

Enrollment in October 2024

Graduate School of Economics, Osaka University

Doctoral Program

Application Guidelines

Graduate School of Economics, Osaka University

Address: 1-7 Machikaneyama-cho, Toyonaka, Osaka 560-0043

URL: <http://www.econ.osaka-u.ac.jp/>

Access:

Hankyu Railway Takarazuka Line: 15-minute walk from Ishibashi Handaimae Station.

Osaka Monorail: 10-minute walk from Shibahara Handaimae Station.

Enrollment in October 2024

Graduate School of Economics, Osaka University Application Guidelines for the Doctoral Program

Admissions Policy for the Graduate School of Economics

<Ideal Candidates>

Based on Osaka University's admission policy, the Graduate School of Economics uses a variety of methods to select candidates. We seek talented individuals with the fortitude and logical thought process needed to systematically grasp the most groundbreaking knowledge in fields of economics and business administration. These individuals should be able to put specialized knowledge into practice, possess the intellectual curiosity needed for their education, and innovatively and originally solve problems from start to finish. They should also have the ability to communicate, including in English.

<Basic Policy on Applicant Selection>

In order to recruit the type of students as described above and to ensure a diverse student body, we will hold an entrance examination so that we can appropriately identify well-rounded individuals with comprehensive knowledge and abilities, individuals who have advanced specialized knowledge and abilities, and individuals who have a particularly strong spirit of inquiry and initiative.

<Relationship between selection method and qualities/abilities>

Since the focus of doctoral programs is on training researchers with cutting-edge knowledge, the expertise acquired from a master's program, proficiency in analytical methods, logical thinking ability, and the ability to share research results with a broader audience in English are determined via an oral examination during the selection of candidates for doctoral programs. Furthermore, a master's thesis must be submitted along with the application for admission (alternatively, a research paper can also be submitted). The academic potential of applicants' research theme toward the creation of a doctoral thesis, as well as their research capabilities, will be determined through an assessment of the submitted paper and research proposal.

Please be sure to check the website of the Graduate School of Economics (<http://www.econ.osaka-u.ac.jp/>) as information on the impact of unforeseen circumstances on entrance examinations, and responses to those circumstances, will be posted there as deemed necessary.

1. Department and Admission Quota

Department	Admission Quota
Economics	A few
Business and Management	A few

2. Application Qualifications

Applicants who meet any of the following criteria are eligible to apply for the Doctoral Program.

- (1) Those who have earned, or expect to earn (by September 30, 2024) a master's degree or an equivalent professional degree.
- (2) Those who have earned, or expect to earn (by September 30, 2024) a master's degree or an equivalent professional degree in a country other than Japan.
- (3) Those who have earned, or expect to earn (by September 30, 2024) a master's degree or an equivalent professional degree in Japan, by completing correspondence courses in Japan that are administered by a foreign educational institution.
- (4) Those who have earned, or expect to earn (by September 30, 2024) a master's degree or an equivalent professional degree from a recognized institution in a foreign country. The foreign educational institution should be one designated as being equivalent to a foreign graduate school by the Ministry of Education, Culture, Sports, Science and Technology (MEXT).
- (5) Those who have earned, or expect to earn (by September 30, 2024) a degree equivalent to a master's degree from the United Nations University.
- (6) Those who have completed a course at an educational institution specified in (4) or at the United Nations University; who have passed an examination and screening equivalent to that prescribed in article 16-(2) of the Standards for Establishment of Graduate Schools; and whose academic capabilities are deemed, or expect to be deemed.
- (7) ① The applicant must have graduated from a university and should then have conducted research for at least two years at a university or research institution in Japan or in a foreign country, and must be recognized, on the basis of this research, as possessing academic abilities equivalent or superior to those holding master's degree by the Osaka University Graduate School of Economics.
② The applicant must have completed 16 years of formal study in a foreign country, or completed correspondence courses in Japan that are administered by a foreign educational institution and have thereby completed 16 years of formal study in a foreign country. The applicant should then have conducted research for at least two years at a university or research institution in Japan or in a foreign country, and must be recognized, on the basis of this research, as possessing academic abilities equivalent or superior to those holding master's degree by the Osaka University Graduate School of Economics.
- (8) Those who are at least 24 years of age as of September 30, 2024, and can be recognized, by passing the "Preliminary Eligibility Screening" conducted by the Osaka University Graduate School of Economics, as possessing academic abilities equivalent or superior to those holding a master's degree or professional degree.

(Important Notes)

Applicants who fall under application qualifications No. (6), (7), or (8) must go through the necessary procedures, as the “Preliminary Eligibility Screening” is required. (Refer to “* Preliminary Eligibility Screening” for details.)

* Preliminary Eligibility Screening

(1) Applicants undergo the “Preliminary Eligibility Screening”
Applicants under application qualifications No. (6), (7), or (8):

(2) List of Necessary Documents for Preliminary Eligibility Screening

Application Qualification	Necessary Documents		Format	Notes
Application Qualifications (6)	①	Preliminary Eligibility Screening Form for Application Qualification	form provided	Please fill out the designated form and print it using A4 size paper.
	②	Confirmation Document of Successful Examination (proof)		It should be signed by the head of the educational institution the applicant attended in the following format: [Sample of Format] I hereby confirm that student XXXX of YY University has passed (the name of examination) and attained a level of scholarship equal to or superior to that of a master’s graduate. I enclose the attached documents below regarding the examination. [Sample of Attached Documents] - Criteria for passing the examination. - Documents showing the relationship between the requirements of a master’s degree at the university and the results of the examination. - Documents showing the relationship between the management of the program that awards doctoral degrees at the university to someone who possesses a master’s degree from another university (who has enrolled in their university) and those who pass the examination.
Application Qualifications (7)	①	Preliminary Eligibility Screening Form for Application Qualification	form provided	Please fill out the designated form and print it using A4 size paper.
	②	University Graduation Certificate (or Certificate of Completion)	【in Japanese or English】	Original ONLY
	③	Transcripts	【in Japanese or English】	Original ONLY

	④	Research Proposal	form provided	Please fill out the designated form and print it using A4 size paper.
	⑤	Master's Thesis or Equivalent Academic Paper		Three copies Written in Japanese or English.
Application Qualifications (8)	①	Preliminary Eligibility Screening Form for Admission Qualification	form provided	Please fill out the designated form and print it using A4 size paper.
	②	University Graduation Certificate (or Certificate of Completion)	【in Japanese or English】	Original ONLY
	③	Transcripts	【in Japanese or English】	Original ONLY
	④	School Regulations and Syllabus (or anything equivalent)		If in a foreign language, please provide a Japanese translation
	⑤	Resume	Free Format	Work history or Research experience in any format if you have.
	⑥	Documents Showing Practical Business Experience or Experience Abroad	Free Format	Only when applicable in any format.
	⑦	Statement of Purpose	Free Format	Less than three pages on A4 paper (297 mm x 210 mm).
	⑧	Research Proposal	Form provided	Please fill out the designated form and print it using A4 size paper.
	⑨	Academic Papers Written in Japanese or English		Two copies

(Notes)

- ① Credentials of overseas universities are accepted in Japanese or English. However, this restriction is inapplicable if a translation verifying the public institution (excluding schools or educational corporations) is attached. Applicants may also be required to submit additional relevant documents if necessary.
- ② Once application documents are received, we do not return them to the applicant unless the documents have been received after the deadline or incorrectly filled out.

(3) Application Period for the “Preliminary Eligibility Screening”

Monday, May 13, - Friday, May 17, 2024, 5:00 p.m.

(All applications for Preliminary Eligibility Screening must be received within this period.)

* Please insert an application form for “Preliminary Eligibility Screening” and other relevant documents to an envelope (24cm×33cm) and send by registered mail or “Letter Pack Plus”, which is hand-delivered and requires the recipient’s confirmation in person. Please send the documents as soon as possible so that they will be received by the deadline. We do not accept any documents if they are personally delivered or incorrectly filled out. Also, please write the following on the envelope in red: “Graduate School of Economics Doctoral Program Preliminary Screening Documents Contained Within.”

(4) Mailing Address for “Preliminary Eligibility Screening”

Educational Affairs Section, Graduate School of Economics, Osaka University
1-7 Machikaneyama-cho, Toyonaka, Osaka 560-0043

(5) Result Notification

The result of the “Preliminary Eligibility Screening” will be mailed directly to the applicant by Friday, May 31, 2024.

◇ Please contact the Educational Affairs Section, Graduate School of Economics, Osaka University in case of non-delivery.

E-mail: ouecon-kyoumu@office.osaka-u.ac.jp

3. Application Fee

Please pay the application fee by the Application Fee Payment System. The amount of payment and the payment period are as follows. Please refer to the appendix page [How to Pay the Application Fee by the Application Fee Payment System] for more details.

* Not required for those who will enroll as a Japanese Government (MEXT) Scholarship student.

* Not required for those who expect to complete the master’s course at Osaka University or the professional degree course at Osaka University Law School in September, 2024 and will continue studying at the doctoral level.

【Application Fee】 30,000 Japanese Yen

※System operation fee will be charged separately.

【Payment Period】 Monday, June 3, 2024, 10:00 a.m. ~Thursday, June 13, 2024, 5:00 p.m.

4. Application Documents

* List of Necessary Documents for Admission

	Necessary Documents	Format	Notes
1	Application for Admission	form provided	Please fill out the designated form and print it using A4 size paper.
2	Receipt of Application Fee Payment	form provided	After the payment is completed, the Receipt of Application Fee Payment (PDF) will be downloadable. Please download and print it in A4 size. Please refer to 3. Application Fee and appendix page [How to Pay the Application Fee by the Application Fee Payment System] for more details.
3	Transcripts	【in Japanese or English】	Master's degree transcripts Original Copy. Not applicable for those who have already submitted transcripts for Preliminary Eligibility Screening.
4	Master's Degree Certificate of (Expected) Completion	【in Japanese or English】	The date, month, and year of enrollment should be noted on the certificate (Not necessary if they are noted on the transcript). Those who have graduated from a foreign university must submit a degree certificate issued by their foreign university as well. (Original Copy) Not applicable for those who have already submitted transcripts for Preliminary Eligibility Screening.
5	Research Proposal	form provided	Please fill out the designated form and print it using A4 size paper.
6	Master's Thesis or Equivalent Academic Paper		Three copies Must be written in Japanese or English.
7	Original Copy of an Official Score Report of Either TOEFL, TOEIC or IELTS		Please refer to appendix page [TOEFL, TOEIC, or IELTS Score Report] and follow the procedures.
8	Admission Ticket, Photo Label, and Two Recent ID Photographs	form provided	Please fill out the designated form, print it on an A4 size paper, and attach the unedited photos which must be taken within the past three months and upper-body included without hats and caps. (5cm height and 4cm width)
9	An envelope to send the entrance admission ticket		Please clearly write the applicant's address, full name, and postal number on an envelope (12cm height and 23.5cm width), and attach a 84-yen postage stamp.

10	Two Mailing Labels	form provided	Please fill out the designated form, print it on an A4 size paper. Do not attach it to “an envelope to send the entrance admission ticket” listed on Necessary Documents for Admission.
11	Application Document Checklist	form provided	Please print this list on an A4 size, put a check against the relevant items, and submit it together with your application.
12-①	Int'l Students Only	Recommendation Letter	Only for those applying for admission based on the recommendation of their country's embassy in Japan (This requirement is waived for Japanese Government Scholarship Students).
12-②		Original copy of a Certificate of Residence issued by a local government office which clearly specifies your status of residence and the duration of your stay (those who have not yet registered may submit a copy of passport).	<p>1. Not required for the family members of the applicant.</p> <p>2. Not applicable for special permanent resident of Japan approved by the Ministry of Justice.</p> <p>3. Please submit an original copy of your certificate of residence issued by local government office.</p>
12-③		MEXT Scholarship Student Certificate	Only for Japanese Government (MEXT) Scholarship Students. Not required for those who are currently enrolled at the Graduate School of Economics /the School of Economics, Osaka University.
12-④		Student Registration Certificate	Only for research students currently enrolled in a Japanese university or a graduate school. Not required for those who are currently enrolled at the Graduate School of Economics /the School of Economics, Osaka University.

(Notes)

- ① Credentials of overseas universities are accepted in Japanese or English. However, this restriction is inapplicable if a translation verifying the public institution (excluding schools or educational corporations) is attached. Applicants may also be required to submit additional relevant documents if necessary.
- ② Those who have completed or expect to complete (by September 30, 2024) the master's course in which English was the primary language are exempt from submitting a TOEFL, TOEIC, or IELTS score report. Please enter information to this effect in the relevant section of the admission application form.

- ③ Once application documents are received, we do not return them to the applicant unless the documents have been received after the deadline or incorrectly filled out.
- ④ Applicants cannot replace the submitted documents with an updated version.

5. Application Period and Contact Address

- (1) Application Period:
Monday, June 10, to 5:00 p.m. Friday, June 14, 2024
[Not acceptable beyond this time]

Applicants must put every document described in [4. Application Documents] in an envelope (33cm height and 24 cm width), and send it to the Educational Affairs Section, Graduate School of Economics, Osaka University by **registered mail or “Letter Pack Plus”, which is hand-delivered and requires the recipient’s confirmation in person.** Please send the documents as soon as possible so that they will be received by the deadline. We do not accept any documents if they are personally delivered or incorrectly filled out.

- (2) Mailing Address for Application:
Educational Affairs Section, Graduate School of Economics, Osaka University
1-7 Machikaneyama-cho, Toyonaka, Osaka 560-0043

6. Selection Process

- (1) The selection will be made based on a combination of a student’s academic transcript(s), master’s thesis, research proposal, and interview. Only those who have passed the first screening will be interviewed.

- (2) Date and Time of Examination:

- ① First Round (Document Screening)

Our first review will be based on the documents submitted. Please note that we will not respond to inquiries regarding the results of the first screening. We will release the results of the first round by mail starting on Monday, July 22, 2024. If you have not received our letter, you should contact our office directly between 9:00 a.m. on Thursday, August 1, and 4:00 p.m. on Monday, August 5, 2024. If we do not hear from you by then, we assume that you have received the notification.

- ② Second Round of Selection (Interview)

The interview is scheduled to be conducted online on August 23, 2024.

Date	Subject
August 23, 2024	Interview

7. Announcement of Successful Applicants

Successful applicants will be listed on the school bulletin board and the official website of the Graduate School of Economics, Osaka University at 3:00 p.m. on Monday, September 2, 2024. We will send a written notification of the results along with information regarding enrollment procedures. Please note that we will not respond to any inquiries by phone or email etc.

8. Matriculation Fee and Tuition

- (1) Matriculation fee: 282,000 Japanese Yen (as of April 2024).
Please note that the following applicants are exempted from the matriculation fee: those who expect to complete master's degree programs at Osaka University or a professional degree program at Osaka University Law School in September 2024 and wish to continue studying at the doctoral level or those who will enroll as a Government (MEXT) Scholarship student.
- (2) Tuition: 267,900 Japanese Yen, which covers the second semester of the annual fee of 535,800 Japanese Yen (as of April 2024).
 - *The amount of matriculation fee and tuition are subject to change.
 - *Please pay the tuition fee in two installments in May and November.
 - * The amount of matriculation fees and tuition are subject to change. Amendments to fees will be applied from the date of amendment.
 - *For those who will enroll as a Japanese Government (MEXT) Scholarship Student, both enrollment and tuition fees are not required.

9. Policy on Handling of Personal Information

- (1) Names, addresses, and other personal information obtained through the application procedure will be used in the Entrance Examination Process, in the Announcement of the List of Successful Applicants, in the Admission Procedures, and in the distribution of program leaflets. For those admitted into Osaka University, personal information will also be used in academic-related matters (such as student registration, academic advice, health care management, school fee remissions, scholarship applications, career support etc.), and in school fee management.
- (2) Information obtained through the entrance examination will be used in statistical analysis of examination results, and in research on admission methods.
- (3) In some cases, external contractors are consigned to conduct portions of the process mentioned above. In this instance, all or part of the individual's personal information will be presented to an appropriate contractor, though only after the contractor signs an agreement assuring the appropriate handling of personal information.

10. Important Notes

- (1) Any inquiries and submissions regarding application documents should be addressed to the Educational Affairs Section, Graduate School of Economics, Osaka University.
- (2) Send your written application by registered mail or "Letter Pack Plus", which is hand-delivered and requires the recipient's confirmation in person. We do not accept applications delivered personally or received after the application deadline. Applicants may be required to submit other relevant documents as necessary.
- (3) Incomplete documents will not be accepted.
- (4) After the application procedure has been completed, no changes can be made to the information provided on the application documents, nor will the examination fee be refunded.
- (5) Applications may be rejected, or admission may be revoked even after matriculation, if any information or material in the application is found to be fraudulent.
- (6) If you have any disabilities and need assistance when taking exams, please contact the Educational Affairs Section, Graduate School of Economics by Tuesday, April 30, 2024, prior to sending your application.
- (7) Application fees are non-refundable, excepting the following cases:
 - ① The applicant paid an application fee but was unqualified for application.
 - ② If the application documents were received after the application deadline.
 - ③ If the application documents were incomplete and unacceptable.

In the following cases, please contact the Educational Affairs Section.

- ④ The applicant paid an application fee but did not apply.
- ⑤ The applicant paid their application fee twice by mistakes.

Contact Address: Educational Affairs Section,
Graduate School of Economics,
Osaka University
1-7 Machikaneyama-cho, Toyonaka, Osaka 560-0043
E-mail: ouecon-kyoumu@office.osaka-u.ac.jp
Office Hours: 9:00 – 17:00
Closed on Saturdays, Sundays, national holidays,
summer holidays (August 13-15),
year-end/new-year holiday (December 28 - January 5)

- (8) Please be sure to check the website of the Graduate School of Economics (<https://www.econ.osaka-u.ac.jp/>) as information on the impact of unforeseen circumstances on entrance examinations, and responses to those circumstances, will be posted there as deemed necessary.
- (9) These procedures are written in both Japanese and English. If any difference in wording or nuisance occurs between the two languages, the Japanese version will take precedence.

(Appendix)

TOEFL, TOEIC, or IELTS Score Report

Please submit your TOEFL, TOEIC, or IELTS score report, as below.

The following applicants are exempt from submitting a TOEFL, TOEIC, or IELTS score report.

1) Those who have completed or expect to complete (by September 30, 2024) the master's course in which English was the primary language.

*Documents are required to prove that English was the primary language used in that university.

2) Those who have nationalities of countries where English is used as the primary language.

1. Score Report Validity Period

The score report's validity period is two years (i.e., it must have been obtained in the two years before the anticipated date of the admission exam).

2. Score Report Dispatch and Delivery

We are unable to respond to inquiries about delivery. Please contact the sender for information about dispatch.

3. Important Points

- The submitted score report will not be returned.
- If you apply to sit another entrance exam in the future, the score report submitted on this occasion cannot be reused.

4. Submission of a TOEFL Score Report

Please follow the score report request procedure, as below.

<Valid Exams>

- TOEFL-PBT
- TOEFL-iBT

※ Evaluation is based not on "My Best Scores" but on "Test Date Scores".

※ Exams not mentioned above (such as TOEFL-iBT Home Edition and TOEFL-ITP) are not valid.

<Submission Method>

Please follow the score report request procedure, as below, to ask the Education Testing Service to send your score report.

【Recipient: Code number 0521 Institution name: Osaka University Graduate School of Economics】

【Period during which it is possible to request a score report: May 20, 2024– May 31, 2024】

- There are other Osaka University “recipients.” Please be careful not to send the score report to the wrong recipient.

- To have your score confirmed using the ETS Data Manager (the online TOEFL iBT test score request service), please adhere closely to the recipient and period information above. Please be aware that, if these are not adhered to, the test score cannot be accepted.

5 . Submission of a TOEIC Score Report

Please submit an original score report with other application documentation.

<Valid Exams>

- TOEIC (Listening & Reading Test)
- ※ Only the public test scores are accepted, not the TOEIC-IP.
- ※ Exams not mentioned above (such as TOEIC Speaking & Writing Tests) are not valid.

6 . Submission of an IELTS Score Report

Please follow the score report request procedure to ask the Eiken Foundation of Japan to send your IELTS Test Report Form (TRF) to the Registrar of the School of Economics at Osaka University at the “recipient address” below.

Please note that if your score report does not arrive by the cut-off date, you will not be allowed to sit the exam.

<Valid Exams>

- Academic Module
- ※ The General Training Module, Indicator, etc., are not valid.

<Recipient Address>

Educational Affairs Section, Graduate School of Economics, Osaka University

1-7 Machikaneyama-cho, Toyonaka, Osaka 560-0043

(Appendix)

How to Pay the Application Fee by the Application Fee Payment System

The payment process for the application fee is as follows.

For details on preparation and payment methods, please refer to the Application Fee Payment System "Introduction."

STEP1. Preparation

Prepare a computer and a printer connected to internet.

STEP2. Access the Application Fee Payment System

Please access the following URL to visit the website of the Application Fee Payment System.

【URL】 <http://e-apply.jp/n/osaka-u-payment>

STEP3. Input Applicant's Information

Make sure to confirm procedures and notes on the screen page, and enter required information.

- ① School, Division Type
- ② Applicant's Information (Name, address, etc.)
- ③ Application is completed.
Make sure to write down the receipt number (12 digits).
This number is required to confirm and print your application later.
- ④ Payment Methods
 - Convenience stores
 - ATMs of Post offices or Banks
 - Internet banking
 - Credit cards
- ⑤ Receipt of Application Fee Payment

If you select "Convenience store" or " ATMs of Post offices or Banks " as your payment method, a number (the number of digits will vary from store to store; some stores may provide both a customer number and a confirmation number) will be displayed after making your selection. This number(s) is required for payment, so be sure to write it down. Please pay at a convenience store or a post office/bank ATM within the payment deadline.

A confirmation email will be sent to you after your application is completed. If you restrict email receptions, please change the setting to receive emails from the sender (@e-apply.jp). *Note that there may be a case the email goes to junk mail folder.

*No corrections and/or changes can be made after your application is completed. Make sure that your application contents are all correct.

However, if you have not yet paid, you may make corrections by re-registering with the correct information.

*Please note that if you choose to pay via credit card, payment will be completed at the same time you register your personal information.

*Overseas residents can only pay by credit card and applicable online banking services. Payment cannot be made at convenience stores outside Japan.

STEP4. Pay the Application Fee

The deadline for the payment is within four days after application (including the application date).

Note: If payment is not made before the deadline, your application will be automatically cancelled. Also, be aware that this payment period is shorter for those who applied just before the application deadline.

1 . Paying with a credit card

You can select and pay during the online application.

【Credit cards available for the payment】

VISA, Master, JCB, AMERICAN EXPRESS, MUFG, DC, UFJ, NICOS

The payment can be completed during the online application.

2 . Paying by internet banking

After your online application is registered, the page will shift to the site of the bank you chose. Make the payment as instructed on the screen.

*Required your bank account is registered for internet banking.

The payment can be completed online.

3 . Paying at convenience stores

Write down the number displayed after your online application is registered, and pay at any one of the following convenience stores.

Seven Eleven	<ol style="list-style-type: none">1. Please tell the cashier, "make an Internet payment."2. Say "payment slip number (13 digits)" and pay in cash, with NANACO or using a credit card.3. Make sure that you receive "a receipt".4. You may keep "the receipt," and it is not necessary to submit it to us.
Lawson, Mini Stop	<ol style="list-style-type: none">1. Click "those who have a specified number"2. Enter the "customer number* (11 digits) and click "next"3. Click "multi-payment service" (payment)

(Loppi)	<ol style="list-style-type: none"> 4. Enter the "confirmation number* (6 digits), then click "next" 5. Check the displayed information and click "checked" 6. Take the receipt printed out of the terminal and make a cash payment at the cashier within 30 minutes. 7. Make sure that you receive "specification of payment (receipt)." 8. You may keep "specification of payment," and it is not necessary to submit it to us.
FamilyMart (Fami Port)	<ol style="list-style-type: none"> 1. Click "payment" 2. Click "multi-payment service" (payment) 3. Enter the "customer number* (11 digits) and click "next" 4. Enter the "confirmation number* (6 digits), then click "next" 5. Check the displayed information and click "checked" 6. Take the receipt printed out of the terminal and make a cash payment at the cashier within 30 minutes. 7. Make sure that you receive "specification of payment (receipt)." 8. You may keep "specification of payment," and it is not necessary to submit it to us.
Daily Yamazaki	<ol style="list-style-type: none"> 1. Please tell the store staff, "make an Internet payment." 2. Please say "online settlement number (11 digits)" to make a cash payment. 3. Make sure that you receive "a receipt." 4. You may keep "the receipt," and it is not necessary to submit it to us.
SeicoMart (Club Station)	<ol style="list-style-type: none"> 1. Click "Internet payment/payments" 2. Enter the "Online settlement number* (11 digits)," click "next page" 3. Verify "online settlement number," then click "next page" 4. Check the displayed information and click "print" 5. Take the receipt printed out of the terminal and make a cash payment at the cashier within 30 minutes 6. Make sure that you receive "specification of payment" 7. You may keep "specification of payment," and it is not necessary to submit it to us.

4 . Paying at ATMs with Pay-easy option

Write down the number displayed after your online application is registered, and pay at any one of the ATMs with Pay-easy option as instructed on the screen.

*Banks with Pay-easy option can be checked on the [Selection of Payment Method] page.

Paying at ATMs of post offices/banks	<ol style="list-style-type: none"> 1. Click "Pay tax/charge" 2. Enter the "receiving company number (58021)," then click "checked." 3. Enter the "customer number (11 digits)," then click "checked." 4. Enter the "confirmation number (6 digits)," then click "checked." 5. Check the displayed information and click "checked." 6. Make a payment in cash or with a cash card. * 7. Make sure that you receive "specification of payment." 8. You may keep "specification of payment," and it is not necessary to submit it to us.
---	---

* When using Japan Post Bank / Bank ATM, if the amount exceeds 100,000 yen in cash, please pay with a cash card. If you use a convenience store, you can pay up to 300,000 yen in cash.

* Enter necessary information as instructed on the screen of the terminal or ATM, check the information displayed, and make the payment.

STEP5. Print out the Receipt of Application Fee Payment

After the payment is completed, print the documents downloadable on A4 size paper, and send the Receipt of Application Fee Payment with other documents within the application period.

* Please refer to the application guidelines for the mailing address, deadline, and required documents.

* After your application is accepted, your screening fee and application documents will not be returned except for special circumstances.

* Osaka University refuses to answer any questions whether the application documents have reached us or not. Please confirm the delivery status by yourself by checking the website of the mail service company, etc.

<Payment Completed>

Caution regarding application and payment

To complete your application, you must mail in the required application documents described in the student recruitment guidelines along with the proof of payment for the examination fee. The application is not completed simply by registering.

Payments can be made at any time of day. Business hours may vary depending on where you make your payment (convenience store, ATM, etc.). Please mail the required documents within the time specified in the application guidelines. Also be sure to give yourself plenty of time to prepare and send in your application.

➤ Exemption of Application Fee for the Victims of Natural Disasters

In order to reduce financial burden and provide educational opportunities to prospective students affected by natural disasters, Osaka University will take the following special measure, namely exemption of the entrance examination fees payment.

*Note: Non-regular students such as credited auditors are not eligible for this exemption.

Please visit the official website of Osaka University for more details.

【URL】 <https://www.osaka-u.ac.jp/ja/admissions/information>

In this case, the Application Fee Payment System cannot be used. Please contact the office listed in this guideline and follow the instruction.

➤ Refund of Application Fee

Application fees are not refundable except in the following cases.

(a) In case the applicant did not submit the application documents or the application documents were not accepted.

(b) In case the applicant made a duplicate payment by mistake.

<Inquiries about This Web Site and Its Operation>

Learning and Education Application Service Support Center

(Operating company: Disco Inc.)

E-Mail: cvs-web@disc.co.jp

* We cannot answer questions regarding entrance exams and universities.

<Contact Address>

If you have any questions regarding the entrance examination,
please contact the inquiry address mentioned in the application guidelines.