

# Admissions for Graduate School of System Design and Management Keio University

## Procedure for Payment of Application Fee by Credit Card

*Payment by credit card is an option only available to applicants residing outside Japan.  
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]



Web Application - Credit Card Transaction

### Access the site below with your PC

<http://www.sdm.keio.ac.jp/en/admission/documents.html>

Click "Payment by Credit Card"



You can access from our website!

#### 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

Read the description carefully and click "Next".

#### 4. Category Selection

Choose first to fourth selection and add to basket, and enter your examinee number (7 digits).

#### 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

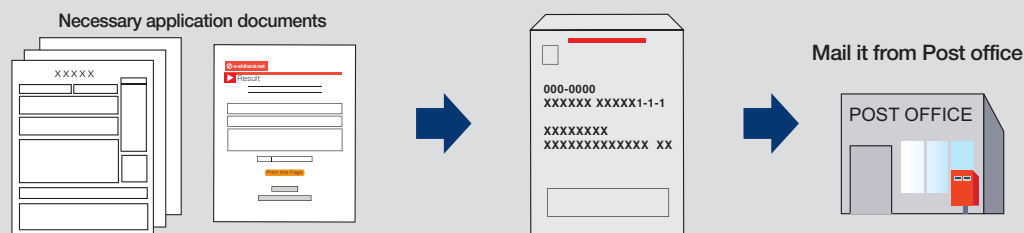
All of your payment application information is displayed. Check and click "Confirm the information above".

#### 9. Credit Card Payment Completed

Click "Print this page" button and print out "Result" page.

Application

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



### Payment Period

Application period. (including Web entry period)

### [NOTICE/FAQ]

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

- 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.
- Please directly contact the credit card company if your card is not accepted.

For questions or problems not mentioned here, please contact :

**E-Service Support Center Tel : +81-3-3267-6663 (24 hours everyday)**