

April 2025 Enrollment

Graduate School of Economics, Osaka University Application Guidelines Doctoral Program

Graduate School of Economics, Osaka University

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

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

Access:

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

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

April 2025 Enrollment

Graduate School of Economics, Osaka University Doctoral Program Application Guidelines

Admissions Policy for the Graduate School of Economics

<Ideal Candidates>

Based on Osaka University's admission policy, the Graduate School of Economics uses various methods to select candidates. We seek talented individuals with the fortitude and logical thought process needed to systematically grasp the most groundbreaking knowledge in economics and business administration. These individuals should be able to put specialized knowledge into practice, possess the intellectual curiosity needed for their education, and innovate and 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 described above and ensure a diverse student body, we hold an entrance examination to appropriately identify well-rounded individuals with comprehensive knowledge and abilities; individuals who have advanced specialized knowledge and abilities; and those who have a particularly strong spirit of inquiry and initiative.

<Relationship between selection method and qualities/abilities>

Since the focus of the 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. 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 check the Graduate School of Economics website frequently, as any information pertaining to the impact of unforeseen circumstances on entrance examinations and subsequent responses will be posted there as deemed necessary.

(<https://www.econ.osaka-u.ac.jp/en/>)

1. Department and Admission Quota

Department	Admission Quota
Economics	20
Business and Management	5

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 March 31, 2025 a master's degree or an equivalent professional degree.
- (2) Those who have earned, or expect to earn by March 31, 2025, 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 March 31, 2025, a master's degree or an equivalent professional degree by completing correspondence courses administered by a foreign educational institution in Japan.
- (4) Those who have earned, or expect to earn by March 31, 2025, a master's degree or an equivalent professional degree from a recognized institution in a foreign country. The foreign educational institution should be designated as 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 March 31, 2025, 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) above 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 by March 31, 2025.
- (7) ① The applicant must have graduated from a university and should have conducted research for at least two years at a university or research institution in Japan or a foreign country and must be recognized or expect to be recognized by March 31, 2025, based on this research, as possessing academic abilities equivalent or superior to those holding a 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. The applicant should then have conducted research for at least two years at a university or research institution in Japan or a foreign country and must be recognized, or expect to be recognized by March 31, 2025, based on this research, as possessing academic abilities equivalent or superior to those holding a master's degree by the Osaka University Graduate School of Economics.
- (8) Those who are at least 24 years of age as of March 31, 2025, and can be recognized, through the "Preliminary Eligibility Screening" conducted by the Osaka University Graduate School of Economics, as possessing academic abilities equivalent to or superior to those holding a master's 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 on an 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 examination results. - 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 on an 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 on an 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 on an 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 or English translation
	⑤	Resume	Free Format	Work history or Research experience in any format, in case of any.
	⑥	Documents Showing Practical Business Experience or Experience Abroad	Free Format	In any format, only when applicable.
	⑦	Statement of Purpose	Free Format	Less than three pages on an A4 paper (297 mm x 210 mm).
	⑧	Research Proposal	Form provided	Please fill out the designated form and print it on an 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 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”

Tuesday, November 5, 2024 to Friday, November 8, 2024

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

- ◇ Applicants must send every document to the Educational Affairs Section, the Graduate School of Economics, Osaka University by registered mail or “Letter Pack Plus” in Japan or DHL, FedEx, or EMS outside Japan, which is hand-delivered and requires the recipient’s confirmation in person. If you send your application documents by these traceable means, you will be able to check the arrival status of your application yourself. Please note that we do not accept any inquiries regarding the arrival status of your application documents.
- ◇ Please mail your application as early as possible to ensure that it reaches us within the application period, taking the postal situation into consideration. We will not accept documents that are delivered personally, received after the deadline, or incorrectly filled out.

(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 “Preliminary Eligibility Screening” result will be informed directly to the applicant by Tuesday, November 26, 2024.

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

<Email> ouecon-kyoumu@office.osaka-u.ac.jp

3. Application Fee

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

For those who will enroll as Japanese Government (MEXT) Scholarship Students, both enrollment and tuition fees are not required.

【Application Fee】

30,000 Japanese yen ※System operation fee will be charged separately.

【Payment Period】

10:00 a.m. Thursday, December 5, 2024, to 5:00 p.m. Tuesday, December 17, 2024,

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 on an 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 on an A4 size paper. For more details, please refer to “3. Application Fee” and the appendix [How to Pay the Application Fee by the Application Fee Payment System].
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 noted on the transcript). Those who have graduated from a foreign university must also submit a degree certificate issued by their foreign university (original copy). Not applicable for those who have already submitted transcripts for Preliminary Eligibility Screening. Applicants who are expected to graduate must submit an official certificate of completion after enrollment. *Applicants who have completed or are expecting to complete their graduate studies in China may instead submit the following documents to validate their academic credentials. Please note that this exception does not apply to graduate schools located in Taiwan, Hong Kong, or Macau. <Those who have completed> ① and ② ① “Online Verification Report of Higher Education Qualification Certificate” (English version of “教育部學歷證書電子注冊備案表”)

			<p>② “Online Verification Report of Higher Education Degree Certificate”(English version of “中国高等教育学位在线验证报告”)</p> <p>〈Those who are anticipated to complete〉 ① only</p> <p>① “Online Verification Report of Student Record” (English version of “教育部学籍在线验证报告”)</p> <p>*The Web Certificate must be valid for at least one month at the time of application submission.</p>
5	Research Proposal	form provided	Please fill out the designated form and print it on an 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 the appendix page [TOEFL, TOEIC, or IELTS Score Report] and follow the procedures. Must be taken within two years from the date of the oral exam. (Interview)
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 photos which must have been taken within the past three months. (Upper-body included without hats and caps/ No editing/ 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 in height and 23.5cm in width), and attach a 110-yen postage stamp*. *Postage charges are subject to change. Please refer to the Japan Post website for charges for first-class standard mail (up to 25g).
10	Mailing Labels	form provided	Please fill out the designated form and print it on an A4 size paper. Do not send it to “the envelope to send the entrance admission ticket” listed on Necessary Documents for Admission. If there is a change in your address after you have submitted your documents, please promptly provide us with an updated address label. You may send the revised label via email.
11	Application Document Checklist	Form provided	Please fill out the designated form and print it on an A4 size paper.

12-①		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	Int'l Students Only	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 their passport) Copy of your residence card / Copy of passport		[Residing in Japan] Copies of both sides of your residence card [Residing overseas] Copy of your passport photo page Please submit the latest version.
12-③		MEXT Scholarship Student Certificate		Only for Japanese Government (MEXT) Scholarship Students (not required for those currently enrolled at the Graduate School of Economics/School of Economics, Osaka University).
12-④		Student Registration Certificate		Only for research students currently enrolled in a Japanese university or graduate school (not required for those currently enrolled at the Graduate School of Economics/School of Economics, Osaka University).

(Notes)

- ① Credentials of overseas universities are accepted in English or Japanese. 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 Applicants cannot replace the submitted documents with updated versions.

- ④ We may check with the institutions that issued the transcripts, graduation (or completion) certificates or certificates of expected graduation (or completion), and degree award certificates regarding their contents.

5. Application Period and Contact Address

- (1) Application Period:

Thursday, December 12, to 5:00 p.m. Wednesday, December 18, 2024

[Not acceptable beyond this time]

Applicants must send every document in [4. Application Documents] to the Educational Affairs Section, Graduate School of Economics, Osaka University by registered mail or “Letter Pack Plus” in Japan or DHL, FedEx, or EMS outside Japan, which is hand-delivered and requires the recipient’s confirmation in person. If you send your application documents by these traceable means, you will be able to check the arrival status of your application yourself. Please note that we do not accept any inquiries regarding the arrival status of your application documents.

Please mail your application as early as possible to ensure that it reaches us within the application period, taking the postal situation into consideration. We will not accept documents that are delivered personally, received after the deadline, 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) First Round of Selection (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, January 20, 2025. If you have not received our letter, you should contact our office directly between 9:00 a.m. on Thursday, January 23, and 5:00 p.m. on Wednesday, January 29, 2025. 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 Thursday, February 6, 2025.

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 Friday, February 14, 2025. We will send a written notification of the results along with information regarding enrollment procedures. Please note that we will not respond to any telephonic inquiries.

8. Matriculation Fee and Tuition

- (1) Matriculation fee: 282,000 Japanese Yen (as of July 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 March 2025 and wish to continue studying at the doctoral level and those who will enroll as a Government Scholarship student.

- (2) Tuition: 267,900 Japanese yen, which covers the first semester, The annual fee is 535,800 Japanese yen (as of July 2024).
 - *The matriculation fee and tuition are subject to change.
 - *Please pay the tuition fee in two installments in May and November.
 - *The matriculation fees and tuition are subject to change; amendments to fees will be applied from the date of the amendment.
 - *Enrollment and tuition fees are not required for those who will enroll as Japanese Government(MEXT) Scholarship students.

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. 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, and career support) and school fee management.
- (2) Information obtained through the entrance examination will be used in statistical analysis of examination results and research on admission methods.
- (3) External contractors are sometimes 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.
- (4) In addition to the above, personal information obtained from (1) and (2) may be used for "improvement of admission selection methods and university education" and "university administration (various surveys, analysis, business plans)." However, the results will not be made public in a form that identifies individuals.

10. Important Notes

- (1) Any requests regarding submissions and inquiries about 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 Friday, November 8, 2024, prior to sending your application.
- (7) Application fees are non-refundable, except in the following cases:

- ① The applicant paid an application fee but was unqualified for the application
- ② If the application documents were received after the deadline
- ③ If the application documents were incomplete and unacceptable

In the following cases, please contact Educational Affairs Section.

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

Contact: Educational Affairs Section, Graduate School of Economics, Osaka University

Email: ouecon-kyoumu@office.osaka-u.ac.jp

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

Office Hours: 9:00-11:30, 12:30-17:00 Closed on Saturdays, Sundays, national holidays, summer holidays (August 13-15), year-end/new-year holiday (December 28 - January 5)

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

11. Osaka University Tuition Fee Exemption System for International Students of Excellent Academic Standing

Osaka University has a tuition fee exemption system (Tuition Fee Exemption for International Honors Students) for privately-funded international students who are of excellent academic standing in the graduate school entrance examinations. The aim of this system is to further strengthen research capabilities and promote the acceptance of international students. This entrance examination is subject to the Tuition Fee Exemption for International Honors Students. Successful applicants for this program qualify for the tuition fee exemption under this system. (*Maximum number of people: 2) Please put a check on the application form to indicate whether you wish to apply or not after reviewing the following information.

(1) Eligible Persons

Students who fall under all of the following:

- ① Those whose status of residence is "Student" at the time of enrollment.
- ② Those who are not receiving financial aid for tuition fees, such as Japanese Government Scholarship Students (MEXT students) or foreign government-sponsored students, etc.
- ③ Those who are not receiving financial aid equivalent to the amount of tuition fees to cover such fees from scholarship foundations, etc.

(2) Exemption Details

Full tuition exemption

(3) Exemption Period

The exemption period will be the standard period of study for the completion of the enrolled program. Please note that the period of a leave of absence shall be included in the exemption period and the exemption period shall not be extended after reenrollment. Students who have been enrolled longer

than the standard period of study from their enrollment in the program will become ineligible for the exemption.

(4) Suspension of Tuition Fee Exemption

Tuition fee exemption will be revoked in the following cases:

- ① In the case of arriving in Japan without obtaining a "Student" status of residence or in the case that the status of residence of "Student" is changed to another status of residence.
- ② It is confirmed that completion within the standard period of study is not possible.
- ③ Disciplinary action such as suspension is received in accordance with the university rules and regulations.
- ④ Tuition fee exemption is granted under another system.
- ⑤ The university determines that exemption under this system is not suitable due to academic performance, etc.

(5) Notification of Tuition Fee Exemption Result

A notification of the tuition fee exemption result will be sent to those who have been approved for exemption under this system after the announcement of successful applicants.

※ Those who have not been approved for tuition fee exemption will not be notified. In addition, no inquiries regarding the selection process for this system will be accepted.

12. Security Export Control

In accordance with Japan's "Foreign Exchange and Foreign Trade Act" (hereinafter referred to as the "Act"), Osaka University has established the "Osaka University Security Export Control Regulations" and rigorously implements security export control for the export of goods and the transfer of technology (including accepting foreigners). Please be aware that applicants who fall under any of the conditions set out in the Act may not receive permission to enroll at the university or may have their education or research restricted after their enrollment.

For more information, please refer to the website.

(Japanese) https://www.osaka-u.ac.jp/ja/research/secur_exp/outline

(English) https://www.osaka-u.ac.jp/en/research/secur_exp/outline

(Appendix)

TOEFL, TOEIC, or IELTS Score Report

The following applicants are exempt from submitting TOEFL, TOEIC, or IELTS score report. Please enter information to this effect in the relevant section of the admission application form.

- (1) Applicants who have earned or expect to earn a master's degree from a graduate school in which English was the primary language.

Graduate schools whose primary language is English shall fall under (A) or (B) below.

(A) Graduate schools located in countries where English is the primary language.

(B) Graduate schools or programs that are located in countries where English is not the primary language, but classes or courses are taught primarily in English.

* In the case of (B), please submit documents proving that English is the primary language spoken at the university or in the course of study.

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

4. Submission of a TOEFL Score Report

Please follow the score report request procedure, as below.

<Valid Exams>

- 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】

• Please ensure that the code number “0521” is clearly indicated in your submission. The format of the separately requested Department Code is flexible and can be specified in any manner.

【Period during which it is possible to request a score report: By Tuesday, December 3, 2024】

• 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.

5 . Submission of a TOEIC Score Report

Please submit an original score report with other application documentation.

※ For those who have taken the TOEIC (Listening & Reading Test) in April 2023 or later, a printed copy of the "Digital Official Score Certificate" with QR code on A4 paper is also acceptable. In order to confirm the authenticity of the "Digital Official Score Certificate", please print it in a way that the QR code can be read.

<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 test center to send your IELTS Test Report Form (TRF) to the Registrar of the School of Economics at Osaka University at the “recipient address” below.

<Valid Exams>

• Academic Module

※ The General Training Module, Indicator, IELTS Online 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】 <https://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 (Loppi)	<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)4. Enter the "confirmation number* (6 digits), then click "next"5. Check the displayed information and click "checked"

	<ol style="list-style-type: none"> 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.