

Checking Admission Procedures



The application will be completed by covering all the procedures from Step 1 to Step 4.
Please check the application period and be sure to complete all procedures within the period.

Step 1 Print and prepare application documents

Please download the Application Documents from our official website and print them all in A4 size. It may take some time to issue certificates, so ask your school to prepare them as soon as possible.

Step 2 Make payment of screening fee (35,000 JPY)

Please refer to "Method of Payment for Screening Fee" on the next page.

- * For overseas remittances, please be careful to transfer the amount after deducting the remittance fee and foreign currency handling fee.
- * In principle, the entrance examination fee will not be refunded.

Step 3 Mail the application documents

Please check whether the required documents are enclosed and mail the application documents to the Admission Center on Yokohama Campus by "Simple Registered Express Delivery".

【Mailing address for application documents】

Kanagawa University Admission Center
2-36-1 Rokukakubashi, Kanagawa-ku, Yokohama 221-0802

Be sure to keep the postal tracking number issued at the time of mailing, as you will need it later.

Step 4 Registration of necessary information on "WEB Application" in Japanese

After mailing the application documents, please enter the necessary information from the "WEB Application" on the university's website.

- * Please note that you cannot change the desired graduate school (area / major / field) or examination subject after registering for "WEB Application".
- * You will need the postal tracking number obtained in Step 3. If you submit the application documents at the counter of Admission Center, please enter the reception number issued at the counter.

Application Complete

- * If there are any errors, we may call you from 045-481-5857 (direct number of the Admission Center). If you receive a missed call, please contact us back.
- * After checking the application documents at the Admission Center, the admission ticket for examination will be sent one week before the test date.

Method of Payment for Screening Fee

Screening fee: ¥35,000

*** The payment period for the screening fee is the same as the application period.**

Payment from within Japan

For transfer from a financial institution:

Using the transfer forms (forms I, II, III), enter required information using black ink (ballpoint pen acceptable), and transfer the amount from a financial institution account (transfer via ATM not accepted). Following the transfer, confirm that the transfer forms (I) and (II) have been stamped "paid" by the financial institution. Securely affix "Certificate of Payment of Screening Fee (I)" to the field "Paper for pasting entrance examination fee storage certificate" in Admission Application Form (B), and send the application. Form (II) is to be kept by the applicant. Note that, as a rule, the screening fee cannot be returned once paid.

* In the event that procedures for transfer from the financial institution cannot be performed for any reason, contact the Kanagawa University Admission Center without delay.

Payment from outside Japan

Please follow the guidelines and remit the amount by overseas electronic transfer, by the deadline for application. Please specify that the sender will bear all processing fees for the remittance. Do not use the Kanagawa University transfer forms (Certificate of Payment (B), Receipt (C), Transfer Request Form (D)) for the transfer.

Together with the application documents, be sure to send a copy of the overseas remittance request form that is issued by the financial institution following payment. Store the original safely. The application will not be accepted if the screening fee is not received by the deadline for application.

Currency of Payment	Japanese yen
Remittance Reason	Graduate School Screening Fee
Amount of Payment	<div>Screening fee: ¥35,000 + fee for overseas remittance</div> <p>* When making an overseas remittance, be sure to enter the purpose of the remittance, "Graduation School Screening Fee" and "[Examinee's name]".</p> <p>* All fees required for overseas remittance will be "paid by the sender" [OUR (Applicant)]. If insufficient payment of the screening fee is made, the application will not be accepted. Please check with your local financial institution when sending money and be careful not to make a short payment.</p>
Remittance Account for overseas remittance <u>*We cannot accept transfers from Japanese financial institutions</u>	Bank name: SUMITOMO MITSUI BANKING CORPORATION Branch name: YOKOHAMA EKIMAE BRANCH Bank address: 1-3-23 Kitasaiwai, Nishi-ku, Yokohama, Kanagawa, Japan Account number: 0547-0978903 Recipient: KANAGAWA UNIVERSITY SWIFT CODE: SMBCJPJT