

Graduate Schools of Kyushu Institute
of Technology

Online Application Manual

- Special Admissions for International Students -

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Make sure to check the application guidelines before starting online application

Before starting online application, refer to the application guidelines for required qualifications to apply, application periods, and other information. After reading through the application guidelines, follow the online application procedure below. **Please note that if you do not operate for 30 minutes on one screen, the session will be terminated due to time-out.**

Step 1 Access Online Registration Website

Access the online registration website of Graduate Schools of Kyushu Institute of Technology (Graduate School of Engineering, Graduate School of Computer Science and Systems Engineering, and Graduate School of Life Science and Systems Engineering)

To page 6

Step 2 Select Examination Category

Select your examination category (Special Admissions for International Students).

To page 7

Step 3 Select Desired Department and Area

Select your desired department and area of Graduate School, your desired adviser, etc.

To page 8

Step 4 Enter Personal Information

Enter your personal information (your basic information, your contact, emergency contact, academic background, current affiliation, and professional experience).

To page 15

Step 5 Check Information Entered

Check the information you entered in Steps 2 to 4. If find an error, return and correct it.

To page 18

Step 6 Check Payment Method for Entrance Examination Fee

Check your payment method for the entrance examination fee. Four payment methods are available in the online application.

To page 21

Step 7 Upload Your Photo Data

Upload your photo data.

To page 22

Step 8 Pay Entrance Examination Fee

Pay the entrance examination fee.

To page 25

Step 9 Print and Submit Registered Application Documents

After paying the entrance examination fee, submit the application documents designated by the Institute, including those printed, by the application deadline set forth in the application guidelines.

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When registering online, use one of the recommended web browsers listed below.

Recommended web browsers for PCs

Windows: Google Chrome or Microsoft Edge

Mac OS (version 10.6 or later): Safari or Google Chrome

Recommended web browsers for mobile phones

Android (version 10.x.x or later): Android Chrome

iOS (version 14.x.x or later): Safari

*Depending on your system environment, some functions may not work. In that case, use a PC.

In addition, please make sure to turn on / enable "Cookies" and "JavaScript" in your browser for proper operation because this website uses "Cookies" to temporarily store registration information.

Please refer to "Help" of your browser for detail settings of "Cookies" and "JavaScript" which differ depending on browsers.

Notes before starting online application.

Did you check the application guidelines? ----- **Read the guidelines first.**

Did you understand the flow of online application? ---- **See Page 1 for the flow.**

Now, start the online application.

In addition to the internet access, you need to prepare the following for the online application.

A: Password

Applicants who have any of the following status must acquire a password to start online application. Once you have decided to apply, send the requesting e-mail to the office of the graduate school which you are applying for (See "Contact Details" on page 32). Phone is not available to request the password.

1. Applicants for Special Admissions for International Students.
2. Students who are expected to complete the Master's program at the Graduate Schools of the Kyushu Institute of Technology and advance to the Doctoral program.
3. Japanese Government (MEXT) Scholarship students.
4. Applicants for the entrance examination fee exemption who are the victims of the natural disasters designated for the exemption by Kyushu Institute of Technology.

*In the requesting e-mail, be sure to include the following information in the body of the e-mail.

-The name of applicant

-The examination category (Admissions for General Applicants /Special Admissions for Adult Students /Special Admissions for International Students, etc.)

-The desired department and area

-The desired Advisor

-Which of 1 to 4 above you come under

*Please send the e-mail with the title "Request for the online Application Registration Password".

*Please be advised that you make the request well ahead of time. The password will be e-mailed to you only between 8:30 and 17:00 on weekdays.

(Example of the body text of password requesting e-mail)

Name of applicant: Kyukoudai Taro(Mr.)

Examination category: Master's Program / Special Admissions for International Students
 /Graduate School of Engineering

Desired department and area: The 1st selection Graduate School of Engineering /
 October Admissions / Department of Engineering /Area3

Desired Advisor: Kougaku Ichiro

Password claim qualification: Applicants for Special Admissions for International Students

B: Payment method for the entrance examination fee

You may pay the fee at a convenience store, or by bank ATM (Pay-easy), credit card, or Internet banking.

C: E-mail address

You may use an e-mail address of smartphones, cell-phones, or free e-mail account services.

D: Printer which supports 8 1/2 x 11' (A4) size paper

You need to print out some application documents after the online application. The documents may be printed either in black & white or full color, on any copier paper such as plain paper.

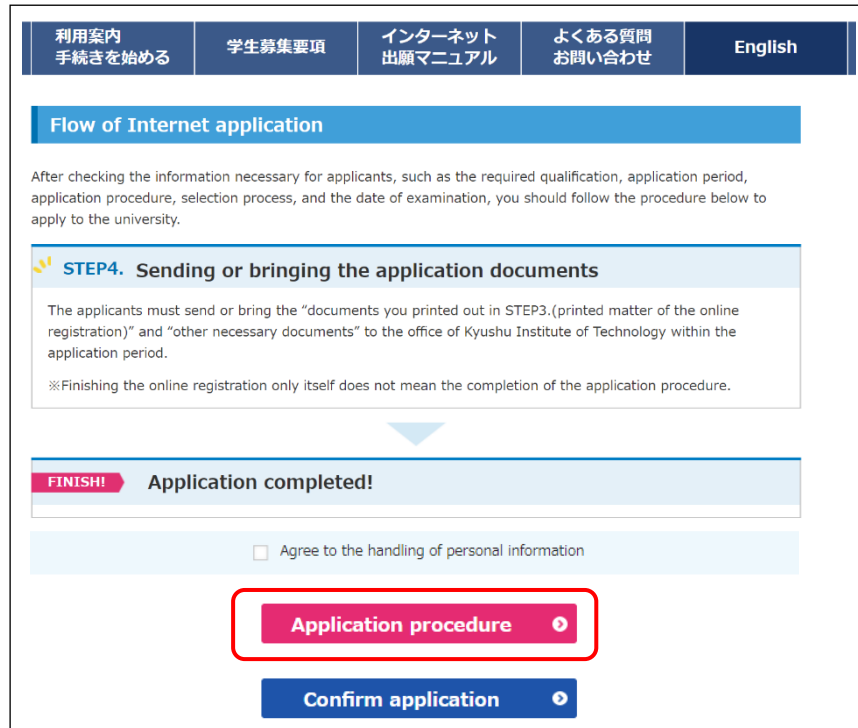
E: "Other necessary documents" described in the application guidelines.

Please be advised to start the preparation well ahead of time. It may take time to prepare or collect some of the documents.

If you are not able to prepare all the above for the online application at your home or school, contact the office given on Page 32 in advance.

Step 1 Access Online Registration Website

Enter the URL below in the search box to access the online registration website (Fig. 2-1-1). Clicking the “Application Procedure” button at the bottom of the screen will start application.



The screenshot displays the online registration website interface. At the top, there is a navigation bar with five tabs: "利用案内 手続きを始める", "学生募集要項", "インターネット 出願マニュアル", "よくある質問 お問い合わせ", and "English". Below the navigation bar, a blue header reads "Flow of Internet application". The main content area contains a paragraph of text: "After checking the information necessary for applicants, such as the required qualification, application period, application procedure, selection process, and the date of examination, you should follow the procedure below to apply to the university." This is followed by a section titled "STEP4. Sending or bringing the application documents" with a yellow arrow icon. The text in this section states: "The applicants must send or bring the 'documents you printed out in STEP3.(printed matter of the online registration)' and 'other necessary documents' to the office of Kyushu Institute of Technology within the application period." Below this text is a note: "※Finishing the online registration only itself does not mean the completion of the application procedure." A downward-pointing arrow leads to a light blue box with a red "FINISH!" icon and the text "Application completed!". Below this box is a checkbox labeled "Agree to the handling of personal information". At the bottom, there are two buttons: a red "Application procedure" button with a white right-pointing arrow, which is highlighted with a red rounded rectangle, and a blue "Confirm application" button with a white right-pointing arrow.

Fig. 2-1-1

Online Registration Website

<http://www.guide.52school.com/guidance/net-kyutech-g/eng/>

*The application registration possible from 9:00 a.m.

Step 2 Select Examination Category

Select the examination category you will apply for. After selecting, click the “Next” button (Fig. 2-2-1).

The screenshot shows the application portal interface for Kyushu Institute of Technology. At the top, there is a navigation bar with the university logo and name in Japanese. Below the navigation bar, there is a progress indicator with five steps: 'Select Examination Category', 'Select Desired Department and Area', 'Input Your Profile', 'Confirm Your Profile', and 'Checking the way of paying examination fee'. The first step, 'Select Examination Category', is currently active and highlighted in blue. Below the progress indicator, there is a 'Next' button. The main content area is titled 'Select Examination Category' and contains a list of program options. The first option, 'Master's Programs / Special Admissions for International Students / Graduate School of Engineering', is selected and highlighted in orange. Below this option, there is a section titled 'Input the password' with a text area and a 'Password (Required)' input field. The text area contains instructions: 'Enter "Password for International Student Application" issued by Kyushu Institute of Technology. However, if you are an applicant for the entrance examination fee exemption who comes under any of the following, enter "Password for Entrance Examination Fee Exemption for International Students" issued by Kyushu Institute of Technology instead of "Password for International Student Application"'. Below the text area, there is a list of conditions: '1. Japanese Government (Monbukagakusho:MEXT) Scholarships' and '2. Applicants for the entrance examination fee exemption who are the victims of the natural disasters designated for the exemption by Kyushu Institute of Technology'. Below the list, there is a 'Next' button.

Fig. 2-2-1

Important Notice

- Do not select a wrong program (between Master's Program and Doctoral Program).
- If you apply for special admissions for international students, make sure to enter the special password*1.
- If you come under the condition below, make sure to enter the special password*1. (You will be exempt from the entrance examination fee.)
 1. Students who are expected to complete a Master's program at the Graduate Schools of the Kyushu Institute of Technology and advance to a Doctoral program.
 2. Japanese Government (Monbukagakusho:MEXT) Scholarships
 3. Applicants for the entrance examination fee exemption who are victims of the disasters designated by the Institute.

*1 If you do not know the password, contact the office given on Page 32.

Step 3 Select Desired Department and Area

(1) Select your desired departments and areas. The order you click will reflect the order of your preference (Fig. 2-3-1).

The screenshot shows a web application interface for selecting a department and area. At the top, there is a progress bar with steps: 'Select Examination Category', 'Select Desired Department and Area', 'Input your profile', 'Confirm your profile', 'Checking the way of paying examination fee', and 'Complete the registration (the way of paying examination fee)'. The current step is 'Select Desired Department and Area'. Below this, there is a section titled 'Select Desired Department and Area' with a sub-section 'Select Desired Department and Area'. A dropdown menu shows 'Department of Engineering / Area1 (Architecture)' selected. Other options include 'Department of Engineering / Area2 (Civil Engineering)', 'Department of Engineering / Area3 (Control Engineering)', 'Department of Engineering / Area4 (Mechanical Engineering)', 'Department of Engineering / Area5/Area6 (Mechanical and Space Systems Engineering / Electrical and Space Systems Engineering)', 'Department of Engineering / Area7 (Electrical Engineering)', 'Department of Engineering / Area8 (Electronic Engineering)', and 'Department of Engineering / Area9 (Applied Chemistry)'. At the bottom, there is a red box indicating 'Exam Fee ¥30,000' and 'Examination Category Master's Programs / Special Admissions for International Students / Graduate School of Engineering'.

Fig. 2-3-1

(2) Next, if you apply to General Admission (First Admission) to the Master's Program in the Graduate School of Computer Science and Systems Engineering, select whether or not you wish to apply for the 'Exemption from the Written Examination.' (Fig. 2-3-2)

The screenshot shows a section titled 'Exemption from the written examination'. The text reads: 'Exemption from the written examination *Only for applicants for the general admission (the first admission) to the Master's Program in the Graduate School of Computer Science and Systems Engineering. To apply for the exemption, you are required to submit additional documents. For more information, refer to the Master's Program Application Guidelines of the Graduate School of Computer Science and Systems Engineering.' Below this text, there is a dropdown menu for 'Exemption from the written examination' with options 'Please select', 'Desired', and 'Not Desired'. Below the dropdown menu, there is a section for 'Desired advisor' with a dropdown menu for 'Please select' and a 'Search' button.

Fig. 2-3-2

(Step 3 Select Desired Department/Area)

(3) Next, select your desired advisers. After selecting, press the “Next” button (Fig. 2-3-3).

Fig. 2-3-3

* If you are applying to Graduate School of Computer Science and Systems Engineering, you can search and select a name of faculty as your “desired advisor” as follows.

1. Click “Search” (Fig. 2-3-4)

Fig. 2-3-4

(Step 3 Select Desired Department/Area)

2. "Teacher List" screen opens in a separate window (Fig. 2-3-5)

The screenshot shows a window titled "Teacher List" with a dark blue header. Below the header, there is a text prompt: "Enter teacher's affiliation or name to research." The main content area contains two input fields: "Assignment" with a dropdown menu currently showing "Please select", and "Teacher Name" with an empty text box. To the right of these fields is a blue "Search" button. At the bottom center of the window is a grey "Close" button.

Fig. 2-3-5

3. Please select from the pull-down list of department or / and search by name of teacher (either capital or small letters) (Fig. 2-3-6)

The figure consists of two screenshots of the "Teacher List" window. The top screenshot shows the "Teacher Name" dropdown menu open, displaying a list of departments: "Please select", "Department of Creative Informatics (Artificial Intelligence)", "Department of Creative Informatics (Computer Science and Networks)", "Department of Creative Informatics (Intelligent and Control Systems)", "Department of Creative Informatics (Physics and Information Technology)", and "Department of Creative Informatics (Bioscience and Bioinformatics)". The bottom screenshot shows the same window with the letter "a" entered in the "Teacher Name" text box.

Fig. 2-3-6

(Step 3 Select Desired Department/Area)

4. You will see a list of the search result (Fig.2-3-7) shows an example of a search result after selecting a department related to “Artificial Intelligence” and any teachers named with “a(A)”

Teacher List

Enter teacher's affiliation or name to research.

Assignment: Search

Teacher Name:

Teacher Name	Assignment
OKABE Takahiro	Department of Creative Informatics (Artificial Intelligence)
OSHITA Masaki	Department of Creative Informatics (Artificial Intelligence)
SAITOH Takeshi	Department of Creative Informatics (Artificial Intelligence)
SAKAMOTO Hiroshi	Department of Creative Informatics (Artificial Intelligence)
SATO Yoshihisa	Department of Creative Informatics (Artificial Intelligence)
SHIMADA Kazutaka	Department of Creative Informatics (Artificial Intelligence)
HIRATA Kouichi	Department of Creative Informatics (Artificial Intelligence)
MIYANO Eiji	Department of Creative Informatics (Artificial Intelligence)
OHKITA Tsuyoshi	Department of Creative Informatics (Artificial Intelligence)
KUNICHIKA Hidenobu	Department of Creative Informatics (Artificial Intelligence)
SAITOH Toshiki	Department of Creative Informatics (Artificial Intelligence)
TAKEMURA Noriko	Department of Creative Informatics (Artificial Intelligence)
TOKUNAGA Terumasa	Department of Creative Informatics (Artificial Intelligence)
NAYAHARA Tetsu	Department of Creative Informatics (Artificial Intelligence)

Fig. 2-3-7

(Step 3 Select Desired Department/Area)

5. You can click your desired advisor from search result on the Teacher List.(Fig. 2-3-8)

Teacher List

Enter teacher's affiliation or name to research.

Assignment: Department of Creative Informatics (Artificial Intelligence) Search

Teacher Name: a

Teacher Name	Assignment
OKABE Takahiro	Department of Creative Informatics (Artificial Intelligence)
OSHITA Masaki	Department of Creative Informatics (Artificial Intelligence)
SAITOH Takeshi	Department of Creative Informatics (Artificial Intelligence)
SAKAMOTO Hiroshi	Department of Creative Informatics (Artificial Intelligence)
SATO Yoshihisa	Department of Creative Informatics (Artificial Intelligence)
SHIMADA Kazutaka	Department of Creative Informatics (Artificial Intelligence)
HIRATA Kouichi	Department of Creative Informatics (Artificial Intelligence)
MIYANO Eiji	Department of Creative Informatics (Artificial Intelligence)
OHKITA Tsuyoshi	Department of Creative Informatics (Artificial Intelligence)
KUNICHIKA Hidenobu	Department of Creative Informatics (Artificial Intelligence)
SAITOH Toshiaki	Department of Creative Informatics (Artificial Intelligence)
TAKEMURA Noriko	Department of Creative Informatics (Artificial Intelligence)
TOKUNAGA Terumasa	Department of Creative Informatics (Artificial Intelligence)
NAKAMURA Tetsu	Department of Creative Informatics (Artificial Intelligence)

Fig. 2-3-8

6. A selected teacher (your desired advisor) will be shown on your web application form. (Fig.2-3-9)

Desired advisor

1st Desired Department and Area

1st choice : OKABE Takahiro Assignment : Department of Creative Informatics (Artificial Intelligence) Search

2nd choice : Please select Assignment : Displayed here Search

3rd choice : Please select Assignment : Displayed here Search

4th choice : Please select Assignment : Displayed here Search

5th choice : Please select Assignment : Displayed here Search

If assignment is not possible to any of the above : Please select

*Only for applicants for Master's Program of Graduate School of Computer Science and Systems Engineering.

2nd Desired Department and Area

1st choice : Please select Assignment : Displayed here

2nd choice : Please select Assignment : Displayed here

3rd choice : Please select Assignment : Displayed here

4th choice : Please select Assignment : Displayed here

5th choice : Please select Assignment : Displayed here

Back Next

Fig. 2-3-9

(Step 3 Select Desired Department/Area)

Important Notice

- If you are an applicant for the Master’s Program in Graduate School of Computer Science and Systems Engineering, “If assignment is not possible to any of the above”, select “Apply for a second-choice department”, or “Leave assignment to the assignee”, or “Decline admission”.
- If you wish to apply for the Graduate School of Computer Science and Systems Engineering, you need to mark "I've had interviews with my desired supervisor." Make sure you had the interviews in advance and mark the box.
- Selectable numbers of desired advisers are shown in the table below.

Selectable Numbers of Desired Advisers

Graduate School		Admission	First	Second	Third	Fourth
Master’s Program	Engineering	1	1	—	—	
	Computer Science and Systems Engineering	1	1	—	—	
	Life Science and Systems Engineering	Up to 5	Up to 5	Up to 5	Up to 5	

(Step 3 Select Desired Department/Area)

Admission Graduate School		First	Second	Third	Fourth
		Doctoral Program	Engineering	1	1
Computer Science and Systems Engineering	1		1	—	—
Life Science and Systems Engineering	1		1	1	1

Step 4 Enter Personal Information

Fully enter your personal information. After entering, click the “Next” button (Fig. 2-4-1). An error will occur if there is an entry defect, such as a missing entry in a required item.

The screenshot shows a multi-step registration process. At the top, a progress bar contains six steps: 'Select Examination Category', 'Select Desired Department and Area', 'Input Your Profile' (the current step), 'Confirm Your Profile', 'Checking the way of paying examination fee', and 'Complete the registration. (the way of paying examination fee)'. Below the progress bar are 'Back' and 'Next' buttons. The main form area is titled 'Input Your Profile' and includes the instruction: 'Please enter required information on the form below. **Required** is required.'

Basic Information

Name in KATAKANA (FULL WIDTH) or alphabet (HALF WIDTH) **Required**

First Name: タロウ
Middle Name:
Last(Family) Name: キョウコウダイ
If you do not have a middle name, you can leave this field blank.

Full Name in your Passport **Required**

First Name: taro
Middle Name:
Last(Family) Name: kyukodai (HALF WIDTH) *Some characters are automatically converted to capital characters.
If you do not have a middle name, you can leave this field blank.

Sex **Required** Male Female

Nationality **Required** China (FULL WIDTH)

Fig. 2-4-1

List of Personal Information Entry Items

Basic Information	Name in KATAKANA or alphabet	<p>*Only the currently enrolled students of Kyushu Institute of Technology (except non-regular students) are required to enter the Student Number.</p> <p>*If your name has no distinction between first and last name, enter your full name in the Last Name field and a hyphen ("-") in the First Name field.</p>
	Full Name in your Passport	
	Sex	
	Nationality	
	Date of Birth	
	Student Number	
Your Contact	Address Type	<p>*If you enter an address outside Japan, select "Outside Japan" in Address Type.</p>
	Postcode	
	Prefecture	
	City	
	Address Line1	
	Address Line2	
	Phone Number	
	Mail	
Emergency Contact	Full Name	<p>*If you enter an address outside Japan, select "Outside Japan" in Address Type.</p>
	Relationship with applicant	
	Address Type	
	Postcode	
	Prefecture	
	City	
	Address Line1	
	Address Line2	
	Phone Number	
Final Academic Background	Type (National/Public/Private)	
	Country Name	
	Location	
	School Name	
	School Type	
	Faculty, department, major, etc.	
	Year of Entrance	
	Year of Graduation	
	Years Required to Graduate	
	Qualifications to Apply	

Academic Background	Type (National/Public/Private)	<p>* If you are international students, enter all of your school careers from elementary school. (Enter from high school if you are not international students)</p> <p>*In the case of an elementary school or junior high school, enter "-(hyphen)" before your faculty, department or major.</p> <p>*You can enter up to 9 school careers.</p>
	Country Name	
	Location	
	School Name	
	School Type	
	Faculty, department, major, etc.	
	Year of Entrance	
	Year of Graduation	
	Years Required to Graduate	
Current Affiliation	Country Name	<p>*If your are a research student of Kyushu Institute of Technology, please enter "Kyushu Institute of Technology (Research Student)" in the "Name of School" field, and enter the details of your research conducted at Kyushu Institute of Technology in the "Subject and summary of your graduation study (for those studying at universities)" field.</p> <p>*Enter information on your final academic career.</p>
	Location	
	Name of School/Company	
	Department	
	Phone Number	
	Subject and summary of your graduation study (for those studying at universities) / experience and job description related to your desired major (for those working)	
	Period of affiliation (From)	
	Period of affiliation (To)	
Professional Experience	Country Name	*You can enter up to 5 professional careers
	Location	
	Company Name	
	Department	
	Type of Work	
	Period of Employment (From)	
	Period of Employment (To)	

Step 5 Check Information Entered

Check the information you entered in Steps 2 to 4 and click “Next” , if all is correct. To correct the information, click the “Return” button (Fig. 2-5-1).

九州工業大学

Progress: Select Examination Category > Select Desired Department and Area > Input Your Profile > **Confirm Your Profile** > Checking the way of paying examination fee > Complete the registration (the way of paying examination fee)

Buttons: Back, Next

Did you confirm this is correct?
Click "Back" button to modify this entry.
Please confirm your profile, and click "Next" button.

Application data was temporarily saved.
You can interrupt your application procedure on this screen.
If your parent or teacher needs to check, use "Print Application Confirmation Sheet (before payment of examination fee)."
You can restart the procedure from the "Confirm Application" screen displayed at the top of the guidance screen.
(Restart from this screen).
You must write down and keep your receipt number and security code because you need it when you check your application information or inquiry.

Receipt Number:

Security Code:

Application confirmation sheet (before payment)

Confirm Your Profile

Exam Fee: ¥30,000

Examination category: Master's Programs / Special Admissions for International Students / Graduate School of Engineering

Fig. 2-5-1

Important Notice

- You can download “Application Confirmation Sheet (before payment of examination fee)”. This sheet is used to check the information you entered in Steps 2 to 4. Download the sheet only when necessary.
*“Application Confirmation Sheet (before payment of examination fee)” is not an application document. Submit to the Institute “Application Confirmation Sheet (for submission)” that can be downloaded after the examination fee is paid.
- The information entered here is automatically saved temporarily. You can restart the registration from here even if you have closed the browser. Make sure to write down the receipt number and security code displayed on this screen (Fig. 2-5-1) before closing the browser, since they are required to restart the registration. The information will also be sent to the e-mail address registered in Step 4.
Refer to the next page for how to restart the registration.

[Restart Application Registration]

- (1) Go to the online registration website and click the “Confirm application” button at the bottom of the guidance screen (Fig. 2-5-2).

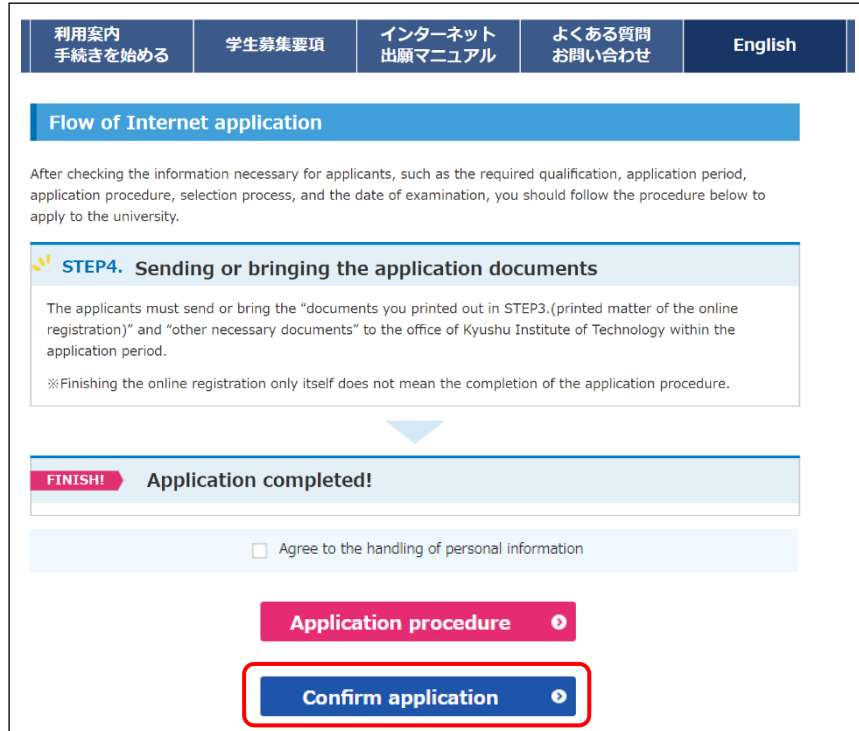


Fig. 2-5-2

- (2) Enter your date of birth, receipt number, and security code, and click “Next” (Fig. 2-5-3).

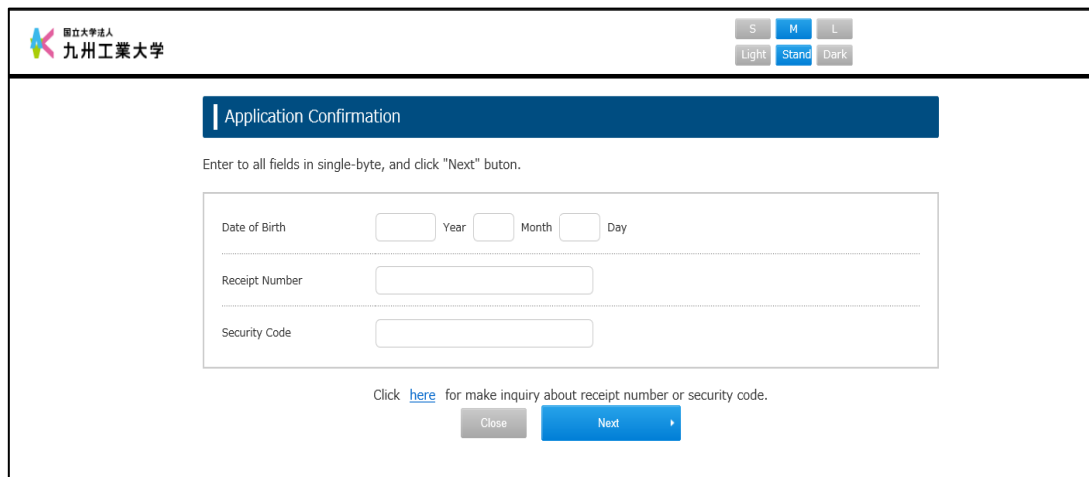


Fig. 2-5-3

(Step 5 Check Information Entered)

(3) Click the "Application reopening" button in the check column on the application status screen (Fig. 2-5-4). Restart from Step 5 Check Information Entered.

The screenshot shows a web interface for '九州工業大学' (Kyushu Institute of Technology). At the top, there are navigation buttons for 'S', 'M', 'L', 'Light', 'Stand', and 'Dark'. Below the header is a blue bar labeled 'Application List'. Underneath, there are input fields for 'Date of Birth', 'Receipt Number', and 'Security Code'. The main part of the screen is a table with the following columns: 'Receipt Number', 'Registered at', 'Examination Category', 'Payment Status', and 'Checking something'. The 'Payment Status' column contains the text 'Waiting' and 'Payment Deadline' in red. The 'Checking something' column contains three buttons: 'Application reopening' (highlighted with a red box), 'Application confirmation sheet (before payment)', and 'Cancel the application'. At the bottom of the table area, there are two buttons: 'Add New Entry' and 'Log out'.

Receipt Number	Registered at	Examination Category	Payment Status	Checking something
			Waiting Payment Deadline	Application reopening Application confirmation sheet (before payment) Cancel the application

Fig. 2-5-4

Step 6 Check Payment Method for Entrance Examination Fee

Check the payment methods for the entrance examination fee and click “Register” (Fig. 2-6-1). Start payment on the Step8screen.



Fig. 2-6-1

Important Notice

- If you click “Register” here, you can no longer change the information entered in Steps 2 to 4.

Step 7 Upload Your Photo Data

(1) Click the “Check Your Entries” button at the bottom of the screen(Fig. 2-7-1).

Your registration is now completed

Online Entry has not completed until confirm your payment. Please see below to continue.
You must write down and keep your receipt number and security code because you need it when you check your application information or inquiry.

Receipt Number	<input type="text"/>
Security Code	<input type="text"/>

Next, follow the instructions below and complete your application procedure so that the application documents can be submitted (mailed or brought in) by the application deadline specified in the application guidelines.

1. Uploading Your Photo Data
2. Pay the Examination Fee
3. Submit Required Documents

Please submit documents below.

No	Required Documents	Note	
1	志願内容確認票 (提出用) Application confirmation sheet (for submission)	出願内容に間違いがないか確認のうえ、片面印刷で提出してください。 Check that the application contents are correct and print it single sided .	After having paid an Entrance Examination Fee, You can print it.

After confirmation, please press the "Exit" button.

I have confirmed the instructions to complete application procedures.

Check Your Entries

Exit

Fig. 2-7-1

(Step7 Upload Your Photo Data)

(2) Enter your date of birth, receipt number, and security code, and click "Next" (Fig. 2-7-2).

Application Confirmation

Enter to all fields in single-byte, and click "Next" button.

Date of Birth: 1999 Year 12 Month 31 Day

Receipt Number:

Security Code:

Click [here](#) for make inquiry about receipt number or security code.

Close Next

Fig. 2-7-2

(3) Click the "Photo Upload" button in the check column on the application status screen(Fig. 2-7-3) and upload your photo data.

Application List

Date of Birth : ..
Receipt Number : ..
Security Code : ..

Receipt Number	Registered at	Examination Category	Payment Status	Checking something
			Waiting Payment Deadline	Required Documents for application Photo Upload Checking mail

Add New Entry Log out

Fig. 2-7-3

Important Notice

〈Photo Requirements〉

- Taken within the last 3 months
- Applicant only
- Clear image
- Plain background (no objects or shadows)
- Color photo (black and white is not allowed)
- Upper body,Front view, No hat

〈File specifications〉

- File Type: jpg,png
- File Size: 100KB – 5MB

Step 8 Pay Entrance Examination Fee

- (1) After registering your photo, click “Check your Entries” button on the photo registration completion screen or “Confirm application” button at the bottom of the guidance screen.

If you click “Check your Entries” button on the photo registration completion screen

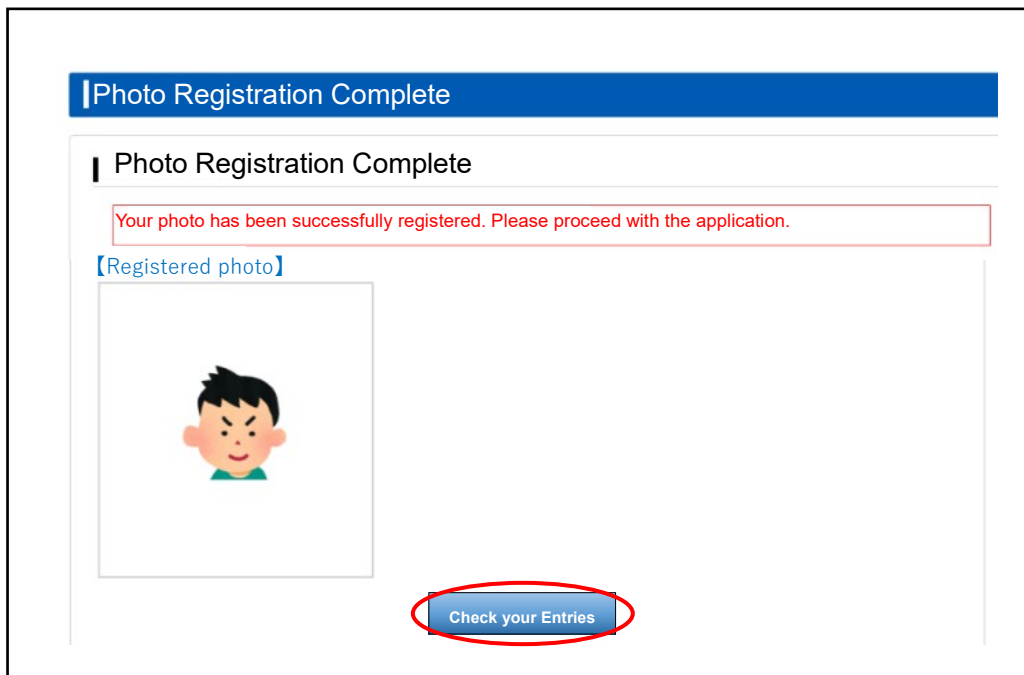


Fig. 2-8-1

(Step8 Pay Entrance Examination Fee)

If you click “Confirm application” button at the bottom of the guidance screen

1. Click “Confirm application” button at the bottom of the guidance screen. (Fig. 2-8-2)

利用案内
手続きを始める

学生募集要項

インターネット
出願マニュアル

よくある質問
お問い合わせ

English

Flow of Internet application

After checking the information necessary for applicants, such as the required qualification, application period, application procedure, selection process, and the date of examination, you should follow the procedure below to apply to the university.

STEP4. Sending or bringing the application documents

The applicants must send or bring the “documents you printed out in STEP3.(printed matter of the online registration)” and “other necessary documents” to the office of Kyushu Institute of Technology within the application period.

※Finishing the online registration only itself does not mean the completion of the application procedure.

FINISH! Application completed!

Agree to the handling of personal information

Application procedure

Confirm application

Fig. 2-8-2

2. Enter your date of birth, receipt number, and security code, and click “Next” (Fig. 2-8-3).

九州工業大学

S M T
Login Signup Dark

Application Confirmation

Enter to all fields in single-byte, and click "Next" button.

Date of Birth Year Month Day

Receipt Number

Security Code

Click [here](#) for make inquiry about receipt number or security code.

Close Next

Fig. 2-8-3

(Step8 Pay Entrance Examination Fee)

(2) Click the "Entry Payment Site" button in the check column on the application status screen (Fig. 2-8-4).

申し込み一覧

Date of Birth :
Receipt Number
Security Code :

受付番号	出願日時	試験区分	お支払い状況	各種確認
				Required Documents for application Photo Upload Entry Payment Site Checking mail Cancel the application

Fig. 2-8-4

(3) Choose a payment method for the entrance examination fee. After choosing, follow the instructions on the screen to complete the payment (Fig. 2-8-5).

九州工業大学大学院

お支払い方法を選んでください
Choose a payment method

今すぐお支払い完了 店舗・ATMでお支払い

クレジットカード
Credit card

コンビニ
Convenience Store

ネットバンキング
Internet Banking

ATM(ペイジー)
ATM (Pay-easy)

お支払い内容

店舗名 九州工業大学大学院

取引ID T2302020000000000000000083

お客様氏名 ●●●●●●●●

ご注文内容 入学検定料

金額 31,090 円

画面有効期限

Fig. 2-8-5

Step 9 Print and Submit Registered Application Documents

- (1) After completing the payment of examination fee (Step 8), go to the online registration website and click the “Confirm application” button at the bottom of the guidance screen (Fig. 2-9-1).

The screenshot shows a navigation bar with links: 利用案内 手続きを始める, 学生募集要項, インターネット 出願マニュアル, よくある質問 お問い合わせ, and English. Below is a section titled 'Flow of Internet application' with introductory text. The main section is 'STEP4. Sending or bringing the application documents', which includes instructions and a note. At the bottom, there is a 'FINISH!' banner, a checkbox for 'Agree to the handling of personal information', and two buttons: 'Application procedure' and 'Confirm application'. The 'Confirm application' button is highlighted with a red rectangular box.

Fig. 2-9-1

- (2) Enter your date of birth, receipt number, and security code, and click “Next” (Fig. 2-9-2).

The screenshot shows the 'Application Confirmation' page. At the top left is the Kyushu Institute of Technology logo and name. At the top right are language selection buttons (E, M, J) and theme selection buttons (Light, Stand, Dark). The main content area has a title 'Application Confirmation' and instructions: 'Enter to all fields in single-byte, and click "Next" button.' Below are three input fields: 'Date of Birth' (with Year, Month, and Day sub-fields), 'Receipt Number', and 'Security Code'. At the bottom, there is a link 'Click here for make inquiry about receipt number or security code.' and two buttons: 'Close' and 'Next'.

Fig. 2-9-2

(Step 9 Print and Submit Registered Application Documents)

- (3) Click the "Required Documents for application" button in the check column on the application status screen (Fig. 2-9-3).

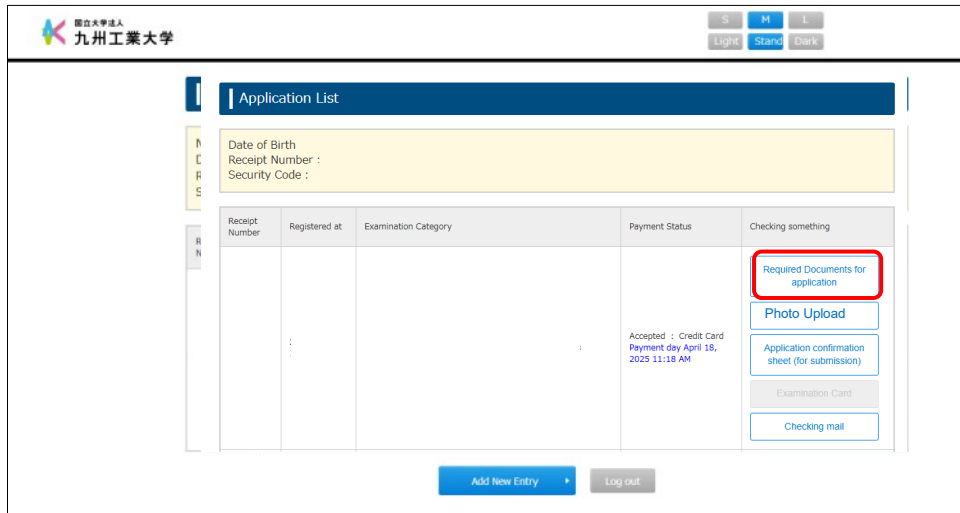


Fig. 2-9-3

- (4) Submit the listed application documents by the application deadline set forth in the application guidelines. Download and print the documents with the "Print Page" button (Fig. 2-9-4).

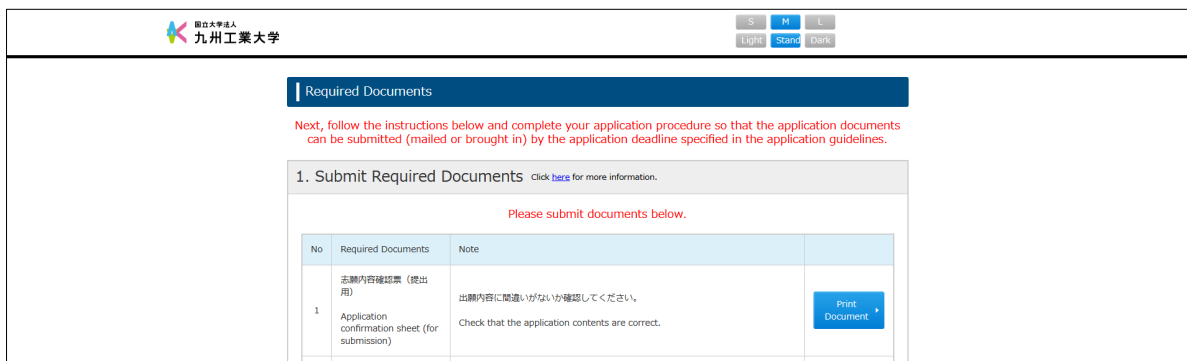


Fig. 2-9-4

Follow the below steps to download your examination card.

- (1) Go to the online registration website and click the “Confirm application” button at the bottom of the guidance screen (Fig. 3-1-1).

The screenshot shows a navigation menu at the top with options: 利用案内 手続きを始める, 学生募集要項, インターネット 出願マニュアル, よくある質問 お問い合わせ, and English. Below the menu is a section titled 'Flow of Internet application' with a sub-section 'STEP4. Sending or bringing the application documents'. The text in STEP4 explains that applicants must send or bring printed documents to the office. A 'FINISH!' banner indicates 'Application completed!'. Below this is a checkbox for 'Agree to the handling of personal information'. At the bottom, there are two buttons: 'Application procedure' and 'Confirm application', with the latter being highlighted by a red rectangular box.

Fig. 3-1-1

- (2) Enter your date of birth, receipt number, and security code, and click “Next” (Fig. 3-1-2).

The screenshot shows the 'Application Confirmation' form. At the top left is the Kyushu Institute of Technology logo and name. At the top right are language selection buttons (E, M, L) and theme selection buttons (Light, Stand, Dark). The form title is 'Application Confirmation'. Below the title is the instruction: 'Enter to all fields in single-byte, and click "Next" button.' The form contains three input fields: 'Date of Birth' (with Year, Month, and Day sub-fields), 'Receipt Number', and 'Security Code'. Below the input fields is a link: 'Click [here](#) for make inquiry about receipt number or security code.' At the bottom are 'Close' and 'Next' buttons.

Fig. 3-1-2

(3. Download Examination Card)

(3) Click the "Examination Card" button in the check column on the application status screen (Fig. 3-1-3). Print the downloaded examination card and bring it on the day of the examination.

Receipt Number	Registered at	Examination Category	Payment Status	Checking something
			Accepted : Credit Card Payment day	Required Documents for application Application confirmation sheet (for submission) Examination Card Checking mail

Fig. 3-1-3

Important Notice

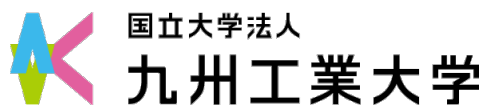
- You can download the examination card only after the date and time set forth by the application guidelines. Make sure to download your examination card within the specified period.
- Note that the Institute will not send you any examination card. Make sure to bring your examination card printed on A4 size paper on the day of the examination.
- Keep the printed copy of your examination card carefully after the examination. (It is needed to check your examinee seat number in the announcement of examination results.)

If you have any questions about online application, contact the following.

Contact Information

Graduate School of Engineering	Graduate School of Engineering, Graduate School Section +81-(0)93-884-3057 koh-daigakuin@jimu.kyutech.ac.jp
Graduate School of Computer Science and Systems Engineering	Graduate School of Computer Science and Systems Engineering, Graduate School Section +81-(0)948-29-7520 jho-daigakuin@jimu.kyutech.ac.jp
Graduate School of Life Science and Systems Engineering	Graduate School of Life Science and Systems Engineering, Graduate School Section +81-(0)93-695-6006 sei-nyushi@jimu.kyutech.ac.jp

If you have any questions about online application, make sure to contact the administrative office of the graduate school you apply for. Your questions will only be answered by the graduate school you apply for.



Graduate School of Kyushu Institute of Technology

Online Application Manual

- Special Admissions for International Students -