

Academic Year 2024 Application Guidelines

Special Selection (Entrance Examination for Fall Semester Entrance)

Department of Biological Sciences Faculty of Science

Read this application guidelines carefully before making an application.
Pay close attention to the application period and procedures.
All dates and times given in these Guidelines are in Japan time.

Schedule

Application period	April 15 (Mon) – 26 (Fri), 2024
Announcement of the first-stage screening results	May 17 (Fri), 2024
Second-stage of selection	June 17 (Mon), 2024
Announcement of successful applicants	July 3 (Wed), 2024



TOKYO METROPOLITAN UNIVERSITY

東京都立大学

December 2023

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Admissions Policies of Faculty of Science, Tokyo Metropolitan University

The faculty of Science aims to develop researchers and engineers who are full of creativity and ambition, are capable of discovering the structure of the natural world, and are willing to take on new challenges actively for the future of humanity. Therefore, the Faculty of Science seeks individuals with the following qualities:

1. Individuals who have basic academic skills to receive a bachelor's degree education based on the educational goals set in each department of the Faculty of Science and will continuously aim high and spare no effort in their study and research
2. Individuals who are full of intellectual curiosity, are willing to challenge the unknown, have abundant creativity, and can advance toward their study and research with great individuality
3. Individuals who possess the theoretical capability of recognition, have a deep interest in the present and future situations of nature and human society from a global standpoint, and are eager to contribute to finding and resolving their issues

Admission Policies of the Department of Biological Sciences

Biological science is the study of giving light to life mechanisms and considering the relationships between organisms and their environment and evolution. The Department of Biological Sciences welcomes the following students to develop study and research of biology and biological sciences together with us:

1. Individuals who like living organisms and are enthusiastic about experiments, observations, and research
2. Individuals who aim to acquire the abilities of research, planning, and implementation through the study of biological sciences
3. Individuals who wish to improve their English ability to perform internationally

I. Number of Students to be Admitted

Department of Biological Sciences, Faculty of Science A few

[Note 1] The length of study is four years.

[Note 2] No one may be selected depending on the selection results.

[Note 3] Students can graduate from the University by taking only the classes conducted in English.

II. Qualifications for Application

Applicants must meet all of the following criteria 1. to 3.

1. Applicants who meet any of the following (a) to (d)
 - (a) Applicants who have completed or are expected to complete 12 years of formal school education between April 1, 2024, and September 30, 2024
 - (b) Applicants who have completed or are expected to complete 12 years of school education from an educational institution accredited by an International Accreditation Organization (WASC, CIS, ACSD) between April 1, 2024, and September 30, 2024
 - (c) Applicants who have obtained or are expected to obtain either the “International Baccalaureate Diploma” (from the International Baccalaureate Organization, a corporate body funded in conformity with the Swiss Civil Code), the “Abitur Certificate”(recognized by each state in Germany as a university admission qualification), the “Baccalauréat diploma”(university admission qualification in France), or at least 3 A-Level subjects or 2 A-Level plus 2 AS-Level subjects (4 subjects in total) in the “General Certificate of Education Advanced Level” (a university admission qualification in the United Kingdom of Great Britain and Northern Ireland) between April 1, 2024 and September 30, 2024
 - (d) Applicants who have completed or are expected to complete an educational institution in Japan designated by the Minister of Education, Culture, Sports, Science and Technology as offering a course of study equivalent to foreign high school education between April 1, 2024, and September 30, 2024
2. Applicants who took a TOEFL iBT (Test of English as a Foreign Language) or IELTS (International English Language Testing System) Academic Module administered on and after October 1, 2022
[Note] Scores from any tests taken at home are not accepted.
3. Applicants who meet any of the following (a) to (c)
 - (a) Applicants who took an SAT Reasoning Test or ACT (+ Optional Writing Test) administered on or after October 1, 2022
 - (b) Applicants who have obtained or are expected to obtain the International Baccalaureate Diploma from the International Baccalaureate Organization. Mathematics and two subjects from chemistry, biology, and physics must be included in the six subject groups (Any level is acceptable.).
 - (c) Applicants who took the University Entrance Qualification Examination or Nationwide University Entrance Examination in a country other than Japan on and after October 1, 2022, and who are able to submit the transcript and an official explanation document on the examination. The examination must include science subjects, such as chemistry,

biology, and physics, as well as mathematics.

Those who fall under (c) above must contact the Admissions Division, Administrative Affairs Department of TMU before applying.

【Notes on qualification approval/ confirmation】

There are some cases where applications from international school graduates are not accepted, or it takes more time for the University to confirm their application qualifications. Please contact the Admissions Division, Administrative Affairs Department of TMU ahead of time.

III. Application Procedures

Applications are accepted by post. Pay the examination fee by referring to “IV. Payment for Examination Fee” (page 8) and send the necessary application documents by post to the designated mailing address.

1. **Application period**

April 15 (Mon) – 26 (Fri), 2024 (Documents are due NLT April 26 at 8:00 pm JST.)

Send to:

Admissions Division, Administrative Affairs Department of TMU
Tokyo Metropolitan University
1-1 Minami-Osawa, Hachioji-shi, Tokyo, Japan 192-0397

Examination fee payment will become available on March 25 (Mon), 2024.
Due to the short application period, documents can be mailed before April 15 (Mon). Any postal delay due to traffic conditions will not be considered. Send the application documents in time for the deadline.

2. Application documents

Download the required forms on the University's website. After completing the forms, print them on white A4 vertical papers.

The original copy must be submitted unless otherwise specified.

	Documents and certificates	Remarks
1	Application Form	After entering the required information, print out your Application Form.
2	Essay Form	Print out an Essay Form from the University's website. Write your motivation for applying and aspirations after enrollment in English clearly by hand.
3	Proof of qualifications for application (Criterion 1)	Submit documents/certificates to prove your qualifications for application (Criterion 1) (Refer to page 1.) and academic records specified in Append Table 1 on page 6.
4	Proof of qualifications for application (Criterion 3)	Submit documents/certificates to prove your qualifications for application (Criterion 3) (Refer to page 1.) specified in the Appended Table 2 on page 7.
5	Japanese or English translation of Certificate of Graduation, etc.	The Certificate of Graduation (Completion) /Certificate of Expected Graduation (Completion) written in a language other than Japanese or English <u>must attach its Japanese or English translation. (Translation may be done by the applicant.)</u> <u>Please include the following information in the translation.</u> <ul style="list-style-type: none"> · Name and contact information (telephone number and email address) of the translator
6	Japanese or English translation of Academic Transcript, etc.	The Academic Transcript written in a language other than Japanese or English <u>must attach its Japanese or English translation. (Translation may be done by the applicant.)</u> <u>Please include the following information in the translation.</u> <ul style="list-style-type: none"> · Name and contact information (telephone number and email address) of the translator. · Subject full names (if abbreviated) · Full marks for each subject · The grading system (grading scales and the clarification of assessment standards, etc.)
7	Official Scores Report of TOEFL iBT or IELTS	Request your TOEFL iBT Official Score Report or IELTS (Academic module) Test Report Form to be delivered to TMU by the end of the application period. (Refer to page 5.) If you submit TOEFL iBT scores, submit a document certifying that you have requested to send your official score report to TMU, such as a printout of the request completion email.
8	Proof of payment for the Examination fee	Refer to "IV. Payment for Examination Fee" (page 8) and submit a document to prove that you have paid the examination fee.

3. Important notes for application

- (1) Any documents arriving after the application period will not be accepted under any circumstances. Please send the application documents well in advance to meet the deadline. (Direct application to the University is not acceptable.)
- (2) Application documents must be sent as follows.
[For applicants in Japan]
Affix a color-printed “Address Label for Envelope” onto a self-prepared envelope (24×33.2 cm, A4 size) and send it by registered express mail 書留速達. Please obtain the “Address Label for Envelope” from the University’s website. If the mailing label is printed in black and white, trace the letters and lines of “Registered 書留” and “Express 速達” with a red pen.
[For applicants outside Japan]
Application documents must be sent by a tracking service such as EMS (Express Mail Service). Please write “Application documents enclosed” on the front of the envelope.
- (3) Applications from within Japan via parcel delivery service, motorcycle courier, etc. are not acceptable.
- (4) If there are any flaws in the application documents, the Admissions Division, Administrative Affairs Department of TMU will contact you by phone or email. (In principle, applicants living outside Japan will be contacted via email.) Incomplete application documents will not be accepted unless corrected and re-submitted within the application period.
- (5) After accepting application documents, the University will send applicants a notification email with their examinee’s number to the email address provided in the application form by May 7 (Tue), 2024. If you do not receive it, please contact the Admissions Division, Administrative Affairs Department of TMU on May 8 (Wed).
- (6) Any documents submitted will not be returned under any circumstances.
- (7) If any fraud is found in the application documents, certificates, etc., admission will be rescinded even after enrollment.
- (8) If you need assistance obtaining a student visa, changing your residence status to “student”, or extending your “period of stay in Japan” for enrollment in this University, submit the Student Visa Support Request Form together with other application documents.
- (9) Request official scores (TOEFL iBT Official Score Report, IELTS Test Report Form, SAT Reasoning Test Scores, ACT <+Optional Writing Test> Scores, IB Transcript of Results) to be sent directly to the University well in advance, considering the time required for mailing. For the TOEFL iBT scores, the Test Date Score is only valid, not My Best Score.
- (10) For any individual consideration related to physical disability at the time of examinations or during school attendance, contact the Admissions Division, Administrative Affairs Department of TMU. After the consultation, a form required for consideration (Request Application Form) must be submitted no later than February 9 (Fri), 2024, at 5:00 pm JST. Please note that the University may not be able to respond to a request made after the deadline. An early consultation is encouraged as it may take some time to respond to a request in some cases.

【 Sending test scores from the external testing organizations 】

The following test scores must be sent to Tokyo Metropolitan University directly from the testing organization.

- SAT Reasoning Test or ACT (+Optional Writing Test) Official Scores Report
- International Baccalaureate Transcript of Grades
- TOEFL iBT Official Score Report
- IELTS Test Report Form (Academic module)

[University's mailing address]

Department: Admissions Division, Administrative Affairs Department of TMU

University name: Tokyo Metropolitan University

Address: 1-1 Minami-Osawa, Hachioji-shi, Tokyo, Japan 192-0397

[Designated Institution (DI) codes for TMU]

- SAT Reasoning Test --- 6920
- ACT (+Optional Writing Test) --- 7774
- TOEFL --- 7169

Please select TMU as a college to be sent scores upon registration, or request to send scores after the test in the way designated by the testing organization.

Delivery may take up to 3 – 4 weeks for IELTS Test Report Form and 7 – 8 weeks for the rest after placing a request. Please have plenty of time for the procedure so that your test scores will reach the University by the end of the application period. For details, please contact the testing organizations.

[Appended Table 1]

List of Documents and Certificates to Prove Qualifications for Application - Criterion 1

The original copy must be submitted unless otherwise specified.

Qualification for application		Documents and certificates
Those who meet one of the followings: Criterion 1. (a), Criterion 1. (b), Criterion 1. (d)		<ul style="list-style-type: none"> • Certificate of Graduation (Completion) / Expected Graduation (Completion) [*] from the last school attended • Academic Transcript <p>[Note] The Academic Transcript should include academic records for the last 3 years out of 12 years of school education.</p> <p>[Only those who meet the Criterion 1. (b)]</p> <ul style="list-style-type: none"> • Submit a document (arbitrary format) certifying that the school is accredited by an international evaluation organization (WASC, CIS, ACSI).
Those who meet Criterion 1. (c)	International Baccalaureate Diploma holder	<ul style="list-style-type: none"> • Photocopy of the International Baccalaureate Diploma • Transcript of Grades (Refer to page 5 for submission instructions.)
	International Baccalaureate Diploma <u>expected</u> holder	<ul style="list-style-type: none"> • Certificate of Prospective Acquisition of International Baccalaureate Diploma [*] issued by the principal or diploma program coordinator of the school attending/ attended • IB Predicted Grades or Anticipated Grades
	Abitur certificate holders/ expected holder	<ul style="list-style-type: none"> • Photocopy of the Zeugnis der Allgemeinen Hochschulreife (Certificate of General Qualification for University Entrance) or Certificate of Prospective Acquisition [*] • Transcript
	Baccalauréat Diploma holder/ expected holder	<ul style="list-style-type: none"> • Photocopy of the Baccalaureate Diploma (Diplôme du Baccalauréat de l'Enseignement du Second Degré) or Certificate of Prospective Acquisition [*] • Transcript of Grades
	GCE Advanced Level holders/ expected holder	<ul style="list-style-type: none"> • Certificate of the Results of GCE (at least 3 A-Level subjects or 2 A-Level plus 2 AS-Level subjects <4 subjects in total>) or Certificate of Prospective Acquisition [*]

[Note]

Documents/certificates marked with an asterisk [*] can be in an arbitrary format. If your school doesn't have a specified form, use the one designated by the University.

[Appended Table 2]

List of Documents and Certificates to Prove Qualifications for Application - Criterion 3

The original copy must be submitted unless otherwise specified.

Qualification for application		Documents and certificates
Those who meet Criterion 3. (a)		<ul style="list-style-type: none"> • Official Score Report of SAT Reasoning Test or ACT (+Optional Writing Test) (Refer to page 5 for submission instructions.)
Those who meet Criterion 3. (b)	International Baccalaureate Diploma holder	<ul style="list-style-type: none"> • Photocopy of International Baccalaureate Diploma • Transcript of Grades (Refer to page 5 for submission instructions.)
	International Baccalaureate Diploma <u>expected</u> holder	<ul style="list-style-type: none"> • Certificate of Prospective Acquisition of International Baccalaureate Diploma [*] issued by the principal or diploma program coordinator of the school attending/ attended • IB Predicted Grades or Anticipated Grades <p>After submission of the above documents, submit (1) Transcript of Grades by July 26 (Fri), 2024. If unable to do so, submit (2) Certificate of Grades of IB Final Examinations in 6 Subjects (arbitrary format) issued by the principal or diploma program coordinator of the school attending/ attended by July 26 (Fri), 2024.</p> <p>If the University does not receive the document (1) or (2) by the deadline or an applicant applying as a prospective IB diploma holder fails to obtain the diploma by September 30, 2024, the admission shall be revoked. The admission may also be revoked when an applicant applying as a prospective IB diploma holder receives lower IB scores and grades than predicted at the time of application.</p>
Those who meet Criterion 3. (c)		<ul style="list-style-type: none"> • Transcript of the examination taken and an official document related to the examination <p>If the official document is not available, present the examination's official website URL.</p> <p><u>Attach a Japanese or English translation</u> to the transcript and document written in a language other than Japanese or English. <u>(Translation may be done by the applicant.) Please include the translator's name and contact information (telephone number and email address) in the translation.</u></p>

[Note]

The certificate marked with an asterisk [*] can be in an arbitrary format. If your school doesn't have a specified form, use the one designated by the University.

IV. Payment for Examination Fee

1. Apply online on the following “e-shiharai net” website in advance and pay either at a convenience store, at a Payeasy compatible ATM, by internet banking, by credit card, or with UnionPay Online Payment. For payment outside Japan, only credit card and UnionPay online payments are acceptable.

[Japanese website] <https://e-shiharai.net/>

[English website] <https://e-shiharai.net/ecard/>

For details, please see the separate sheet for your preferred payment method.

[For payment inside Japan on the Japanese website]

- ・ 東京都立大学 秋季入学入試（10月入学）E-支払いサービスを利用する場合の入学考査料払込方法

[For payment outside Japan on the Japanese website]

- ・ 東京都立大学 秋季入学入試（10月入学）E-支払いサービスを日本国外から利用する場合の入学考査料払込方法

[For payment outside Japan on the English website]

- ・ Entrance Examination for Fall Semester Entrance, Tokyo Metropolitan University, Examination Fee Payment Method (for Applicant from outside of Japan)

After the payment, complete the payment procedures by following the instructions below.

[Payment on the Japanese website]

Detach the “Payment Certificate” portion of the “Handling Statement of Entrance Examination/ Screening Fee”, paste it on the “Attachment Sheet for the Entrance Examination Fee Receipt”, and submit it together with the application documents. Please download and print out the “Attachment Sheet for the Entrance Examination Fee Receipt” from the University’s website.

[Payment on the English website]

Submit a printout of the “Payment Result” together with the application documents.

2. Payment must be completed between March 25 (Mon), 2024, and April 26 (Fri), 2024. Even if the payment is completed within this period, the application will not be accepted unless the required application documents arrive at the University by 8:00 pm JST on April 26 (Fri), 2024.
3. The Examination fee is 17,000 Japanese yen. An administrative fee will be charged separately.
4. The examination fee will not be returned after processing the application. Please make the payment after due consideration of the application.
5. For examination fee exemption for natural disaster victims, please see the last page of these Guidelines or the University’s website at <https://www.tmu.ac.jp/entrance/faculty/outline/15374.html> (Japanese site). (Academic Year 2024 Undergraduate Entrance Examination)
6. A refund for the entrance examination fee can be claimed if you have paid the fee but did not apply or have made a double payment by mistake. See the University’s website at https://www.tmu.ac.jp/campuslife_career/expenses.html (Japanese site) or contact the Admissions Division, Administrative Affairs Department of TMU for details. (See “IX Contacts” in these Guidelines.)

V. Selection Process

1. Selection method for the first stage of selection

The first stage of selection is conducted based on the following documents.
The number of successful applicants from the first stage is a maximum of 10.

- (1) a. SAT Reasoning Test or ACT (+ Optional Writing Test) scores
- b. International Baccalaureate final examination scores
- c. University Entrance Qualification Examination or Nationwide University Entrance Examination scores
- (2) TOEFL iBT or IELTS scores
- (3) Application Essay (Essay form)

2. Announcement of successful applicants from the first stage of selection

Date: May 17 (Fri), 2024 at 2:00 pm JST

How: Successful applicants from the first stage of selection will be announced on the University's website at <https://www.tmu.ac.jp/>.

(The examinee's number of successful applicants will be posted on the list.)

Those who will proceed to the second stage of selection must read the Examination Guidelines on the University's website.

Those who have not passed the first stage of selection should follow the procedure for a partial refund of the entrance examination fee (13,000 Japanese yen) by referring to the instructions on the University's website.

The university will send the Examination Card to those who will proceed to the second stage to their email address provided in the application form. If you do not receive it on May 17 (Fri), please contact the Admissions Division, Administrative Affairs Department of TMU by May 20 (Mon).

3. The second stage of selection

An individual interview examination (oral examination included) in English or Japanese will be conducted as below. For the detailed meeting time and place, please see the Examination Guidelines.

Date: June 17 (Mon), 2024 [Substitute examination-day*: June 22 (Sat) or 23 (Sun)]

* Substitute examination-day is set as above if the interview examination cannot be held on the selected date due to unforeseen circumstances.

Place: Minami-Osawa Campus, Tokyo Metropolitan University

[Important points for the interview examination]

- (1) Read the Examination Guidelines carefully beforehand.
- (2) Bring your Examination Card/ Photo Card and photo-bearing identification document (original copy, issued by a public authority and within the validity period). Detailed information will be provided in the Examination Guidelines.
- (3) The University will not be liable for travel arrangements for the interview examination conducted on the Minami-Osawa Campus, Tokyo Metropolitan University.

4. Decision of final successful applicants

The final successful applicants will be determined based on a comprehensive evaluation of the first stage of selection score, interview results, and submitted grades. However, no one may be selected depending on the selection results.

VI. Announcement of Final Successful Applicants

1. Announcement

Date: July 3 (Wed) 2024 at 2:00 pm JST

How: A list of successful applicants will be posted on the University's website at <https://www.tmu.ac.jp/> for seven days only, starting from the time of announcement.

2. Letter of Acceptance

The University will send successful applicants a Letter of Acceptance and instructions for admission procedures to the email address provided in the application form. If you do not receive it by July 4 (Thu), please contact the Admissions Division, Administrative Affairs Department of TMU on July 5 (Fri).

3. Important notes on the announcement of successful applicants

- (1) Any result inquiries by telephone, email, post, etc. are not acceptable.
- (2) The University does not offer a result notification in a way other than that mentioned above. The University has nothing to do with anyone who attempts to call in outside the campus on the examination day.

VII. Admission Procedures after Passing the Examination

1. Admission procedure

Please follow the instructions provided with the Letter of Acceptance and complete the admission procedure.

Admission deadline: August 22 (Thu), 2024 (Documents are due NLT August 22.)

2. Admission and tuition fees

(1) Admission fee

- Resident of Tokyo: 141,000 Japanese yen (tentative amount)
- Others: 282,000 Japanese yen (tentative amount)

[Notes]

- Should the fee be revised in the future, the revised price shall apply.
- To be eligible for the resident classification, an applicant or their spouse/relative of the first degree must have resided in Tokyo continuously for over one year before enrollment (from October 1, 2023, to October 1, 2024). The decision on granting the eligibility requires the applicant's "Certificate of Items Stated in Resident Register 住民票記載事項証明書" (if the applicant is a Tokyo resident) or the "Certificate of Items

Stated in Resident Register 住民票記載事項証明書” and “Extract of Family Register 戸籍抄本” of the applicant’s spouse or relative living in Tokyo.

(2) Tuition fee

Annual amount: 520,800 Japanese yen (tentative amount)

[Notes]

- Should the tuition fee be revised while attending the University, the revised price shall apply.
- The tuition fee should be paid semiannually by bank account transfer. Half of the annual tuition fee is charged from the bank account on the designated date in October and May, respectively.

For full details on the admission and tuition fees payment, please see the University’s website at https://www.tmu.ac.jp/campuslife_career/expenses.html (Japanese site).

A tuition fee reduction/exemption system is available to students. For details, please see the website of the Student Affairs Division, Administrative Affairs Department of TMU at <https://gs.tmu.ac.jp/exemption/> (Japanese site).

3. Important notes on post-acceptance and post-enrollment procedures

- (1) In principle, a person residing in Japan must be registered as the guarantor for the admission procedure. However, if you wish to register a person living other than in Japan, the “contact person in Japan” must be separately appointed in case of an emergency. If you do not have one, please contact the Admissions Division, Administrative Affairs Department of TMU.
- (2) Those who fail to complete admission procedures by the designated date will lose the rights of the successful applicants.
- (3) No admission fee will be returned once the admission procedure is completed.
- (4) Those who have completed all admission procedures will receive a notification from the University to their email address provided in the application form.
- (5) If those who have completed admission procedures fail to graduate from high school, etc., their admission to the University shall not be permitted.
- (6) Those who enrolled through this selection may be restricted from changing their affiliation (department/ faculty).

VIII. Handling of Personal Information

Tokyo Metropolitan University handles personal information strictly in accordance with laws and regulations as follows:

1. Personal information obtained through this admission selection, including applicants' names, addresses, entrance examination results, etc., will be used for the screening (processing applications, administrating section, conducting selection, and announcing successful applicants) and admission procedures. Additionally, data obtained through this admission selection will be utilized for improvement of the quality of students' learning and life at the university, analysis and improvement of admission selections, and analysis of public relations activities, together with the results of follow-up surveys for students' academic performances after enrollment and career pathway after graduation. The results of the survey and analysis may be published inside and outside of the university after being converted into a format that individuals are not identified.
2. Personal information of successful applicants, including names, addresses, entrance examination results, etc., obtained through this selection will be used for the procedures concerning a) academic affairs (school register, educational guidance, affiliation change, etc.), b) student support service (healthcare, employment support, tuition fee reduction/exemption, scholarship application, etc.), and c) clerical work for tuition collection.
3. All or some of the operations stated in 1. and 2. above may be outsourced to an agency under the strict and proper supervision of the university, taking necessary measures to maintain the confidentiality of the personal information.
4. To protect personal and private information, any documents and data that contain applicants' personal information obtained through this admission selection will be strictly concealed and not be used for purposes other than those stated above.

IX. Contacts

Office hours:

9:00 am - 5:00 pm (break 12:30 pm - 1:30 pm) (excluding weekends and national holidays)

Inquiry details	Relevant section	Telephone number and email address
<ul style="list-style-type: none"> ● Application ● Selection 	Admissions Division, Administrative Affairs Department of TMU	042-677-1111 (Rep) Ext: 2214 (Ext 2207 for inquiries in English) admission-tokubetsu●jmj.tmu.ac.jp
<ul style="list-style-type: none"> ● Admission procedure ● Examination fee refund 	Academic Affairs Section of Science, Academic and Student Affairs Division of Sciences, Administrative Affairs Department of TMU	042-677-2444 (Direct) rikou.r●jmj.tmu.ac.jp
<ul style="list-style-type: none"> ● Admission and tuition fees reduction and exemption 	Student Welfare Section, Student Affairs Division, Administrative Affairs Department of TMU	042-677-2373 (Direct) genmen-bunnou●jmj.tmu.ac.jp

Please change “●” to “@” to send an email.

【 Examination Fee Exemption for the Natural Disaster Victims 】

Applicants affected by the following natural disasters will be exempted from the entrance examination fee.

1. Targeted natural disasters

- (1) Great East Japan Earthquake (2) 2020 July Heavy Rain

2. Eligible persons

- (1) An applicant or a person chiefly bearing their school expenses after enrollment, who was living in one of the “areas designated under the Disaster Relief Act” as of the day of the disaster and falls under one of the following conditions
- A Disaster Victim Certificate can be acquired.
 - The person mainly bearing the applicant’s school expenses died or has been missing.
[Note] “Areas designated under the Disaster Relief Act” exclude the municipalities in Tokyo, where the Disaster Relief Act applies to those having difficulty returning home.
- (2) An applicant or a person chiefly bearing their school expenses after enrollment, whose residence area registered as of March 11, 2011 has been designated as either a difficult-to-return zone, restricted residence area, zone in preparation for the lifting of the evacuation order, or deliberate evacuation area due to the accident at the Fukushima No. 1 Nuclear Power Plant

3. Application method

Submit the following documents by the end of the specified application period. **Please refrain from paying the examination fee.**

- Application Form for Examination Fee Exemption (prescribed form by the University)
- One of the following certificates (A photocopy is acceptable.)
 - Disaster Victim Certificate (For those applied to (1) a. in “2. Eligible persons”)
 - A document certifying the loss or missing of the person mainly bearing the applicant’s school expenses (For those applied to (1) b. in “2. Eligible persons”)
 - A document certifying that the residence area registered as of March 11, 2011 has been designated as either a difficult-to-return zone, restricted residence area, zone in preparation for the lifting of the evacuation order, or deliberate evacuation area (For those applied to (2) in “2. Eligible persons”)

Please obtain the prescribed application form on the University’s website at <https://www.tmu.ac.jp/entrance/faculty/outline/15374.html> (Japanese site).

[Contact]

Admissions Division, Administrative Affairs Department of TMU

Tel: 042-677-1111 (Rep) Ext: 2238

E-mail: admission-tokubetsu●jmj.tmu.ac.jp

東京都立大学 秋季入学入試（10月入学） E-支払いサービスを利用する場合の入学考査料払込方法

入学考査料はコンビニエンスストア、ペイジー対応のATMやネットバンキング、クレジットカード、銀聯ネット決済(China UnionPay)で24時間いつでも払い込みが可能です。

1 Webで事前申込み

画面の指示に従って必要事項を入力し、お支払いに必要な番号を取得。



<https://e-shiharai.net/>



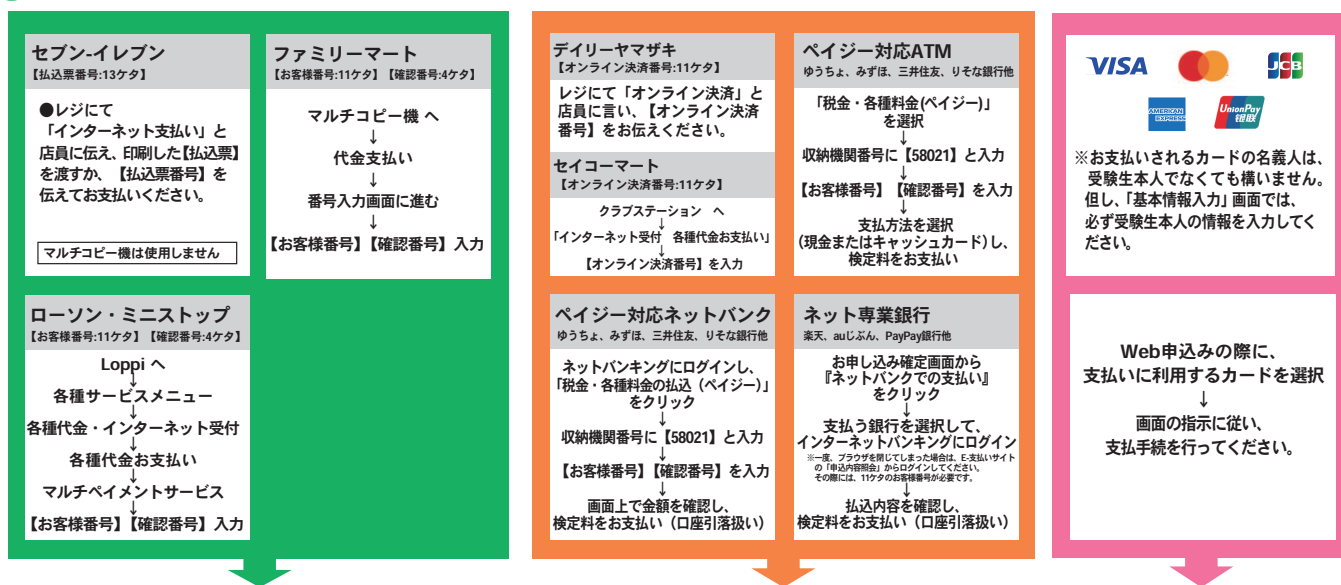
学校一覧から、**東京都立大学（日本国内からの出願者専用）**を選択してください。

※番号取得後に入力ミスに気づいた場合はその番号では支払いを行わず、もう一度入力し直して、新たな番号を取得してお支払いください。支払い期限内に代金を支払わなかった入力情報は、自動的にキャンセルされます。

※カード決済完了後の修正・取消はできません。申込みを確定する前に内容をよくご確認ください。

2 お支払い

- 入学考査料はコンビニATMでは振込はできません。
- 下記の方法でお支払いの場合、収入印は押印されません。



レジで代金を支払い、「入学検定料・選考料取扱明細書」を受け取ってください。

支払い完了後、E-支払いサイトの「申込内容照会」にアクセスし、受付完了時に通知された【受付番号】と【生年月日】を入力して【収納証明書】を印刷してください。
※スマートフォンでお申し込みされた方は、プリンタのある環境でご利用ください。

3 出願

「入学検定料・選考料 取扱明細書」の「収納証明書」部分を切り取り、入学志願票の所定欄に貼る。



■注意事項

- 出願期間を学生募集要項でご確認のうえ、締切に間に合うよう十分に余裕をもってお支払いください。
- 支払最終日のシステム対応は、23:30まで、「Webサイトでの申込み」は23:00までとなります。クレジットカードでのお支払いの場合、Webサイトでのお申し込みと同時に支払いが完了します。
- カード審査が通らなかった場合は、クレジットカード会社へ直接お問い合わせください。
- セブン-イレブン、ローソン、ミニストップ、ファミリーマート以外でお支払いの方は、支払い完了後、E-支払いサイトトップ画面の「申込内容照会」にアクセスし、【収納証明書】を印刷して出願書類に貼付してください。
- 「申込内容照会」で収納証明書が印刷できるのは、セブン-イレブン、ローソン、ミニストップ、ファミリーマート以外でお支払いされた場合に限りです。
- 一度お支払いされた入学考査料は、一切返金できませんのでご注意ください。
- 入学考査料の他に事務手数料が別途かかります。詳しくはWebサイトをご確認ください。

「入学考査料納入」についてのお問い合わせは、コンビニ店頭ではお答えできません。詳しくはサイトをご確認ください。

<https://e-shiharai.net/>

東京都立大学 秋季入学入試（10月入学）

E-支払いサービスを日本国外から利用する場合の入学検査料払込方法

検定料は、クレジットカード、銀聯ネット決済(China UnionPay)で24時間いつでも払い込みが可能です。

1 パソコンで下記にアクセス

画面の指示に従って必要事項を入力してください。



<https://e-shiharai.net/>



学校一覧から、**東京都立大学 (公立大学法人)(日本国外からの出願者専用)** を選択してください。

※カード決済完了後の修正・取消はできません。申込を確定する前に、内容をよくご確認ください。

2 お支払い

クレジットカードの場合



Web申込みの際に、支払に利用するカードを選択し、画面の指示に従い、支払手続を行ってください。

※お支払いされるカードの名義人は、受験生本人でなくても構いません。但し、「基本情報入力」画面では、必ず受験生本人の情報を入力してください。

銀聯カードの場合



専用画面に推移します。画面の指示に従って、支払いを完了してください。

※お支払いされるカードの名義人は、受験生本人でなくても構いません。但し、「基本情報入力」画面では、必ず受験生本人の情報を入力してください。

支払い完了後、E-支払いサイトの「申込内容照会」にアクセスし、受付完了時に通知された[受付番号]と[生年月日]を入力して【**収納証明書**】を印刷してください。※プリンタのある環境が必要です。

3 出願

印刷した「入学検定料・選考料取扱明細書」の「**収納証明書**」部分を切り取り、貼付用台紙の所定欄に貼る。



■注意事項

- 出願期間を入試要項でご確認のうえ、締切に間に合うよう十分に余裕をもってお支払いください。
- カード審査が通らなかった場合は、カード会社へ直接お問い合わせください。
- 一度お支払いされた検定料は、一切返金できませんのでご注意ください。
- 支払最終日の「Webサイトでの申込み」は、23:00までとなります。
- 検定料の他に、事務手数料が別途かかります。詳しくはWebサイトをご確認ください。

Entrance Examination for Fall Semester Entrance Tokyo Metropolitan University

Examination Fee Payment Method (for Applicant from outside of Japan)

You can pay the Examination Fee by using
Credit Card, Union Pay.



Access

<https://e-shiharai.net/ecard/>



Web Application - Online Transaction

1. Top Page

Click "Examination Fee".

2. Terms of Use and Personal Information Management

Please read the Terms of use and Personal Information Management.
Click "Agree" button located in the lower part of this page if you agree with these terms.
Click "Not agree" button located in lower part of this page if you do not agree with these terms.

3. School Selection

Click "Tokyo Metropolitan University (Undergraduate School)".

4. School Information

Read the information carefully and click "Next".

5. Category Selection

Choose first to fourth selection and add to basket.

6. Basket Contents

Check the contents and if it is OK, click "Next".

7. Basic Information

Input the applicant's basic information.
Choose your credit card and click "Next".

Paying by Credit Card

Input Credit Card Number (15 or 16-digits), Security Code and Expiration Date.

All of your application information is displayed. Check and click "Confirm".

Click the "Print This Page" button and print out the "Result" page.

Paying by Union Pay

All of your application information is displayed. Check and click "Confirm".

Follow the onscreen instructions to complete the card payment. Please write down the "Receipt Number" given when you complete your application.

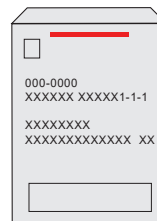
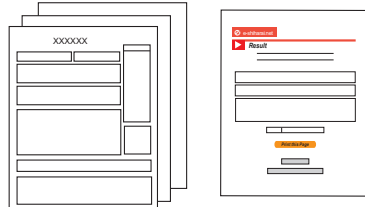
Please click the "Application Results" button in the upper part of this site (e-shiharai.net).

Input enter your "Payment Method", "Receipt Number" and "Birth Date". Please make sure your printer is ready.

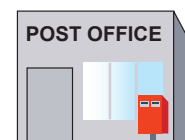
Please print out the "Payment Inquiry - Inquiry result" page.

Enclose the printed "Result" page in an application envelope with other necessary application documents.

Necessary application documents



Mail it from Post office



Application

[NOTICE/FAQ]

- During payment periods and application periods mentioned in the application documents, you can make a payment anytime. Please confirm from application documents and complete payment in time for the application period.
- On the last date of the payment period, please finish card settlement procedure by 11:00pm Japan time.
- Please note that refund is not possible once you have made a payment of Entrance examination fee.
- A fee is added to Examination fee. For further info, please visit our website.
- It is possible to use a card which carries a name different from that of the applicant. However, please make sure that the information on the basic information page is the applicant's information.
- If you did not print out "Result" page, you can check it later on Application Result page. Please enter "Receipt Number" and "Birth Date" to redisplay.
- Please directly contact the credit card company if your card is not accepted.

For questions or problems not mentioned here, please contact :

E-Service Support Center Tel : +81-3-5952-9052 (24 hours everyday)