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TO: Applicants residing abroad  
FROM: Student Affairs Section, SOKENDAI  
SUBJECT: Instructions for Paying the Entrance Examination Fee

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Applicants residing abroad can pay the entrance examination fee by credit card. As a hard copy of the document that confirms the payment of the examination fee needs to be submitted by post, applicants are advised to plan ahead in remitting to ensure that the application will be received by the submission deadline. Examination fees will not be refunded in any case.

1. To begin with the online payment process, click the link below.  
<https://e-shiharai.net/English/>
2. Click "Examination Fee" to proceed.
3. When using the online payment service, you must abide by the "Terms of Use" and "Personal Information Management." Please read them carefully and click "Agree" if you agree with these terms.
4. In the next page, you will select the name of the university for which you are applying. Please choose "SOKENDAI (The Graduate University for Advanced Studies)" to continue.
5. After selecting the university name, you will see information regarding our university. Click "Next" after reading the information.
6. In the next page, you are required to select four items from a drop-down list.  
First Selection: Choose the name of the School for which you are applying.  
Second Selection: Choose the name of the Department for which you are applying.  
Third Selection: Choose either a three-year doctoral course or five-year doctoral course  
Fourth Selection: Confirm the amount of the fee and department name  
After choosing the above four items, please click "Basket" to continue.
7. Review the contents, and if the summary is correct, click "Next" to continue. Please note that an administration fee of 432 yen will be added to the examination fee of 30,000 yen.
8. Next, please enter in your personal information and select the credit card company you will use for the payment. Please click "Next" after filling out all the required sections.
9. Next, please provide your credit card information. Enter your credit card number, security code, and expiration date. After completing this step, click "Next" to continue.
10. In the next page, all the information you provided will be displayed for confirmation. Please double check that the information is correct, and then click "Confirm" to complete the payment. Please note that the examination fee will not be refunded for any reason, once you have made the payment.
11. Click "Print this page" and print out the result page. Enclose the printed result page in an envelope and send it with your other application documents to the Student Affairs Section of SOKENDAI. Please note that the complete set of application documents must reach the Student Affairs Section by the deadline set by each department.

Contact for inquiries:

Student Affairs Section SOKENDAI  
(The Graduate University for  
Advanced Studies)  
Email: [gakusei@ml.soken.ac.jp](mailto:gakusei@ml.soken.ac.jp)