## Admission for Master's Program in Taxation Policy and Management, Graduate School of Business and Commerce, Keio University Procedure for Payment of Application Fee by Credit Card

24 hours a day, you can pay anytime! Easy, Convenient and Simple!

You can make a payment with your Credit Card [VISA, Master, JCB, American Express]









## Access the site below with your PC

https://www.ic.keio.ac.jp/en/study/jjwbgsp/application.html



You can

access

from our website!

Click "Pay Application Fee via Credit Card"

- 1. Top Page
- Click "Examination Fee."
- 2. Terms of Use and Personal Information Management

Please read and understand the text below.

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. "If you clicked "not agree", it is considered that you refused the use of the service itself. You can not use this service.

- 3. School Information
- Choose "Keio University (Graduate School)" and click "Next".
- 4. Category Selection
- Choose first to forth selection. Input your online registration number (4 digits) and add to basket.
- 5. Check Your Basket
- Check the contents and if it is OK, click "Next".
- 6. Basic Information
- Input applicant's basic information. Choose your credit card and click "Next".
- 7. Credit Card Information
- Input credit card number (15 or 16-digits) and expiration date.
- 8. Payment Application Result
- All of your payment application information is displayed. Check and click "Confirm the information above".
- 9. Credit Card Payment Completed
- Click "Print this page" button and print out "Result" page.

Send the printed "Result" page with the other necessary application documents.







## **■**Payment Period

**Application period** 

## [NOTICE/FAQ]

- On the last date of the payment period, please finish card settlement procedure by 11:00pm Japan time.
- A comission is added to Examination fee.

- It is possible to use a card which carries a name different from that of the applicant.
  - However,  $\,$  please make sure that information on the basic information page is the applicant's one.
- 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 note that it is not refundable once you have made a payment of the application fee.

For questions or problems not mentioned here, please contact :