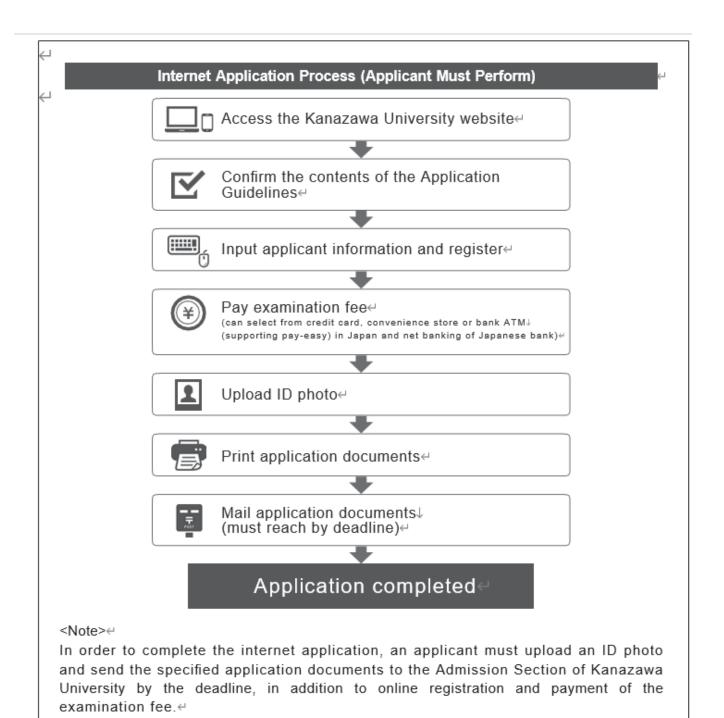
Kanazawa University Procedures and precautions for internet application

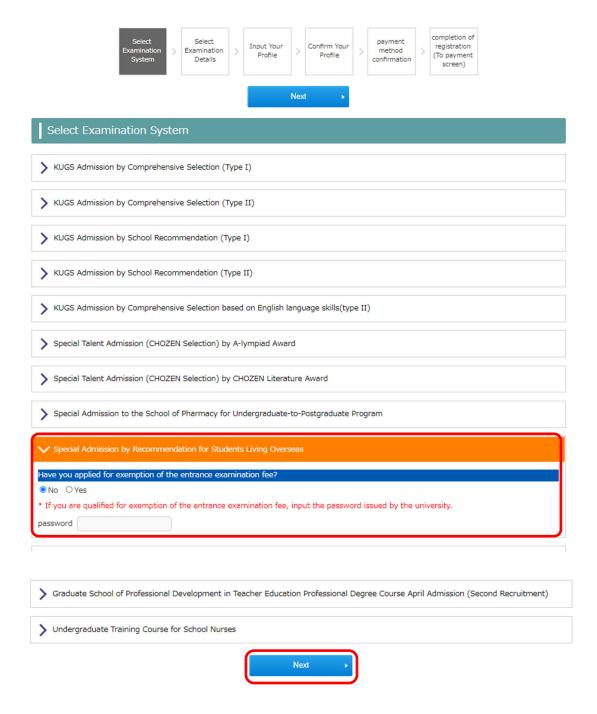
April, 2025 ver. 4 Admission Division, Student Affairs Department, Kanazawa University



STEP1 Select Examination System

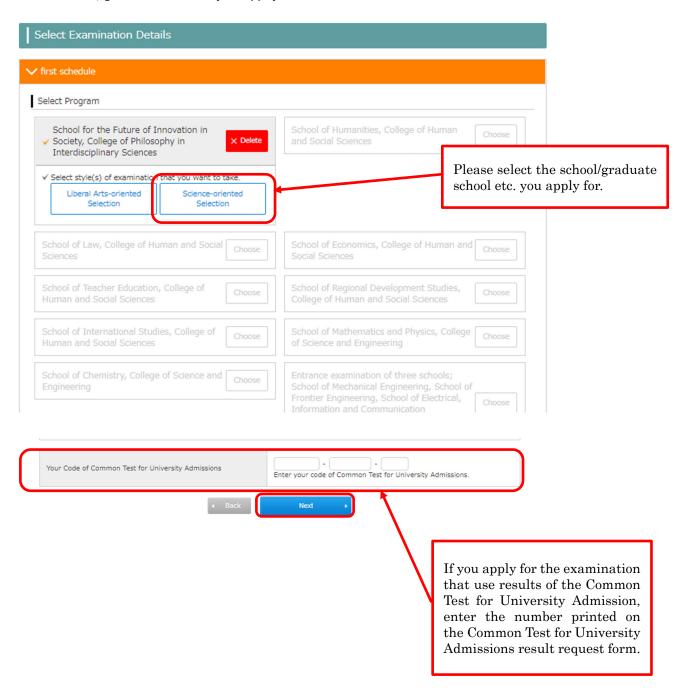
Select the examination you want to apply for and click "Next".

*Only the examinations within the application period at the time are displayed on the actual screen when you apply.



STEP2 Select Examination Details

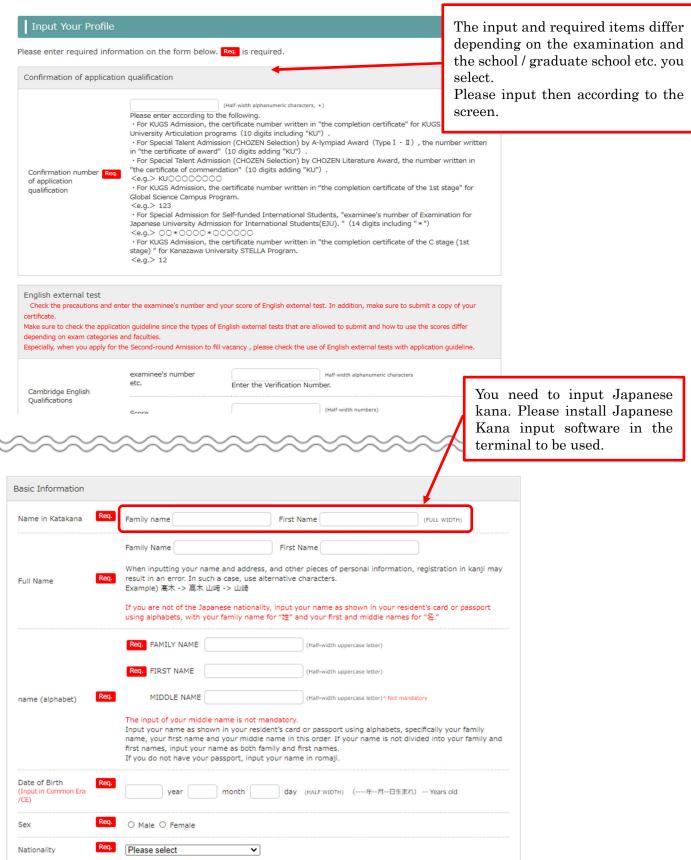
Select the school/graduate school you apply for and click "Next".

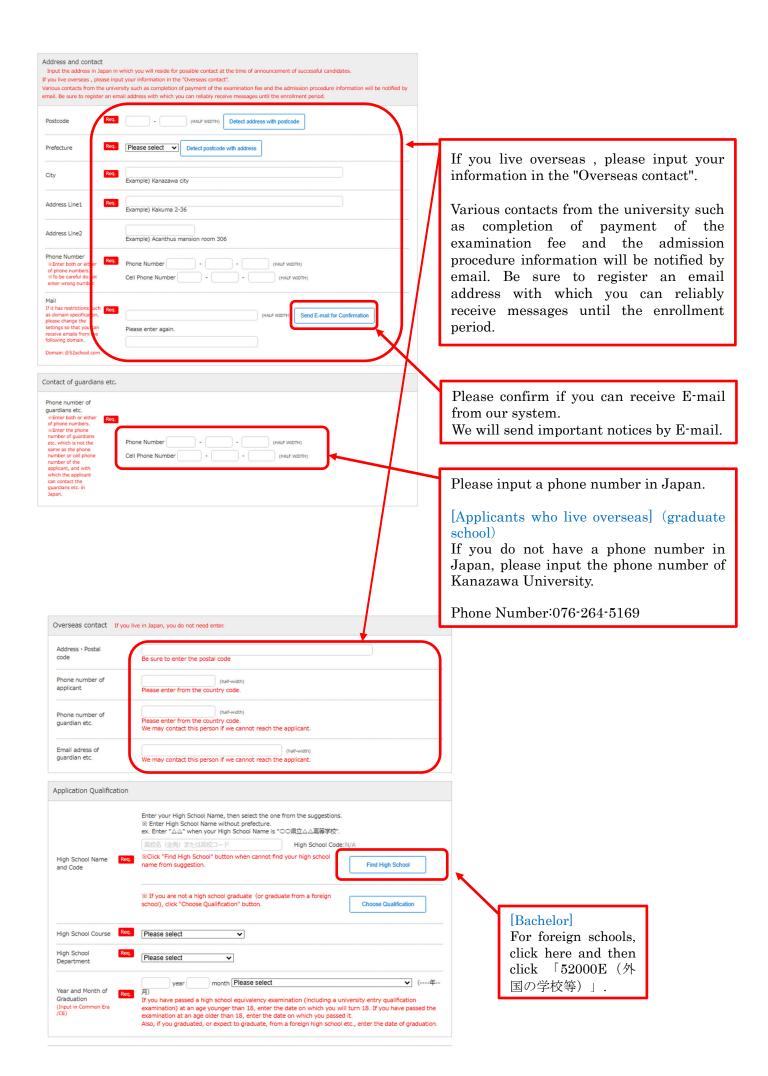


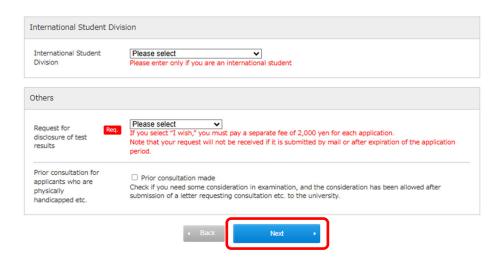
STEP3 Input Your Profile

Input your Profile and click "Next".

If there are any omissions in the required items, an error message will be displayed. Input them again.





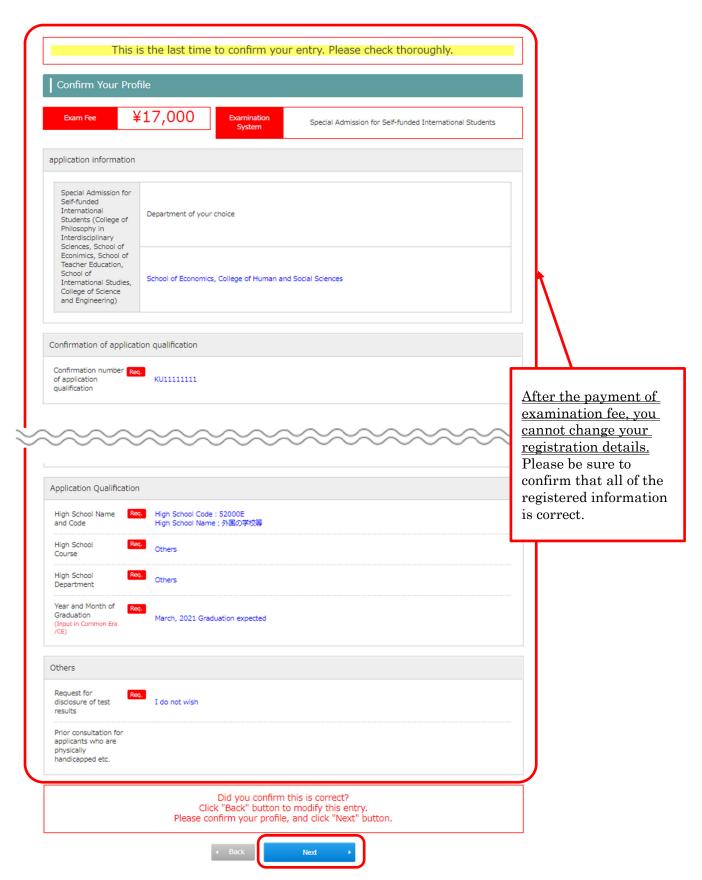


The following message may appear. Check it, and if there is no problem, click "0K". IF you input address of Kanazawa University, you can click "0K".



STEP4 Confirm your profile

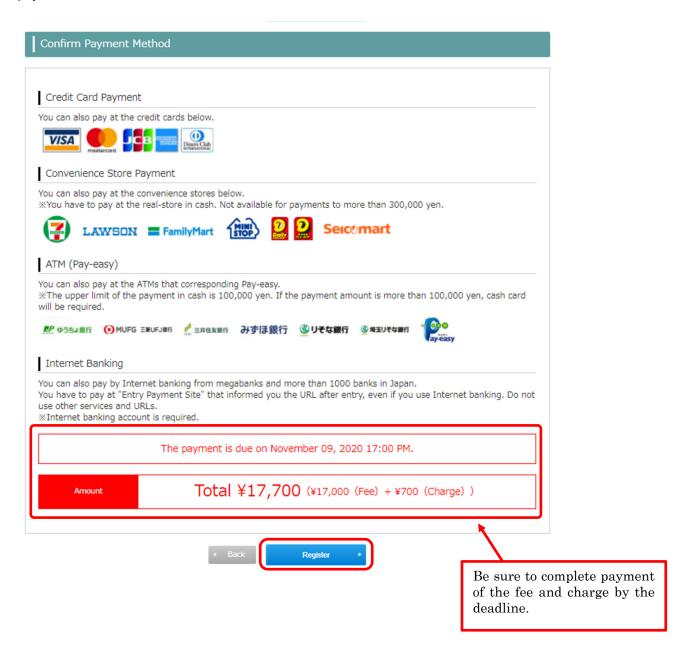
Confirm all contents you input from STEP1 to STEP3. If there are no mistakes, click "Next". To make a correction, click "Back" and make the correction on the previous screen.



STEP5 Confirm payment method

Confirm payment method and amount and click "Register".

No payment is made here.



Your registration is now completed

Your registration is now completed.

Please continue to pay the fee and upload your ID photo.



Be sure to make a note of the Reference number and Authentication code, as you will need them to log in to the internet application system. "K" is a half-width capital letter.

(It is also mentioned in the E-mail of information registration completed.)

Please see below to complete the entry.

1. Pay the Examination Fee

Please select the payment method on the site of the following URL and pay the screening fee according to the screen.

https://sandbox.paygent.co.jp/v/top?tid=T24620210000000000014458mld=368838hv=58178bd9431c1ccc6c5ea85ccb6598b20b9 7d1f9e82ea29d897ae9c22ea7089fc16524569f

2. Upload of ID photo

Access the list of applications by clicking "Check application record" button in the lower part of the screen, and upload your ID photo (which shall be a color full-faced picture with no background showing the upper half of your body wearing no hat, and shall have been taken not later than three months before).

You can process the picture to a depth of 4 cm and a width of 3 cm on this system.

Click and select payment method. \Rightarrow To STEP6-1

3. Send Required Documents by Post Click here for more information.

		Please send documents below by post.	
No	Required Documents	Note	
1	Application Checking Sheet (Confirming Sheet)	[All individuals concerned] Please check if the application contents are all correct. This is not to be submitted since this is for confirmation. Other forms can be output after payment and photo upload are completed.	Print Document
2	Application Checking Sheet (Submission Sheet)	[All individuals concerned] Please check if the application contents are all correct. Upload the ID photo from the application list, then print it in A4 size in color and mail it.	Print Document
3	Address label for application envelope	[All individuals concerned] Please check if the application contents are all correct. Please attach an address label that is color printed in A4 size to a commercially available square 2[24cm x 33.2cm] envelope, enclose the set of application documents, and send it by "registered express delivery".	
4	Other documents to be submitted	[All individuals concerned] For other documents to be submitted, be sure to check the application guideline. Be careful that if there are any failures in submission of application documents, they will not be accepted. Application guideline> https://www.kanazawa-u.ac.jo/education/admission/boshuyoko	

This is confirmation only. Do not submit.

5. Bring the admission ticket for examination with you

On and after the date shown in the entrance requirements list, the ticket can be printed out from the list of applications. Print out the ticket and bring it with you to the examination venue. The ticket is provided with the URL and two-dimensional bar code of the website on which you can check the notices on examination and an information map of the examination room. Be sure to access the site for check before examination.

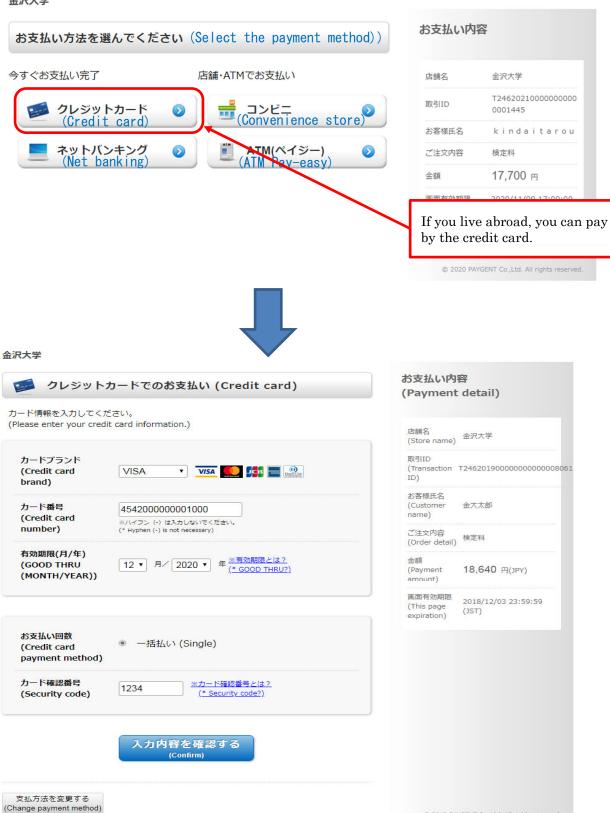
confirmed the procedure until the application procedure completion. 🌌

Click and upload your ID photo. ⇒To STEP6-2

STEP6-1 Payment entrance examination fee (in case of credit card)

After confirming payment amount, please enter your credit card information and pay.







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金沢大学



🧾 クレジットカードでのお支払い (Credit card)

以下の内容をご確認いただき、お支払いをお願いします。 (Please confirm the information below and pay.)

カードブランド (Credit card VISA brand) カード番号 (Credit card ****-***-***-1000 number) カード有効期限 MONTH/YEAR 12月/20年 (MONTH/YEAR)) お支払い回数 (Credit card payment method) 一括払い (Single) カード確認番号 **** (Security code)

よろしければ、お支払いボタンを押してください。 (If correct, click the "Pay" button.)

ボタンは1回だけ押してください(2回以上押さないようご注意ください)。 (Please press the button only once. (Do not press it twice))

お支払い (Pay)

前画面に戻る (Back) 支払方法を変更する (Change payment method) お支払い内容 (Payment detail)

店舗名 (Store name) 金沢大学 取引ID

お客様氏名 (Customer name) 金大太郎

ご注文内容 (Order detail) 検定料

金額 (Payment amount)

18,640 円(JPY)

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画面有効期限

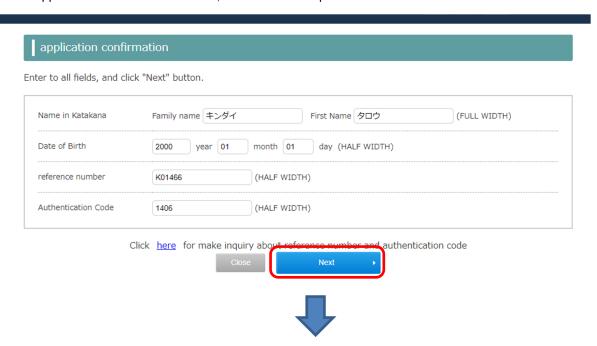
2018/12/03 23:59:59

STEP6-2 Upload ID photo (1)

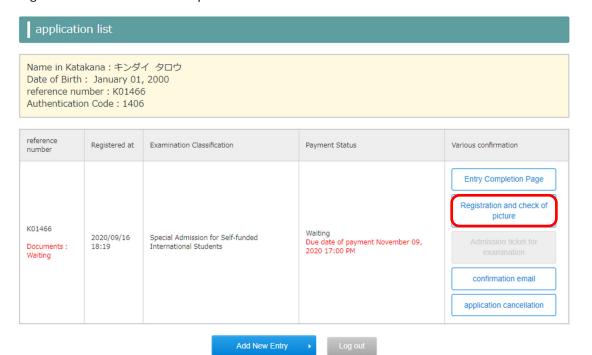
Click "Check Your Entries" at the bottom of the STEP6 "Your registration is now completed".



On the "application confirmation", enter the required item and click "Next".

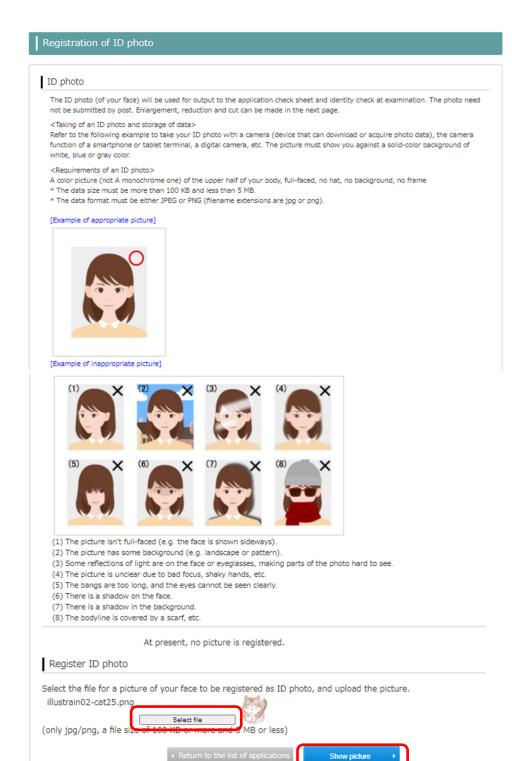


Click "Registration and check of picture".



STEP6-2 Upload ID photo (2)

Click "Select File" and upload ID photo date.



STEP6-2 Upload ID photo (3)

Adjust the orientation and size of the uploaded ID photo and click "Cut of picture".

Cut of ID photo

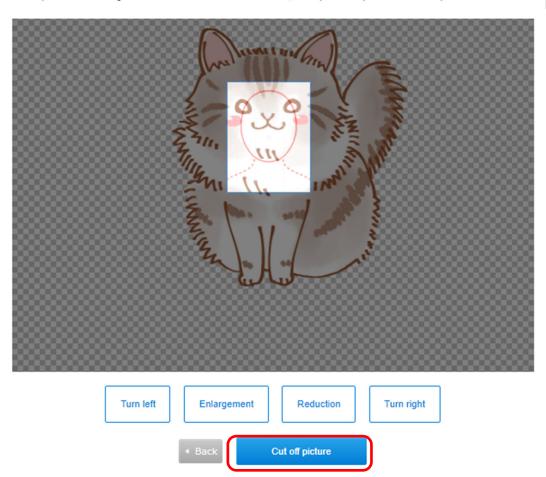
Cut of ID photo

Cut the uploaded ID photo data to a depth of 640 px and a width of 480 px.

- [1] Make adjustments using "Move picture," "Move cut frame" and "Enlarge/reduce picture" to put your ID photo into the cut frame (the bright part).
- [2] When the picture has been put into the cut frame (the bright part), click "Cut off picture" button.
- [3] The dialog "The picture is cut off" is displayed after the picture has been cut off. Then, click "OK." You move to the screen for the final check of your ID photo.
- <Method to adjust an ID photo>
- The picture can be turned 45 degrees at a time with "Turn left" or "Turn right" button.

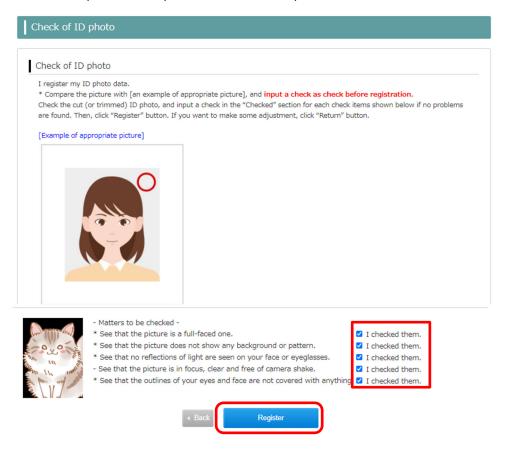
The picture can be enlarged or reduced with "Enlarge" or "Reduce" button.

- The picture or cut frame can be moved with drag & drop.
- The picture can be enlarged or reduced with the mouse wheel of a PC, or the pinch-in or pinch-out of a smartphone or tablet.



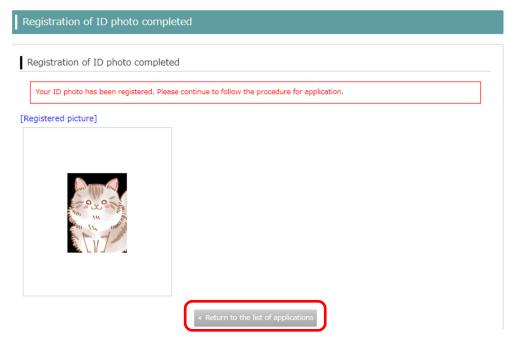
STEP6-2 Upload ID photo (4)

Make sure that the uploaded ID photo meets the requirements and check the check box.



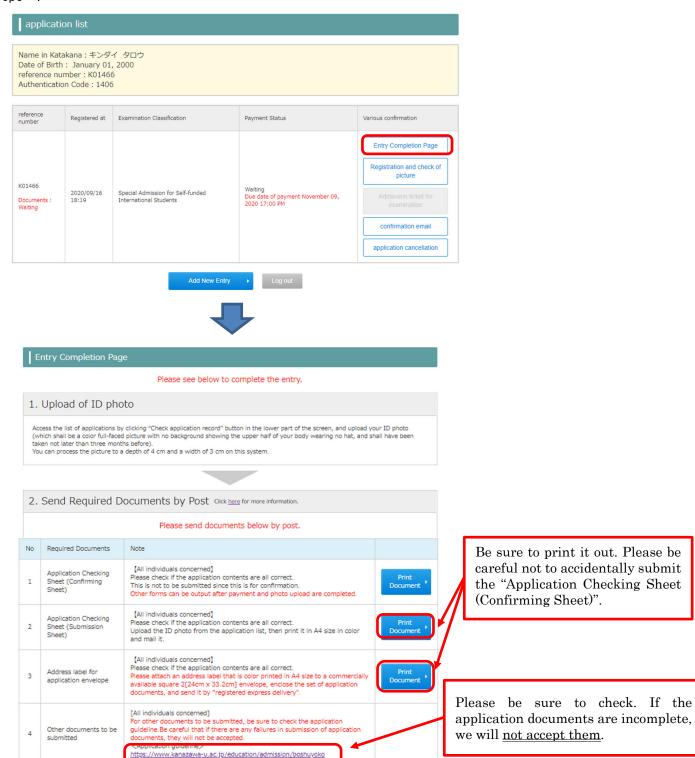


After completing the registration of the ID photo, the required documents can be printed from the application list.



STEP6-3 Print out the required documents

Print out "Application Checking Sheet (Submission Sheet)" and "Address label for application envelope".



After confirmation, please press the "Exit" button.

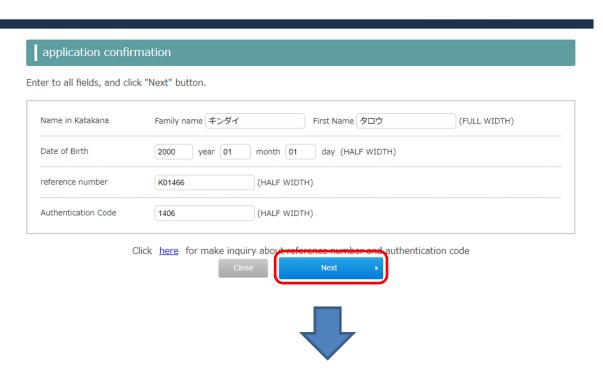
I confirmed the procedure until the application procedure completion.

After checking all the contents, check the check box and click "Exit".

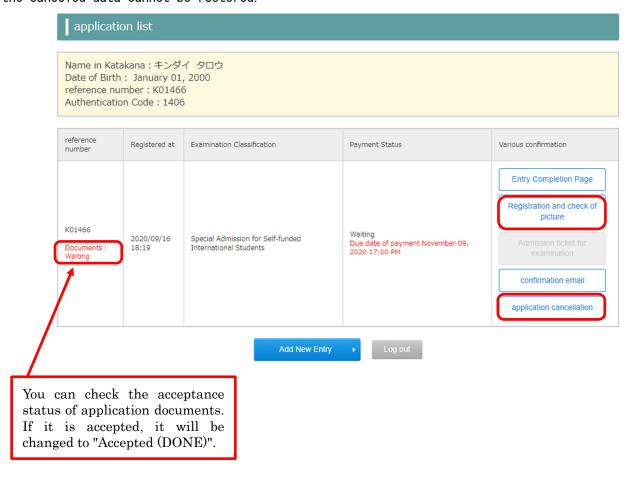
You must send the application documents to the Kanazawa University by the deadline.

STEP7 Confirm application

Click Application confirmation • and enter the required item. Then click "Next".

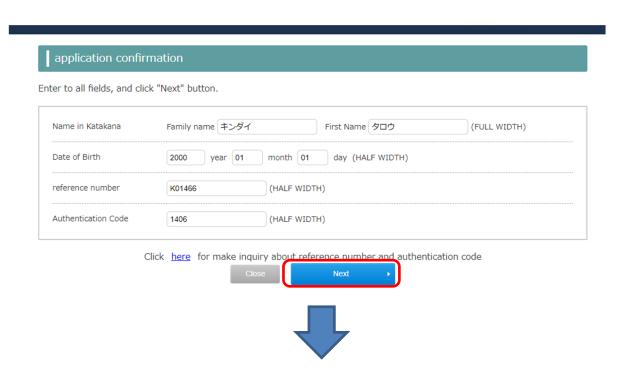


You can confirm and change the registered photo. You cannot change it after the submitted documents are mailed. You can cancel the application information before paying the examination fee, but please note that the canceled data cannot be restored.

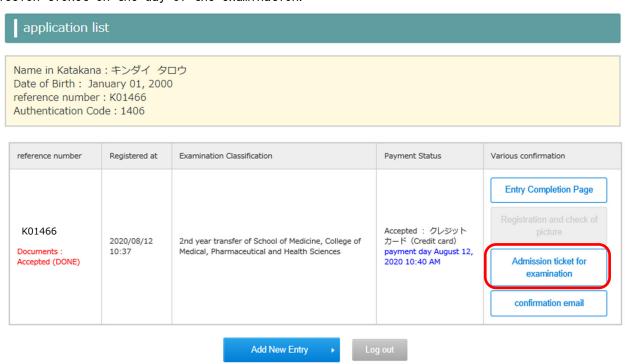


STEP8 Print out Admission ticket

Click Application confirmation • and enter the required item. Then click "Next".



On and after the date shown in the Application guidelines, the ticket can be printed out from the application list. Click "Admission ticket for examination" and print out in A4 size. Please be sure to bring a printed admission ticket on the day of the examination.



STEP9 Reprint out "Application Checking Sheet" etc. (If you need)

Click Application confirmation • and enter the required item. Then click "Next".

Name in Katakana	Family name			First Name	タロウ	(FULL WIDTH)			
Date of Birth	2000 ye	ear 01	month (01 day (HA	LF WIDTH)				
ference number K01466		(HALF W	(HALF WIDTH)						
authentication Code 1406			(HALF W	(HALF WIDTH)					

Click "Entry completion Page" and print out.

