto University undergraduate or graduate program, you do not need to submit it. If you cannot submit a copy of certificate during the admission and registration period (due to the policy of the school you were attending), you must enclose a document stating the expected date of submission. (The document can be a free format. However, it must contain information about the graduate school, program, application registration number, and your name, and it states that "Due to the policy of [name of the school] that I have graduated from/completed a program, I am unable to submit a copy of certificate at this time. I plan to submit by [month, date, year] upon obtaining a copy.") As soon as you receive a copy of certificate, please submit it. * We do not accept submission of various "expected" certificates. * To submit documents after the admission and registration period is over, you must submit to <b>Education Affairs Department in your program</b> .
[For those who graduated from a	Those who were expecting to graduate from (or to complete a program at) a technical college at the time of application, please submit it.

Please click here.

※If you plan to apply for "Admission fee exemption/payment postponement" and "Payment of admission fees" is displayed, do not make payment. Instead, click 'Return' and modify your registration under "Pay the admission fee (3/7)".

※After payment is complete, you cannot change your application to "Admission fee exemption/payment postponement" even if you click "Return".

Pay the admission fee and print the necessary documents(7/7)

\* Print this page, and check to make sure that all items are included. Enclose this with the admission and registration documents in an envelope.  
Once payment and printing are complete, be sure to press the "Register" button.

What to submit during admission procedures

Submission documents etc.	Description
Admission fee exemption/payment postponement	The content of application is "①Apply for admission fee exemption/postponement (extension of payment deadline) for graduate students, under "General" category". Please confirm. Please pay your admission fee amount within 14 days since announcement of your application result if you are not selected for exemption or payment postponement. Please pay your admission fee amount by September 30 2026 if you are approved "admission fee payment postponement (full amount/half amount extension)". Postponement of admission fee permission does not exempt

If you selected "apply for an exemption or postponement of the admission fee", instead of "Admission fee payment date", you will see a section for "Application for an exemption of admission and tuition fees". Please verify the application type shown.  
Please also submit the application documents corresponding to that number to Economic Support Office, Student Life Division, Student Affairs Department.

The following "Payment method selection" will appear. Select the desired payment method and click "Go to payment site". After that, please follow the instructions on the site to complete the payment procedure.

**Payment method selection**

Please select your payment method below.

☐ Credit card payment

☐ Paperless payment (PAYSLE, convenience store, Pay-easy, etc.)

Admission fee 282,000yen

Service usage fee

The amount of money for payment -

**Go to payment site** Close

After confirming payment of the admission fee and the details of your admission fee/tuition waiver application, please print the required documents. Print all documents that have a "Print" button.

**Pay the admission fee and print the necessary documents(7/7)**

Once you have paid the enrolment fee, you will be able to print it.  
 \* Print this page, and check to make sure that all items are included. Enclose this with the admission and registration documents in an envelope.  
 Once payment and printing are complete, be sure to press the "Register" button.

**What to submit during admission procedures**

Submission documents etc.	Description	Print
<b>Admission fee</b> About payment date	Please enter the date you paid the admission fee. (Made a payment on Month: [ ] Date: [ ]) <a href="#">Payment details</a>	<a href="#">Print</a>
<b>Admission and registration document confirmation slip</b> [print size: A4]	Print the admission and registration document confirmation slip, and check to make sure that all items are included. Enclose this in an envelop with other required documents for admission.	<a href="#">Print</a>
<b>Address label</b> [print size: A4]	Please glue the label. *Please confirm the size of the label. * The envelop must be sealed without folding.	<a href="#">Print</a>
<b>Guarantor form</b> [print size: A4]	Fill the necessary items on the form printed from the system, and make sure <b>to ask the guarantor to sign and stamp.</b> Please sign the name of the enrollee according to the family register.	<a href="#">Print</a>
<b>A copy of graduation/completion certificate, and academic record</b>	If you were expecting to graduate from (or to complete) your program at the time of application, please submit it. If you were expecting to graduate from Kumamoto University under a program at the time of application, please submit it. If you cannot submit a copy of certificate during the admission and registration period (due to the policy of the school you were attending), you must enclose a document stating the expected date of submission. (The document can be a free format. However, it must contain information about the registration number, and your name, and it states that "Due to the policy of the school, I am unable to submit a copy of certificate at this time. I plan to submit it by [month, date, year] upon obtaining a copy.") As soon as you receive a copy of certificate, please submit it. * We do not accept submission of various "expected" certificates. * To submit documents after the admission and registration period is over, you must submit to <b>Education Affairs Department in your program.</b>	<a href="#">Print</a>
<b>[For those who graduated from a technical college] A copy of degree certificate</b>	Those who were expecting to graduate from (or to complete a program at) a technical college at the time of application, please submit it. If you cannot submit a copy of certificate during the admission and registration period (due to the policy of the school you were attending), you must enclose a document stating the expected date of submission. (The document can be a free format. However, it must contain information about the registration number, and your name, and it states that "Due to the policy of the school, I am unable to submit a copy of certificate at this time. I plan to submit it by [month, date, year] upon obtaining a copy.") As soon as you receive a copy of certificate, please submit it. * We do not accept submission of various "expected" certificates. * To submit documents after the admission and registration period is over, you must submit to <b>Education Affairs Department in your program.</b>	<a href="#">Print</a>
<b>What to submit after admission</b>		
<b>Pledge concerning copyrights</b>	Print from the system, and the student must hand-write to complete the document. <b>After admission</b> , the supervising faculty must verify and sign, and the student must submit it to <b>the Education Affairs Department of your program.</b>	<a href="#">Print</a>

\* There are other documents to submit at the time of registration and after admission. Please refer to the Guidebook to Program Admission and enclosed documents to confirm and submit them.

☐ I read and confirmed required documents.

[Return](#) [Registration](#)

**Callout boxes:**

- Please print 2 copies of this document list, one to enclose in your submission document, one to keep for your reference.
- Address label in monochrome is fine if you cannot print in colors.
- The "Filling in Instructions" will be printed along with the "Letter of Guarantee". Please check it carefully when filling the form.
- After admission, please submit the form signed by your supervisor to Academic Affairs Office in your program.



Necessary documents displayed on below windows differs by student. Please print out all documents that have a “Print” icon on the right-corner. Print your required documents and check “I read and confirm required documents”, then click “Registration”.

Once you click the “Registration” button, you will not be able to update your information. However, you can log in to check its content and print necessary documents any time within the predetermined application period. If you forgot to print it or lost the printed document, please print it again.

All printed documents should be enclosed together with your other required documents to send by post mail.

Pay the admission fee and print the necessary documents(7/7)

Once you have paid the enrolment fee, you will be able to print it.  
 \* Print this page, and check to make sure that all items are included. Enclose this with the admission and registration documents in an envelope.  
 Once payment and printing are complete, be sure to press the “Register” button.

What to submit during admission procedures

Submission documents etc.	Description	
Admission fee About payment date	Please enter the date you paid the admission fee. (Made a payment on Month: [ ] Date: [ ]) <a href="#">Payment of admission fees</a>	<a href="#">Print</a>
Admission and registration document confirmation slip [print size: A4]	Print the admission and registration document confirmation slip, and check to make sure that all items are included. Enclose this in an envelope with other required documents for admission.	<a href="#">Print</a>
Address label [print size: A4]	Please glue the printed sheet from the system on the front of the envelope. *Please confirm that the printed content has no errors. * The envelop must be the <b>standard Kakugata No. 2 (240 x 332mm; A4 size documents should fit without folding).</b>	<a href="#">Print</a>
Guarantor form [print size: A4]	Fill the necessary items on the form printed from the system, and make sure to <b>ask the guarantor to sign and stamp.</b> * Please sign the name of the enrollee according to the family register.	<a href="#">Print</a>
A copy of graduation/ completion certificate, and academic record	If you were expecting to graduate from (or to complete) your program at the time of application for a program at the University, please submit it. If you were expecting to graduate from Kumamoto University undergraduate or graduate program, you do not need to submit it. If you cannot submit a copy of certificate during the admission and registration period (due to the policy of the school you were attending), you must enclose a document stating the expected date of submission. (The document can be a free format. However, it must contain information about the graduate school, program, application registration number, and your name, and it states that “Due to the policy of [name of the school] that I have graduated from/completed a program, I am unable to submit a copy of certificate at this time. I plan to submit by [month, date, year] upon obtaining a copy.”) As soon as you receive a copy of certificate, please submit it. * We do not accept submission of various “expected” certificates. * To submit documents after the admission and registration period is over, you must submit to <b>Education Affairs Department in your program.</b>	
[For those who graduated from a technical college] A copy of degree certificate	Those who were expecting to graduate from (or to complete a program at) a technical college at the time of application, please submit it. If you cannot submit a copy of certificate during the admission and registration period (due to the policy of the school you were attending), you must enclose a document stating the expected date of submission. (The document can be a free format. However, it must contain information about the graduate school, program, application registration number, and your name, and it states that “Due to the policy of [name of the school] that I have graduated from/completed a program, I am unable to submit a copy of certificate at this time. I plan to submit by [month, date, year] upon obtaining a copy.”) As soon as you receive a copy of certificate, please submit it. * We do not accept submission of various “expected” certificates. * To submit documents after the admission and registration period is over, you must submit to <b>Education Affairs Department in your program.</b>	

There are other documents to submit at the time of registration and after admission. Please Admission and enclosed documents to confirm and submit them.

☒ I read and confirmed required documents.

[Return](#) [Registration](#)

Please check the box.

Clicking the “Registration” button completes your enrollment registration in the system.

If you see the screen below, your registration is completed. A confirmation email will be sent from the address nyushi@jimu.kumamoto-u.ac.jp.

The Internet registration is completed

**Registering admission and registration information is completed.**

\* The Internet registration completion email has been sent to [redacted]  
 Please send the necessary documents within the admission procedure period (they must arrive by 5:00 PM on the closing date).

For inquiries, please contact an appropriate department as listed in the Guidebook to Program Admission.

[Return to the top](#)

Registering admission and registration information is completed.  
Please send necessary documents (must be received by 17:00 on deadline date)

Please direct inquiries to the respective departments listed in the "Admission Guidebook."

Online Admission System URL

<https://admission.kumamoto-u.ac.jp/nyugaku/>

Admission guidebook page URL

<https://www.kumamoto-u.ac.jp/nyuushi/whatnew/oshirase/admission-kumamoto.u>

### <<10. Completion of Admission Procedure Registration>>

Once you have completed registration for the online admission system, the following screen will appear.

The admission and registration is completed when you also complete paying the admission fee and mailing the required documents altogether.

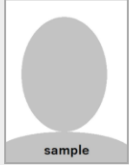
You cannot change your information on the system once online admission is completed. You can change it later after admission if necessary.

Registering admission and registration information is completed

Personal information	
name	
Furigana	
Romaji notation	
A landline phone number	
A cellphone number	
email address	
Postal code	
Address	
Apartment etc.	
Nationality	
Registered permanent address	

Emergency contact information	
name	
Relationship	
A landline phone number	
A cellphone number	
email address	
Postal code	
Address	
Apartment etc.	

An admission fee payment	
An admission fee payment	Credit card payment/paperless payment (PAYSL, convenience store, Pay-easy, etc.) payment

Student ID photo	
Student ID photo	

Pledge	
The date of agreement	

For inquiries, please contact an appropriate department as listed in the Guidebook to Program Admission.

## <<11. Completion of Admission Procedure>>

After registering for online admission procedures, we will verify that the mailed enrollment documents have arrived at our university and that there are no errors in the documents. After your documents are verified and all enrollment procedures are completed, the online admission system login screen will display the message: "The required documents have been confirmed by Kumamoto University and the enrollment procedures have been successfully completed."

**\* Please note that the following screen will not appear immediately after the documents arrive at our university.**

**Please use tracking system on postal website to check if your document has arrived or not as we do not answer such inquiries by phone or e-mail.**

Registering admission and registration information is completed		
<u>The required documents have been confirmed by Kumamoto University and the enrollment procedures have been successfully completed.</u>		
Personal information		
name		
Furigana		
Romaji notation		
A landline phone number		
A cellphone number		
email address		
Postal code		
Address		
Apartment etc.		

## 5-1. B. Admission fee payment

### 1) Admission fee

Graduate schools      **282,000 yen**

- \* Please pay before sending out the required documents for admission.
- \* Select an option on the Online Admission System; either to make a payment using “Credit card payment/paperless payment (PAYSLE, convenience store, Pay-easy, etc.) payment” or to apply for an exemption or postponement of the admission fee.  
**Those who selected to apply for an exemption or postponement, do not pay the admission fee. Once it is paid, it is not refundable.**

### 2) Payment method

Credit card payment/paperless payment (PAYSLE, convenience store, Pay-easy, etc.) payment  
(Please refer to page 10):

- \* You must write the date you paid on the slip to send it with other documents, thus, make sure to pay before mailing the required documents for admission.

Student Classification	Breakdown	Amount
Graduate School	Admission fee	¥282,000
	Handling fee	Depends on the payment method.

### 3) For successful applicants of the higher education screening test

**If you are a successful applicant of the higher education screening test, graduate from Kumamoto University's Master Course, attending Doctoral Courses, you do not have to pay the admission fee. Therefore, do not transmit your admission fee.** Also, the window for admission fee payment will not be shown when doing online admission procedures. **And there's no need to apply for admission fee exemption, either.**

For those who wish to apply for tuition fee exemption, please see page 20 and visit Kumamoto University's homepage for details.

Information on applying for tuition fee exemption is also available in the “Application Guidebook for Admission Fee Exemption / Postponement and Tuition Fee Exemption” on this page.

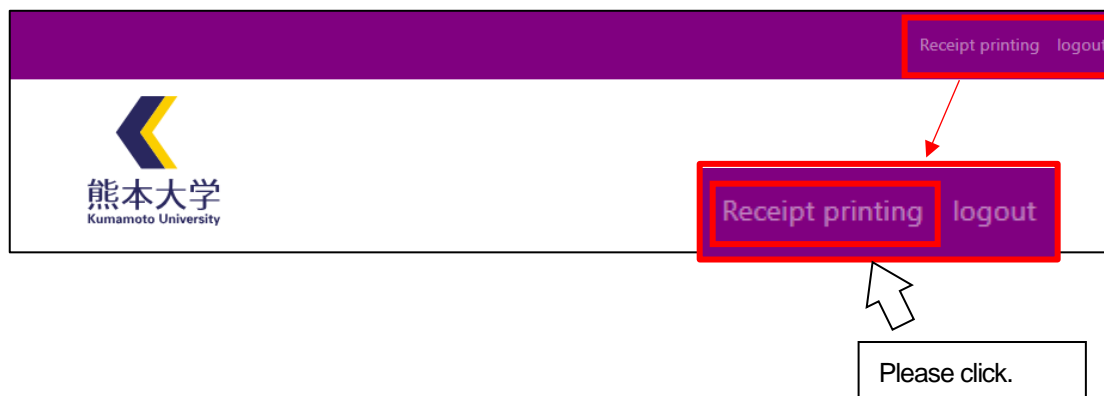
University homepage > About Kumamoto University > Publication of Educational Information > 8.Information regarding payments by Students > 4.[ Admission Fee Exemption and Deferment ]

Once finished with payment, please check page 23.

#### 4) How to Obtain an Admission Fee Receipt

If you need a receipt, you can print it out from the Online Admission System.

Please note that “Receipt printing” will appear only for those who have completed payment of the admission fee. The “Receipt printing” will not appear for those who have not paid the admission fee, or have chosen “Admission fee exemption/payment postponement”.



領 収 証 書	
〇〇 〇〇 様	発行年月日: [REDACTED]
受験番号:	適格請求書発行事業者登録番号 T2-3300-0500-2106
納付金額	¥282,000-
( 内消費税額	0 円)
( 非課税対象額	282,000 円)
入学料として、上記のとおり受領しました。	
領収日:	[REDACTED]
〒860-8555 熊本県熊本市中央区黒髪2丁目39番1号 国立大学法人熊本大学 出納役	

## 5-2. Admission fee exemption/payment postponement & Tuition fee exemption (year round)

### 1) Admission fee exemption/payment postponement & Tuition fee exemption

This is a system of admission fee exemption, deferral of payment, and tuition fee exemption administered independently by Kumamoto University for students who are recognized as academically outstanding but face financial hardship in paying admission fees and tuition, or for those facing financial hardship in paying admission fees and tuition due to special circumstances.

#### ○ Admission fee exemption

Applicants meeting any of the following criteria will be selected based on their application and granted a full or partial waiver of the admission fee.

1. This applies to students who have difficulty in making an admission fee payment due to financial reasons, while obtaining an outstanding academic performance.
2. This applies to students whose Academic Expense Supporter passed away, or the Academic Expense Supporter or student himself, or both have suffered damages by wind, water and so on which caused difficulty in making an admission fee payment within a year prior to admission.
3. This applies to students whose Academic Expense Supporter must live in areas applicable for the Disaster Relief Act in Japan, have a certificate of damage issued by an authorized public agency with a level of damage meeting either “totally damaged”, “damaged in large scale”, or “half-damaged or inundation above floor level”, or the Academic Expense Supporter dies or is missing because of natural disaster in Japan.

#### ○ Applying for exemption or payment postponement

If payment of the admission fee at the time of enrollment is difficult, we will conduct a review based on the applicant's request and defer collection of the admission fee.

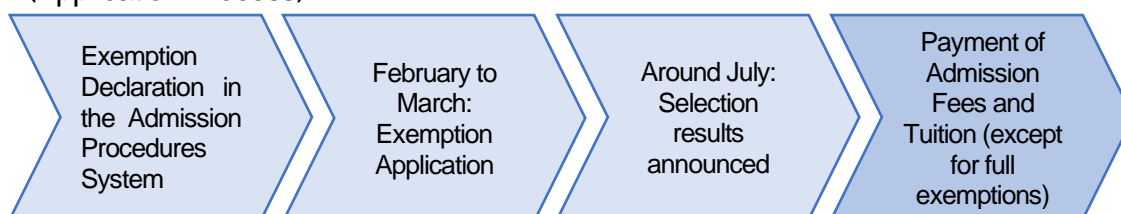
\*The admission fee will not be waived.

#### ○ Tuition fee exemption

For individuals who meet any of the following criteria, we will conduct a selection process based on their application and grant a full or half tuition waiver.

1. This applies to students who have difficulty in making tuition fee payments due to financial reasons, while obtaining an outstanding academic performance.
2. This applies to students whose Academic Expense Supporter passed away, or the Academic Expense Supporter or student himself, or both have suffered damages by wind, water and so on which caused difficulty in making tuition fee payment within a year prior to admission.  
\* Expense Supporter means the student and their spouse.
3. This applies to students whose Academic Expense Supporter must live in areas applicable for the Disaster Relief Act in Japan, have a certificate of damage issued by an authorized public agency with a level of damage meeting either “totally damaged”, “damaged in large scale”, or “half-damaged or inundation above floor level”, or the Academic Expense Supporter dies or is missing because of natural disaster in Japan. (application must be within 1 year of the occurrence of the natural disaster)

### 〈Application Process〉



#### ※Important

Those who fail to pay the admission fee and tuition by the deadline set by Kumamoto University after the announcement of selection results will be expelled from the university in accordance with the university regulations.

## 2) How to apply (Admission fee exemption/payment postponement)

Applications are accepted only during the enrollment process. Applicants should select one of the applicable numbers (⑤—⑥) below via the “Online Enrollment System” without paying the enrollment fee. (See p.11 for reference)

Afterward, please complete both the initial application (online application) and the secondary application (document submission) by the deadline via the “Tuition Fee Exemption/Deferral” section on the university website using the “Tuition Fee Exemption Application System.”

\* Kumamoto University Website > About Kumamoto University > Publication of Educational Information> 8. Information regarding Payments by Students > 4. [ Admission Fee Exemption and Deferment ]

Application Step 1: access the application system and complete your system entry within the period outlined below

Application Step 2: Print out your application forms and send to Kumamoto University along with other necessary documents for exemption. You should use Letter Pack Light (trackable mailing method), and the envelop should clearly mention your examination ID number and your enrolling faculty/graduate school. Please also write down “document for Tuition fee exemption” in the mailing content.

## 3) How to apply (Tuition fee exemption)

\* Kumamoto University Website > About Kumamoto University > Publication of Educational Information> 8. Information regarding Payments by Students> 4. [ Admission Fee Exemption and Deferment ]

\* Information on applying for tuition fee exemption is also available in the “Application Guidebook for Admission Fee Exemption / Postponement and Tuition Fee Exemption” on this page.

Application Step 1: access the application system and complete your system entry within the period outlined below

Application Step 2: Print out your application forms and send to Kumamoto University along with other necessary documents for exemption. You should use Letter Pack Light (trackable mailing method), and the envelop should clearly mention your examination ID number and your enrolling faculty/graduate school. Please also write down “document for Tuition fee exemption” in the mailing content.

### 〈When applying only for tuition exemption under the university's own system〉

From the “Admission Fee Exemption/Deferral” section on the Kumamoto University website, use the “Admission Fee/Tuition Exemption Application System” to complete both the initial application (online application) and the secondary application (document submission) by the deadline.

#### 4) Caution

- Those who have applied for admission fee exemption/deferral or tuition fee exemption will have payment deferred until the selection results are announced. Therefore, please do not make payment.
- Applications for exemption or postponement of the admission fee and tuition fee exemption are accepted at the same time during the same period. If you are applying for both, common forms and certificates are used for both admission and tuition fee exemption applications.
- During the period of accepting applications, if you are unable to apply due to a special circumstance (hospitalized, natural disaster, etc), please contact the University by email (gag-jumen@jimu.kumamoto-u.ac.jp) to notify in advance.
- Please note that if you pay the admission fee or tuition before the selection results are announced, it cannot be refunded.
- If you have already applied for exemption of admission or tuition fees in the registration system by selecting the applicable number (⑤–⑥), then decided to withdraw from enrolling, please contact Admission Division and complete the withdrawal procedure by following deadline: by 17:00 of March 31, 2026 for April admission students, and by 17:00 of September 30, 2026 for October admission students. You must also contact Economic Support Office, Student Life Division by email (gag-jumen@jimu.kumamoto-u.ac.jp).

[ Inquiries about Tuition fee exemption]  
Economic Support Office, Student Life Division, Student Affairs Department,  
Kumamoto University (Kurokami North Campus)  
TEL: 096-342-2151 Fax: 096-345-5583  
E-mail: gag-jumen@jimu.kumamoto-u.ac.jp  
Hours: Weekdays 8:30 – 17:15 (closed on weekends and holidays)



## 6. C. Admission application submission via post

### 1) Submission method

Use a standard **Kakugata No. 2** envelope (240 x 332mm; A4 size documents should fit without folding) and glue the address label on the front of the envelope (the recipient-address side). The address label should be printed after completing the Internet registration. Use the admission and registration document confirmation slip you printed from the system to add check marks for the documents you enclosed in the envelope to make sure no documents are missing. After checking all the documents, send by “**express simplified registered mail**” (kani kakitome sokutatsu) or EMS, DHL, and so on.

**If application documents arrive before the application period, they will still be accepted, but they will be opened and checked during the application period only.**

### 2) Printed documents from the Online Admission System

Submission documents etc.	Description
<b>Admission and registration document confirmation slip</b> [print size: A4]	Use the printed slip to check submission documents, then enclose it.
<b>Address label</b> [print size: A4]	Glue the printed sheet on the envelop to send. * Confirm if printed content has no errors. * Prepare a <b>standard Kakugata No2. envelop (240 x 332mm; A4 size documents should fit without folding).</b>
<b>Guarantor form</b> [print size: A4]	Fill in the form, and make sure to ask your guarantor to sign with hand writing and stamp it. * Please write your name as same as in registered authorized documents such as family registration (koseki). * The guarantor holds joint and several liability for his guarantee student in accuracy of personal information, payment of tuition fee and liability such as compensation for damages his guarantee student caused to University's facilities, equipment whether intentionally or not. The maximum amount that the guarantor is liable to pay in compensation for damages is 850,000 yen.

### 3) Documents that need to be submitted (by mail)

\*Documents not printed from the Online Admission System

<b>Certificate of Graduation (completion)</b>  <b>Academic record</b>	<p>Please submit this only if you are a prospective graduate at the time of application.</p> <p>* Those who are expected to graduate from an undergraduate course or graduate school of Kumamoto University are not required to submit this form.</p> <p>If you are unable to submit this form within the admission procedure period (generally due to circumstances of the school you graduated from, etc.), please enclose a document state your planned submission date. Any statement form is ok as long as following information is mentioned.</p> <ul style="list-style-type: none"> <li>•Enrolling Graduate school/Course/Examination number/Your name</li> <li>•"I can not submit my certificate of graduation from XXXX high school/ university due to the issuance matter of XXXX high school/ university. After the certificate is issued, I we plan to submit it by XX month, XX, 202X."</li> </ul>
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<b>degree certificate</b> <b>[For those who graduated from a technical college]</b>	<p>Those who were expecting to graduate from (or to complete a program at) a technical college at the time of application, please submit it.</p> <p>If you are unable to submit this form within the admission procedure period (generally due to circumstances of the school you graduated from, etc.), please enclose a document state your planned submission date. Any statement form is ok as long as following information is mentioned.</p> <ul style="list-style-type: none"> <li>· Enrolling Graduate school/Course/Examination number/Your name</li> <li>· "I can not submit my certificate of graduation from XXXX high school/ university due to the issuance matter of XXXX high school/ university. After the certificate is issued, I we plan to submit it by XX month, XX, 202X."</li> </ul>
--	--

## 7. List of documents to submit to <Academic Affairs Office in your program>after admission

After admission, please submit the following documents to the Academic Affairs Office of your program.

Submission documents etc.	Description
<b>Tuition fee transfer bank account registration</b>	Please register your transfer deposit account online on your smartphone. For details on the registration process, please refer to page 30: "How to register for online bank transfer of tuition fees" and "Online Direct Debit service User Guide"
<b>Certificate of Graduation (completion) Academic record</b>	For those who were expected to graduate (or complete) at the time of application, but could not submit the documents during the admission procedure period, please submit them to Academic Affairs Department in your program.
<b>Pledge concerning copyrights</b>	Print pledge form from the Online Admission System, fill in with your hand writing and submit the form which had been checked and signed by your supervisor.

\* Other additional documents may be requested by each graduate school.

### [For International students]

In addition to application documents described above, international students must submit the following documents to the Academic Affairs Office of your program. Instructions on how to submit the application will be provided after admission.

Submission documents etc.	Description
<b>A photocopy of your residence card (both sides)</b>	International Student must hold "student" visa status.
<b>A copy of your passport</b>	1) The page showing your ID photo, name, and passport number. 2) The page showing your visa status

## II. Important notes

- ① Required documents for admission must be sent by “express simplified registered mail” and must arrive by 17:00 of the last day of the admission and registration period. Please be warned that for any reason whatsoever, you are not permitted to register after the admission and registration period is over.
- ② If you do not complete the prescribed procedure during the admission and registration period, you will be considered as declining the offer of admission.  
The University may contact you by phone or other means if clarify if needed.  
If you are declining offer of admission, please see “III. Withdrawal” to carry out necessary procedure.
- ③ If the submitted documents are incomplete or incorrect, we cannot accept them.
- ④ Once submitted, documents are not returnable. Also, any change of registration information is not allowed.
- ⑤ If deceitful or fabricated content is found in the submitted documents, your admission may be revoked.

## III. Withdrawal

### 1. Withdrawal of Admission During the Admission Period

If you do not wish to enroll in Kumamoto University, please kindly use the Online Admission System to decline offer of admission, or sign “A letter of declining offer of admission” (Posted on the website) and send it to Admissions Division by fax or e-mail, Student Affairs Department by the last day of the registration period. (Please refer to page 8 for login to the system.)

The flowchart illustrates the process of declining an offer of admission through the online system. It consists of three main steps:

- Step 1: Password Confirmation**  
A password for admission and registration will be sent to the provided email address. The user is prompted to provide their usual email address and configure it to allow emails from "@jimu.kumamoto-u.ac.jp". A red circle highlights the "Decline admission" button.
- Step 2: Confirmation and Signature**  
The user is asked to confirm their decision to decline the offer of admission. The screen displays the university name (熊本大学長 殿), student ID, and name. The user must provide reasons for declining and sign the form. A red circle highlights the "Decline" button.
- Step 3: Completion**  
The process is completed, and the user is notified that declining an offer is completed. A button to "Return to the login screen" is provided.

## 2. Withdrawal of Admission After the Admission Period

**If you decide to decline offer of admission after completing the registration for admission**, please immediately call Admissions Division, Student Affairs Department, also send “A letter of declining offer of admission” by fax or e-mail. Declination deadline is **by 17:00 of March 31, 2026** for April-admission students, and **by 17:00 of September 30, 2026** for October-admission students.

**However, your paid admission fee will not be returned.**

**If you have completed the prescribed procedure for admission then decide do decline thereafter without any notice or without carrying out necessary procedure for declining, by the due date**, you are obligated to pay the tuition fee as of **April 1, 2026** for April admission, and **October 1, 2026** for October admission.

**In the case that you become not eligible graduate from (complete) your previous program after completing the registration**, immediately call Admissions Division, Student Affairs Department.

### **[Inquiries about declining an offer of admission]**

Admissions Division, Student Affairs Department, Kumamoto University

TEL: 096-342-2146 FAX: 096-345-1954

E-mail: nyushi@jimu.kumamoto-u.ac.jp

Hours: Weekdays 8:30 – 17:15 (closed on weekends and holidays)

## IV. Preparation

\* Be note that this information is as of October 2025. Please check University website and homepages of your graduate school for updates.

### 1. Entrance ceremony and orientation for new students

Only for those starting in April, 2026

Date	Event	Time	Graduate Schools	Location
Sat. Apr 4	<b>Entrance ceremony and orientation</b>	10:00 ~ 11:30	For all new students	Kumamoto Prefectural Theater (Please refer to the next page for access information) * Please arrive at the venue by 9:40
	<b>Graduate school specific entrance ceremony and orientation</b>	13:30 ~	Graduate School of Social and Cultural Sciences (Excluding Instructional Systems)	Kurokami North N1(Faculty of Letters, Faculty of Law Main Building) B-3 Lecture Room
		13:30 ~	Graduate School of Education	Lecture Room 2-B, Faculty of Education Building
		14:00 ~	Graduate School of Science and Technology	Faculty of Engineering 100th Anniversary Hall
		12:30 ~	Graduate School of Medical Sciences	Honjo North 2 (Medical Education & Library Building) Lecture Room 2
		15:00 ~	Graduate School of Health Sciences	Honjo South 1 (School of Health Sciences Building) A202 Lecture Room
		—	Graduate School of Pharmaceutical Sciences	No orientation
Not decided yet	<b>Graduate school specific entrance ceremony and orientation</b>	To be announced later	Graduate School of Social and Cultural Sciences (Instructional Systems)	To be announced later

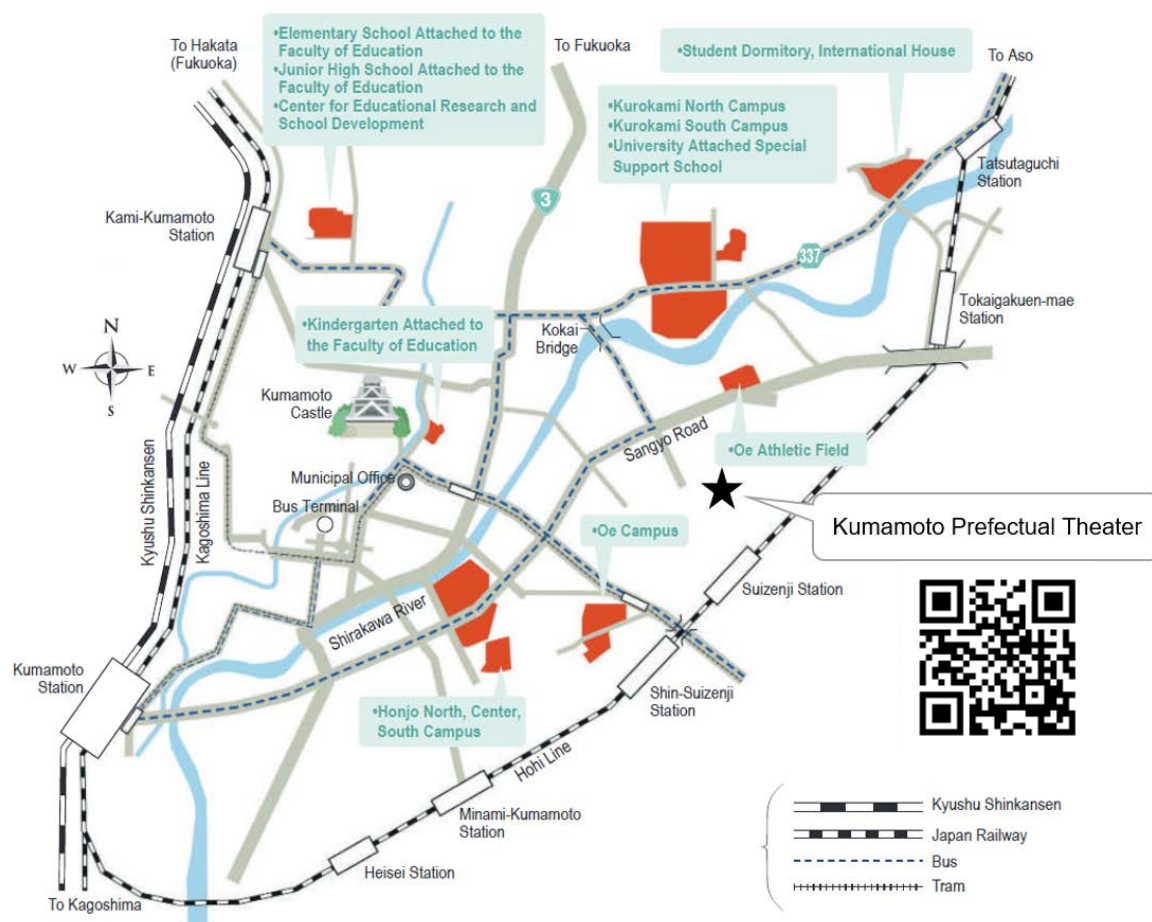
Only for those starting in October, 2026

Date	Event	Time	Graduate Schools	Location
Thu. Oct 1	<b>Entrance ceremony and orientation</b>	10:00 ~ 11:30	For all new students	Faculty of Engineering 100th Anniversary Hall * Please arrive at the ceremony by 9:40
	<b>Graduate school specific entrance ceremony and orientation</b>	13:00 ~	Graduate School of Medical Sciences	Honjo North 2 (Medical Education & Library Building) Lecture Room 2
		—	Graduate School of Pharmaceutical Sciences	No orientation
Not decided yet	Graduate school specific entrance ceremony and orientation	Not decided yet	Graduate School of Science and Technology	Be announced on the website of graduate school of Science and Technology

[ Notes ]

- 1) Please arrive at the entrance ceremony venue by 9:40.
- 2) Due to the shortage of seats, accompanying family members or friends cannot enter inside the ceremony hall.
- 3) If you cannot attend the orientation due to an unavoidable circumstance, please submit a letter of absence (no specific format) to the Academic Affairs Office of your program.

## 2. Location map of Kumamoto University and Kumamoto Prefectural Theater



○Kumamoto Prefectural Theater (Transportation access page)  
<http://www.kengeki.or.jp/access/>

○Kumamoto University (Access and Campus Maps)  
<https://ewww.kumamoto-u.ac.jp/en/about/access/>

### [ Reference ]

- Access to Kumamoto Prefectural Theatre (Oe 2-7-1, Chuo-ku, Kumamoto-shi)  
 It is approximately 2.2km away from Kurokami campus, 2km away from Honjo campus, and 1.5km away from Oe campus.
- Access to Kumamoto Prefectural Theater
  - 【JR】・ Approx. 15 minutes walk from the“Suizenji”station.
  - 【BUS】・ Short walk from“Kenritsu Gekijō Mae” stop.
    - ・ Approx. 10 minutes walk from the“Oetoroku”stop.
    - ・ Approx. 20 minutes walk from the“Misotenjin Mae”stop.

# V. University life

## 1. Tuition fee

Income Team, Financial Affairs Division  
E-mail : zak-syunyu@jimu.kumamoto-u.ac.jp

### A) Tuition payments and bank account transfer

- 1) In principle, the University tuition payments are made using a bank transfer.  
Please register your transfer deposit account online on your smartphone.  
For details on the registration process, please refer to the following pages:  
“How to register for online bank transfer of tuition fees” and “Online Direct Debit service User Guide”
- 2) Tuition fees will be debited from your account on April 27th for the first semester and October 27th for the second semester. (If the payment falls on a bank holiday, the payment will be debited on the next business day.)  
However, for students who enroll in April, the first bank transfer after your admission will be on May 27, 2026 due to the processing time. (Please verify the date of payment withdrawal from your account on the bulletin board at each graduate school or the University website.)  
Please note that for applicants for tuition exemption, bank account transfers will not be processed until the exemption decision is finalized.
- 3) You do not need to pay the tuition at the time of admission and registration.

### B) The amount of tuition payments

In the academic year 2025, the first semester payment is 267,900 yen, and the second semester payment is 267,900 yen. However, if tuition fee amendment takes place at the time of admission or during your admission at the University, new tuition fee payments will be applied.

Fee type	Total amount	Payment due
Graduate Schools	Admission fee: 282,000 yen	At the time of admission and registration
	Tuition fee: 535,800 yen	April (first semester payment 267,900 yen) October (second semester payment 267,900 yen)

## How to register for online bank transfer of tuition fees

In order to prevent accidents associated with handling cash, we ask that tuition fees be paid by automatic debit from a bank account (direct debit).

Therefore, please follow the procedure in the attached "Guide to Using the Online Direct Debit Reception Service" to register your transfer deposit account online on your smartphone. After entering the necessary information on our university's registration homepage, you will be transferred to the financial institution's website to register your account information and other necessary information. The process can be completed online only, and there is no need to visit the financial institution's counter.

**Students enrolling in April must complete the registration procedure by Monday, May 11, 2026, and students enrolling in October must complete the registration procedure by Tuesday, October 13, 2026.**

P.S.

If you are unable to register by the above deadlines, please register by Tuesday, June 30, 2026 for students enrolled in April, or by Monday, November 30, 2026 for students enrolled in October, and we will transfer the payment (withdrawal) on the backup dates (July 13, December 14).

### [Online procedure for registering direct debit]

#### 1. Information required for registration

- ① Examination number (5 digits, or 1 letter + 4 digits)
- ② Name of the faculty and name of the student
- ③ Information related to identity verification by financial institutions

(Cash card PIN, telephone number registered with the financial institution, account holder's date of birth, final balance in bankbook, etc. Varies depending on financial institution.)

\* The PIN and other information required here must be entered because the financial institution needs to verify that the person registered is really the account holder. However, this information is only used on the financial institution's website and will not be sent to our university.

#### 2. Available financial institutions and information required for identity verification

You can use ordinary savings accounts at financial institutions nationwide. However, there are some financial institutions that cannot be used, so please check in advance using the QR code on the right or the URL below. Also, please note that the information required for identity verification differs depending on the financial institution, so please check that as well.

URL : <https://www.muf.bk.mufg.jp/collect/net/bank/> (Mitsubishi UFJ Factoring Co., Ltd. website)

Please note that if your desired financial institution is not available, you will need to choose another available financial institution or make payment using a transfer slip sent to you by the university.



#### 3. Go to the account information registration screen

To complete the procedure, please access the QR code on the right or the URL below, enter your mobile phone number and the special code "44458" and proceed to the procedure.

( URL : [https://www.kumamoto-u.ac.jp/daigakuseikatsu/nyugaku\\_zyugyou/nonyu](https://www.kumamoto-u.ac.jp/daigakuseikatsu/nyugaku_zyugyou/nonyu) )

You can also access the website from the top of the Kumamoto University homepage:

"University Life" > "Admission Fees, Tuition, Scholarships, etc." > "Payment of Tuition Fees" > "

3. Payment Method: Direct Debit, Cash Payment at the Revenue Office, etc. " It is possible.





#### 4. Other

Registration is generally online, but if you are unable to register online for unavoidable reasons, you can also apply for registration by paper. If you wish to apply for registration on paper, we will mail you a "Deposit Account Transfer Request Form", so please contact us at the email address at the end of the contact form with the necessary information (mailing address, examination number, enrolled faculty, and enrolled student name).

Please note that if you apply for registration by paper, a bank seal is required. Also, please note that as the procedure takes time, there is a possibility that the payment will be debited from your account on a backup date.

#### **[About direct debit of tuition fees]**

##### 1. Account transfer date

First semester:

April 27th (first class for new students is May 27th) / reserve days: May 27th and July 12th

Second period:

October 27th / reserve day December 12th

- If the financial institution is closed on a bank holiday, the payment will be made on the next business day.
- Please make a deposit by the previous business day so that the balance in your account is equal to or exceeds the amount of the tuition fee.
- No withdrawals will be made while the tuition exemption application is in progress.

\* The first withdrawal for first-year students will be on May 27th (or the next business day if that is a bank holiday).

\* If you are an undergraduate student transferring to a graduate student at this university, you will also need to register again.

##### 2. Tuition exemption application

If you are applying for a tuition fee exemption, you will also need to complete the bank transfer procedure.

For those who have applied for and been accepted for tuition exemption, payment will not be transferred to their account until a decision is made. If, as a result of the selection process, you are granted partial exemption or are not approved, you will be notified separately about payment, such as by direct debit or payment by payment slip.

##### 3. Regarding leave of absence, withdrawal, etc.

If you are planning to take a leave of absence or withdraw from school, you will need to go through procedures such as suspending direct debits from your account, so please consult with the academic affairs office of your faculty as soon as possible.

##### 4. Notification of tuition fees, etc.

At our university, tuition fees and payment deadlines are posted on our website.

Please check the details on the Kumamoto University homepage under "University Life" > "Admission fees, tuition fees, scholarships, etc." > "Payment of tuition fees."

The first half will be posted in early April, and the second half in early October.

##### 5. Handling of personal information

Registration for tuition fee deposit account transfer will be used for tuition fee account transfer. Except as provided for in Article 9 of the "Act on the Protection of Personal Information Held by Independent Administrative Agencies, etc.", the information will not be used for any other purpose or provided to a third party without the individual's consent.

Contact: Finance Department, Financial Affairs Division, Revenue Section  
E-mail: zak-syunyu@jimu.kumamoto-u.ac.jp  
TEL:096-342-3176

## ネット口座振替受付サービス

### ご利用案内

Online Direct Debit service  
User Guide



下記のURL または、二次元コードからアクセス頂き、手続きを行ってください。

Please access the URL or QR code on the right and complete the procedure.

スマホからアクセス

Access from your smartphone



[https://muf-webkoufuri.net/plus/MUFGWCN080190Action\\_dolnit.action?Yz00NDQ1OA%3D%3D](https://muf-webkoufuri.net/plus/MUFGWCN080190Action_dolnit.action?Yz00NDQ1OA%3D%3D)

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### ご注意事項 Important points

・画面操作に当たっては、ブラウザの戻る、進む、再読み込みボタンは使用しないでください。  
必ず画面内のボタンを使用してください。

When operating the screen, please do not use the browser's back, forward, or reload buttons.  
Be sure to use the on-screen buttons.



## 1. 電話番号入力及び確認 Phone number input and confirmation

- ◆まず、ご自身の携帯電話番号に、口座振替手続き用のリンク付SMS（ショートメッセージ）を送ります。  
First, an SMS (short message) with a link to complete the direct debit procedure will be sent to your mobile phone number.
- ①にご自身の携帯電話番号を、②には本学よりお伝えしている専用コード“44458”をご入力下さい。  
Please enter your mobile phone number in ① and the exclusive code “44458” provided by our school in ②.
- 携帯電話番号、専用コードが間違っていないか確認頂き、③「確認」を押してください。  
Please check that your mobile phone number and dedicated code are correct, and press ③ “Confirm”.
- 次の画面でご入力頂いた内容が記載されておりますので、問題なければ④「SMS送信」を押してください。  
The information you entered on the next screen will be listed, so if there is no problem, please press ④ “Send SMS”.
- ⑤SMS送信受付完了画面が表示されます。  
⑤The SMS sending completion screen will be displayed.

①ご自身の携帯番号を間違いなくご入力下さい。

Please enter your mobile phone number correctly.

②本学からお伝えしている専用コード“44458”をご入力下さい。  
Our school tells you Please enter the dedicated code “44458”.

④入力した携帯番号が掲載されますので間違っていないか確認のうえ、④を押下下さい。

The mobile phone number you entered will be displayed, so please check that it is correct and then press ④.

\* 口座登録用のリンク付SMSを受信する際の表示番号

The number displayed when receiving an SMS with a link for account registration.

NTTドコモ (KDDI)	05053584760
楽天モバイル (楽天回線)	
ソフトバンク	242143

\*MVNO(格安スマホ等)の場合は、当該携帯会社が通信回線を借りている会社の番号となります。

In the case of MVNO (low-cost smartphones, etc.), the number will be the number of the company from which the mobile phone company rents its communication lines.

\*MVNO・・・仮想移動体通信事業者 (Mobile Virtual Network Operator) の略

⇒携帯電話などの無線通信インフラ (ケータイやスマホに電波を送るための基盤のこと) を他社から借り受けてサービスを提供する事業者  
Operators that provide services by leasing wireless communication infrastructure (the infrastructure for transmitting radio waves to mobile phones and smartphones) from other companies, such as mobile phones.

## 2. 注意事項確認 Check the precautions

### <※ 1. でSMS送信後、SMS文中のリンクを開いて下さい>

\*After sending the SMS in step 1, please open the link in the SMS text.

- ◆【個人情報のお取り扱い】【注意事項】をご確認いただき、①・②それぞれについて「同意する」にチェックを入れた上で  
③「次へ」を押してください。

Please check the [Personal Information Protection Policy] and [precautions], check “I agree” for each of ① and ②, and then click ③ “Next”.

「個人情報のお取り扱いについて」・「注意事項」は必ずお読みください。  
口座名義人ご本人が必ず手続してください。  
Please be sure to read [the personal information protection policy] and [precautions].  
The account holder must complete the procedure themselves.





### 3. 基本情報入力 Basic information input

◆こちらの画面は、お客様の基本情報を入力する画面です。This screen is for entering basic customer information.

①～⑥を入力し、⑦「次へ」を押してください。Please enter ① to ⑥ and press ⑦ "Next".

**1 申込者氏名【必須】**

口部 太郎

**2**

**3 申込者生年月日【必須】**

2002年 1月 8日

**4 受験番号【必須】**

12345

**5 学部又は学類名【必須】**

文学部

**6 学生氏名【必須】**

口部 一郎

**7**

次へ

戻る

④受験番号は数字5桁、もしくは英字1字+数字4桁です。在学生は受験番号の代わりに学生番号を入力ください。  
The examination number is a five-digit number or one letter and four numbers. For current students, please enter your student number instead of your examination number.

①～③引落口座として登録したい口座の名義人の方の氏名・生年月日をご入力下さい。  
①～③ Please enter the name and date of birth of the account holder you wish to register for direct debit.

※口座名義人は、保護者・学生本人・保証人・親族に限らせていただきます。  
Account holders are limited to parents, student himself, guarantors, and relatives.

### 4. 入力内容確認 Check input details

◆ご記入頂いた内容に誤りがないか確認し「金融機関選択へ」をクリックして下さい。

①に「基本情報」で入力した画面が掲載されます。内容について問題なければ、②「金融機関選択へ」を押してください。

The screen you entered in "Basic Information" will be displayed in ①.

If there are no problems with the content, press ② "Select Financial Institution."

**1**

**2 申込者氏名【必須】**

口部 太郎

**3 申込者氏名(カナ)【必須】**

コウベリ タロウ

**4 申込者生年月日【必須】**

2002年01月08日

**5 受験番号【必須】**

12345

**6 学部又は学類名【必須】**

文学部

**7 学生氏名【必須】**

口部 一郎

**8**

金融機関選択へ

戻る

注意事項

当画面を印刷、もしくはスクリーンショットを取得してください。

※印刷に関する注意事項

上記内容で間違いなければ、「金融機関選択へ」ボタンを押してください。



## 5. 金融機関選択画面 Financial institution selection screen

◆振替口座として登録したい金融機関を選択してください。(①または②)

Please select the financial institution you would like to register for direct debit (① or ②).

①に記載の銀行以外は、②で金融機関のカナから選択の上、銀行名(②")を検索してください。

For banks other than those listed in ①,

please select the financial institution's name in kana in ② and then search for the bank name (②").

**金融機関選択**

⚠ ブラウザの「戻る」や「+」ボタンは使わないでください。  
お手続きが正常に完了しない場合があります。

ご利用になる金融機関を選択してください。

①

あいち銀行  
みずほ銀行  
三井住友銀行  
三菱UFJ銀行  
りそな銀行

上記以外の金融機関をご利用になる場合、以下よりご利用の金融機関をお選びください。

信用金庫はこちら

**利用可能金融機関一覧**

ア行

カ行

サ行

タ行

選択

②"

上記以外の金融機関をご利用になる場合、以下よりご利用の金融機関をお選びください。

信用金庫はこちら

**利用可能金融機関一覧**

ア行

あいち銀行  
イオン銀行  
青森銀行  
秋田銀行  
宮城銀行  
尾花銀行  
水戸共立銀行  
池田泉州銀行  
国産銀行  
伊予銀行  
太田銀行  
油断銀行  
GMQあおぞらネット銀行  
あおぞら銀行





## 6.口座情報入力 Account information input

- ◆ ①「金融機関名」が選択した金融機関名になっていることを確認してください。  
① Please confirm that the "Financial Institution Name" is the name of the financial institution you selected.
- ②に通帳やキャッシュカードをご確認の上、「口座情報」をご入力してください。  
② Please check your bankbook or cash card and enter your "Account Information."

すべての項目の入力が完了しましたら、③「次へ」を押してください。

Once you have completed entering all items, press ③ "Next".

① 選択した金融機関名になっていることを確認してください。  
Please confirm that it is the selected financial institution name.

② 選択した金融機関により、入力する情報が異なります。画面に表示されたすべての項目を入力してください。  
The information you need to enter will vary depending on the financial institution you select. Please enter all the items shown on the screen.

③ 表示される情報は金融機関のサイトへ遷移した後に必要となる情報です。金融機関毎に必要な情報は異なります。事前に準備してください。  
The information displayed is the information required after transitioning to the financial institution's site. Required information varies depending on the financial institution. Please prepare it in advance.

## 7.口座情報の確認 Check account information

- ◆ 登録した口座情報に誤りがないかを確認の上、①「金融機関へ」に進んでください。  
Please check that the account information you registered is correct, then proceed to ① "To the financial."

① 「金融機関へ」を押すと、登録頂いた金融機関のページに移ります。各金融機関の案内に従って、口座振替の手続きを進めてください。手続きには前画面で表示された情報が必要となります。  
① Click "Go to financial institution" to go to the page of the financial institution you registered. Follow the instructions of each financial institution to proceed with the account transfer procedure. The information displayed on the previous screen is required for the procedure.



## 8.各金融機関での登録 Registration with each financial institution

- ここは、各金融機関毎に、登録手続きが異なります。

The registration procedures here vary for each financial institution.

操作方法、内容等での不明点は、各金融機関にお問い合わせください。

If you have any questions about the operation method or content, please contact the relevant financial institution.

(注) 金融機関によっては、当ネット口座振替受付サービスの担当でないと説明が困難な金融機関もございます。

『ネット口座振替受付サービス』の各金融機関での名称は異なりますので、

“Webを利用した口座振替登録サービス”等、Webを利用すること、且つ口座振替登録の機能についてのご質問、  
 と言うことで各金融機関にお尋ね頂きますようお願い致します。

(Note) Depending on the financial institution, it may be difficult to receive an explanation unless you speak to the person in charge of our online Direct Debit reception service. The name of the "Internet Direct Debit Acceptance Service" varies by financial institution, such as "Account Transfer Registration Service on the Web." For questions about using the web and the account transfer registration function, please contact each financial institution and specify that.

## 9.登録完了 Completed registration

- ◆①に「正常」と出ると登録完了です。 Registration is complete when ① shows “正常”.

- ①登録が完了すると「正常」と表示されます。

登録完了通知等は届きませんので、  
本画面をスクリーンショット等で保存し  
ておくことを、お勧めします。

① Once registration is complete, “正常” will be displayed. You will not receive a notification that registration is complete, so we recommend that you save this screen as a screenshot, etc.



## 2. Long-term registration system (Academic Affairs Office in each graduate school)

Since the 2008 academic year, the University's graduate schools introduced a long-term registration system.

This allows students with certain circumstances such as working students, to complete programs in a longer term than the standard length of program completion (two years for master's and Graduate School of Education, three years or four years for doctorate).

Once your long-term registration is permitted, the total tuition fee to be paid within the standard length of program completion is divided by the number of years in your long-term plan, and you are required to pay for this amount each year.

The requirements and number of years are as below.

a. Requirements:

- i) You have an occupation and are currently employed. (Including self-employment.)
- ii) You are looking after children or nursing family member.
- iii) Other cases approved by the Dean of your graduate school.

b. The length of long-term registration:

The long-term registration should be by the year, and not by the month or the semester. The length of long-term registration can be up to twice the number of years of standard completion.

c. Application period:

Same as the admission procedure

d. Application documents:

Application documents are distributed by the Academic Affairs Office of each graduate school, therefore, please inquire early.

e. Tuition calculation example:

[Yearly tuition for long-term registration] =  
([Standard yearly tuition] x [Standard program length]) ÷ [Number of years for long-term registration]

## 3. Graduate students registered as credited auditors for undergraduate lectures

Student Affairs Support Office, Academic Services Division  
E-mail : [gak-senmon@jimu.kumamoto-u.ac.jp](mailto:gak-senmon@jimu.kumamoto-u.ac.jp)

Graduate course students can earn credit of undergraduate lectures by achieving required amount for graded work. However, such obtained credits are not subject to be counted toward credits for graduate school programs.

To enroll as auditor for undergraduate lectures, you are required to pay examination fee (9,800 yen), while no admission and tuition fees are required. If you wish to enroll, please see the details in Application Requirements for Course Students (for Kumamoto University graduate student (including those accepted)) available on the University website.

[Website] <https://www.kumamoto-u.ac.jp/nyuushi/sonota/shakaijin/seikikateigai>

## 4. Personal Accident Insurance for Students Pursuing Education and Research ["Gakkensai"], and Additional Liability Insurance

Please visit this page for details.

[Website] <https://www.kumamoto-u.ac.jp/daigakuseikatsu/fukurikousei/hoken>

## VI. Others

### 1. Commuting to university by car

To maintain safe and quiet environment for education and research at Kumamoto University, we enforce restrictions on entries of vehicles accordance with “entry requirements of each campus district” etc.

Therefore, commuting by car is permitted only when it satisfies the vehicle entry restrictions (commuting distance, etc.) defined in the University standards and upon approval of an applicable department head.

If you wish to obtain a permit for your car to enter the campus, apply during a certain period (information will be posted on the bulletin board) to receive permission. (You can only apply if you satisfy the conditions defined by the University and your department, or the department head approves of your application.)

Other than those permitted must use public transportation, walk or bicycle to commute to the campus. Never park your car in the parking lots of shops near the University.

### 2. Riding Bicycles and Motorcycles on campus

For students who commute to campus on bicycle or Motorcycle, please ensure safety and ride slowly. Practice good manners such as parking your bicycle at the specified locations. (Parking at other than the specified location not only obstructs pedestrians, but also blocks entries for emergency vehicles and disturb barrier-free routes.)

Due to the by-law revision in Kumamoto prefecture, all bicycle riders were mandated to enroll in a bicycle insurance such as a bicycle casualty insurance effective from October 1, 2021.

Please check if you have already enrolled in a bicycle casualty insurance with the chart below.

(<https://www.kumamoto-u.ac.jp/daigakuseikatsu/fukurikousei/news/jme201/65gj77>)

### 3. Handling of personal information

General Affairs Department, General Affairs Division, General Affairs  
E-mail : sos-somu@jimu.kumamoto-u.ac.jp

The University appropriately obtains, handles and manages private information of students and others in accordance with "the regulations for the protection of privacy of information, National University Corporation Kumamoto University", and "the regulations for the management of privacy of information, National University Corporation Kumamoto University".

[ Obtaining private information ]

The University obtains private information for the purpose of maintaining the regular operation of the University.

In addition, if private information is directly obtained from students such as in writing, the students are provided the purpose of the use of such information excluding the following cases.

- 1) It is required urgently to protect human lives, bodies or properties.
- 2) By disclosing the purpose of the use of information, it may harm the rights and interests of the students or third-parties in their lives, bodies, properties and others.
- 3) By disclosing the purpose of the use of information, it may cause interference to conduct proper operations or administrative tasks by municipal or local independent administrative agencies such as national institutions or incorporated administrative agencies.
- 4) The purpose of the use was deemed clear from the circumstance of acquiring information.  
For example, the University obtains private information in the following purposes.

Purpose of use	Type of private information
Tasks involved in the admission selection process	<ul style="list-style-type: none"> <li>• Students' name, gender, date of birth, a photo of face, test results from university entrance examinations, results of academic tests, English qualifications and test scores, desired faculty/school of study, department/major, etc., graduated high school, entrance test result, comments and academic record from high school, survey report, academic record, recommendation letter from high school principle, health record, graduated university, work history, resume, personal record, address, phone number, email address, emergency contact, permits/certificates, result of examination for Japanese university admission for international students, TOEFL result, nationality/birth place and country, visa status, travel history to Japan etc.</li> <li>• Name, address, relationship, phone number etc. of guardians</li> <li>• Name, relationship, phone number etc. of guarantors</li> </ul>
Management of student record (including issuance of student ID, degree, and a variety of certificates) and guidance.	<ul style="list-style-type: none"> <li>• Students' name, student number, gender, date of birth, a photo of face, application registration number, cellphone number, email address, home address, registered permanent address (country or area), faculty of study, course, program, graduate school, major, graduated school names, admission type, transfer information, enrolled subjects, academic record etc.</li> <li>• Name, address, relationship, phone number, email address etc. of guarantors</li> <li>• Name, address, relationship, phone number etc. of guardians</li> <li>• Name, address, relationship, phone number etc. of emergency contacts other than above mentioned.</li> </ul>
Tasks involving tuition receivable management	Students' name, address, phone number of students, and those of guardians etc., bank information for payments, tuition fee balance etc.
Tasks involving exemptions and loans for tuition fees	Students' name, gender, faculty of study etc., student number, address, phone number, income, family situation, contact information/names of family etc., academic record, exemption/loan situation etc.
Tasks involving student accommodation	Students' name, gender, faculty of study etc., student number, address, phone number, income situation, and contact information/names of family etc.
Tasks involving student health management	Students' name, gender, faculty of study etc. student number, address, phone number, height, weight, eye sight, electro-cardiogram, medical questionnaires etc.
Tasks involving support for extracurricular activities	Students' name, gender, faculty of study etc., student number email address, circle member info, scores in tournaments etc.
Tasks involving student insurance admission	Students' name, student number, insurance type and period, payer name/address/phone number etc.
Tasks involving support for job placement	Students' name, gender, faculty of study etc., student number, address, phone number, graduated school names, email address, information after graduating etc.
Tasks at libraries	Students' name, faculty of study etc., student number, address, phone number, email address, library usage history, reading history etc.
Generation of statistical information	Above mentioned variety of private information etc.

[ Posts on the bulletin board at the University ]

The University may post private information of students on the bulletin board (including electric bulletin board) to notify and inform as necessary.

Purpose of Use	Private information to be posted on the bulletin board
For the purpose of notify and inform students etc.	Faculty of study etc., student number, information related to academic affairs, information related to student life, information related to financial and other support for living, other information to notify and inform students etc.

[ Using personal information other than for Utilization Purposes or providing personal information to a third party ]

Kumamoto University shall not use student personal information other than for Utilization Purposes, and shall not provide such information to a third party, except for cases based on laws and regulations and cases set forth in the following.

- (1) Cases in which there is a need to protect a human life, body or property, and when it is difficult to obtain a principal's consent
- (2) Cases in which there is a special need to enhance public hygiene or promote fostering healthy children, and when it is difficult to obtain a principal's consent
- (3) Cases in which there is a need to cooperate in regard to a central government organization or a local government, or a person entrusted by them performing affairs prescribed by laws and regulations, and when there is a possibility that obtaining a principal's consent would interfere with the performance of the said affairs
- (4) Cases in which there is a need to use such personal information for academic research purposes (exclude cases where such usage (including usage a part of such personal information) may cause damage to the principal)
- (5) Cases in which there is a need to provide such personal information to academic research institution for academic research purposes (exclude cases where such usage of above-mentioned academic research institution may cause damage to the principal)

[ Ensure privacy of information ]

The University has necessary strategies to prevent leaks, losses, and / or damages to private information, and to manage proper handling of private information. When the handling of private information is outsourced, they must enter into a legal contract for obligation of confidentiality in writing. As necessary, the University inspects the management structure such as individuals in charge and confirms handling of private information at the outsourced agencies.

## 4. Kumamoto University Fund

Please visit this page for details.

[Website] <https://ewww.kumamoto-u.ac.jp/en/about/kumamoto-university-fund/>