Application Fee of JPY30,000 – Payment Procedure

For applicants living in Japan:
Payment of JPY30,000 can be made through a bank transfer to the account noted below. A copy of the bank transfer receipt must be included in the application documents submitted to the Admissions Office. Payment by credit card is also possible. For more information, please follow this link for instructions. [http://www.ipp.hit-u.ac.jp/news/news_pdf/IPP_howtopay_chart](http://www.ipp.hit-u.ac.jp/news/news_pdf/IPP_howtopay_chart)

Bank Name/Branch: Sumitomo-Mitsui Bank, Kunitachi Branch
Bank’s address: 1-8-45 Naka, Kunitachi-shi, Tokyo 186-0004, Japan
A/C Name: Hitotsubashi University
Savings A/C No.: 7761831
Amount: JPY30,000
School’s address: 2-1 Naka, Kunitachi-shi, Tokyo 186-8601, Japan (Tel: 81-42-580-8078)

For applicants living outside of Japan:
Payment of JPY32,500 (JPY30,000 for application fee + JPY2,500 yen for handling charge by the Japanese bank) can be made through bank transfer (cable remittance) to the account noted below, and a copy of the bank transfer receipt must be included in the application documents submitted to the Admissions Office. Payment by credit card is also possible. For more information, please follow this link for instructions. [http://www.ipp.hit-u.ac.jp/news/news_pdf/IPP_howtopay_chart](http://www.ipp.hit-u.ac.jp/news/news_pdf/IPP_howtopay_chart)

Bank Name/Branch: Sumitomo Mitsui Banking Corporation, Kunitachi Branch
Bank’s address: 1-8-45 Naka, Kunitachi-shi, Tokyo 186-0004, Japan
A/C Name: Hitotsubashi University
Savings A/C No.: 7761831
SWIFT Code: SMBCJPJT
Amount: JPY32,500 Japanese
(SPY30,000 for application fee + JPY2,500 for handling charge by the Japanese bank)
School’s address: 2-1 Naka, Kunitachi-shi, Tokyo 186-8601, Japan (Tel: 81-42-580-8078)
Notes:

- The Application Fee of JPY30,000 is non-refundable.
- Hitotsubashi University’s bank account must receive a net amount of JPY30,000 after all remittance charges. Please ask your bank if the remittance will be made directly to Sumitomo Mitsui Banking Corporation or through other banks. If the remittance is made through other banks, an additional remittance charge may be deducted from the amount. In that case, please add that amount to JPY32,500.
- Please note the following on the bank transfer slip: "Full amount of thirty thousand Japanese yen (JPY30,000) must be received by the account holder."
- Bank checks are not acceptable forms of payment.
- Please make sure to have the application fee transferred under the name of the applicant, not under someone else’s name.
- If you are paying by credit card, you do not need to provide this information.
- Japanese government-sponsored students (Kenkyusei) are not required to pay an application fee; therefore, please enclose the certificate of the government scholarship issued by the enrolled university.
Please go to the following URL in order to pay your application fee, 30,000 yen by your credit card. Only "Visa" and "Master" are available.

https://secure02.blue.shared-server.net/www.authorize.ad.u.ac.jp/kessai/cgi-bin/WebForm.cgi

1) Please choose "国際・公共政策大学院," which means School of International and Public Policy in Japanese.

2) Please choose "専門職学位課程," which means Master's course in...

3) Please choose "30,000."

4) Please put your personal information in each box.

5) Please put your credit card information in each box.

6) Please choose "Confirmation."
1) Please confirm if your personal information is completed correctly.

7) Please confirm if your personal information is completed correctly.

9) Please enter your credit card number.

10) Please choose the expiration date of your credit card.

11) If you confirm that all the information is correct, please choose "Send." If you find any mistake in the information, please choose "Clear."

12) Please enter your password and choose "Send."

*) This page will be changed depending on which credit card you use.
13) If you can see this screen, it means that you completed your payment.

14) You will receive an email which informs you that we received the full amount of the application fee safely. Please be sure that you enclose a copy of this email with your application documents.