

# 証明書発行手数料払込方法

## 1 Webで事前申込み

画面の指示に従って必要事項を入力し、お支払いに必要な番号を取得。



<https://e-shiharai.net/>

学校一覧から、**東京都立大学/東京都立産業技術大学院大学** 証明書発行 を選択してください。

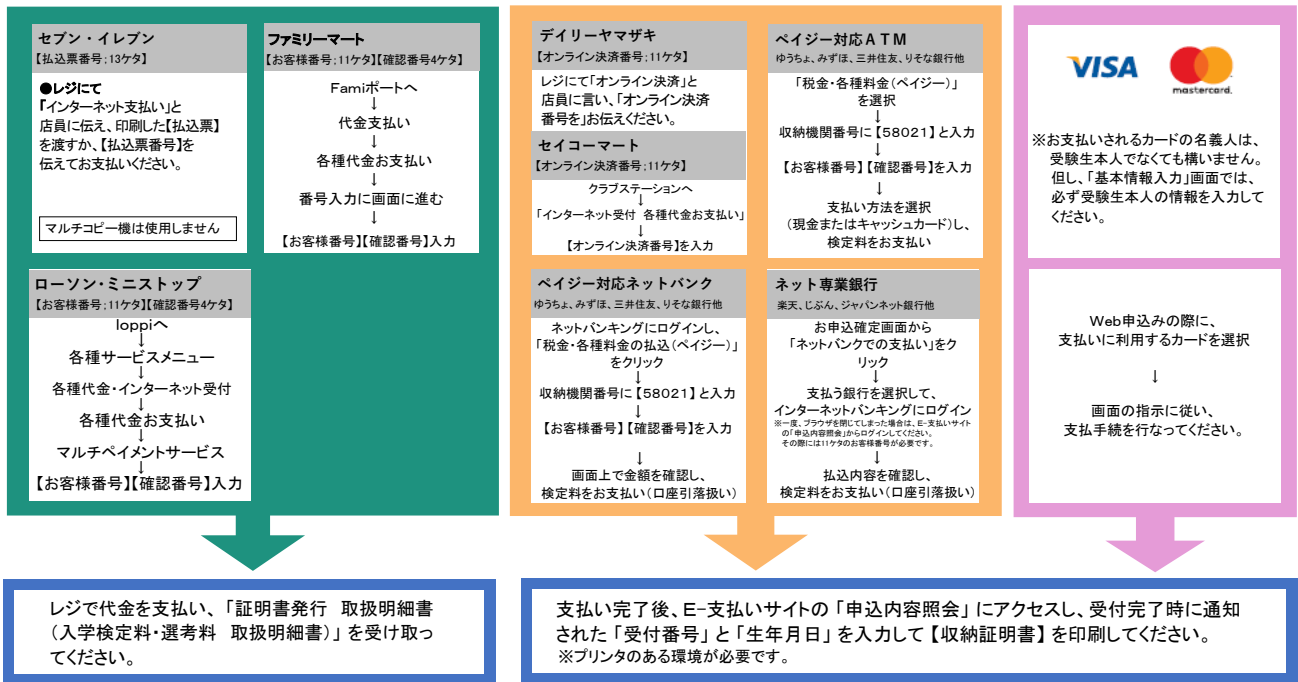
本学HP  
からも  
アクセス  
できます！

※番号取得後に入力ミスに気づいた場合はその番号で支払いを行わず、もう一度入力なおして、新たな番号を取得してお支払いください。支払い期限内に代金を支払わなかった入力情報は、自動的にキャンセルされます。  
※カード決済完了後の修正・取消はできません。申込みを確定する前に内容をよくご確認ください。

※確定画面に表示される番号をメモしてください。

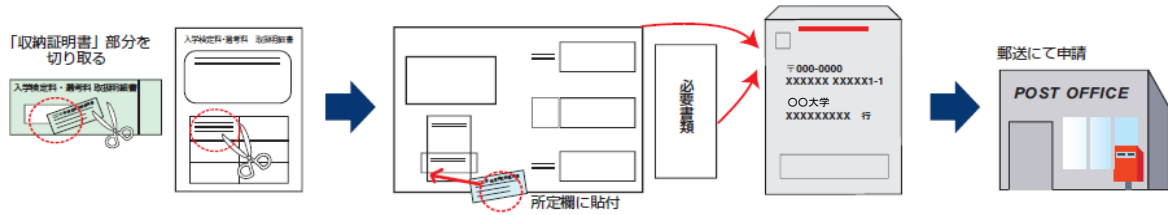


## 2 お支払い



## 3 発行申請

「証明書発行 取扱明細(入学検定料・考査料 取扱明細書)」の「収納証明書」部分を切り取り、証明書発行申請書の裏面に貼る。



### ⚠ 注意事項

- お支払い後、申請先及び必要書類をHP等で必ずご確認ください。速やかにご申請ください。
- 「発行手数料払込」についてのお問い合わせはコンビニ店頭ではお答えできません。詳しくはWebサイトをご覧ください。
- カード審査が通らなかった場合は、クレジットカード会社に直接お問い合わせください。
- 一度お支払いされた発行手数料は返金できません。
- セブン・イレブン、ローソン、ミニストップ、ファミリーマート以外でお支払いの方は、支払い完了後、E-支払いサイトの「申込内容照会」にアクセスし、【収納証明書】を印刷して出願書類に貼付してください。
- 「申込内容照会」で収納証明書が印刷できるのは、セブン・イレブン、ローソン、ミニストップ、ファミリーマート以外でお支払いされた場合に限りです。
- 発行手数料の他に事務手数料が別途かかります。詳しくはWebサイトをご確認ください。
- 取扱コンビニ、支払い方法は変更になる可能性があります。変更された場合は、Webサイトにてご案内いたします。

# Graduate School of Management Tokyo Metropolitan University

How to make the Payment for the Examination Fee by Credit Card, Union Pay, and Alipay.

— 24 hours a day, 365 days a year, you can pay anytime! Easy, Convenient and Simple! —

You can pay the Examination Fee by using  
Credit Card, Union Pay, and Alipay.



Access

<https://e-shiharai.net/english/>



Web Application - Online Transaction

### 1. Top Page

Click "Examination Fee".

### 2. Terms of Use and Personal Information Management

Please read the Terms of use and Personal Information Management.  
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.

### 3. School Selection

Click "Tokyo Metropolitan University (Graduate school)".

### 4. School Information

Read the information carefully and click "Next".

### 5. Category Selection

Choose first to fourth selection and add to basket.

### 6. Basket Contents

Check the contents and if it is OK, click "Next".

### 7. Basic Information

Input the applicant's basic information.  
Choose your credit card and click "Next".

### Paying by Credit Card

Input Credit Card Number (15 or 16-digits), Security Code and Expiration Date.

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

Click the "Print This Page" button and print out the "Result" page.

### Paying by Union Pay, or Alipay

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

Follow the onscreen instructions to complete the card payment. Please write down the "Receipt Number" given when you complete your application.

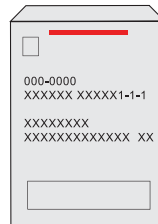
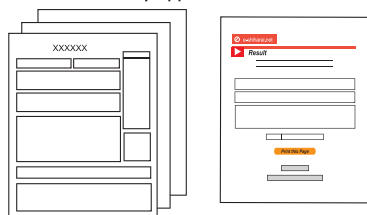
Please click the "Application Results" button in the upper part of this site (e-shiharai.net).

Input enter your "Payment Method", "Receipt Number" and "Birth Date". Please make sure your printer is ready.

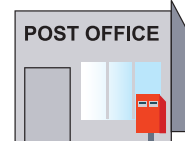
Please print out the "Payment Inquiry - Inquiry result" page.

Enclose the printed "Result" page in an application envelope with other necessary application documents.

Necessary application documents



Mail it from Post office



### [NOTICE/FAQ]

- During payment periods and application periods mentioned in the application documents, you can make a payment anytime. Please confirm from application documents and complete payment in time for the application period.
- On the last date of the payment period, please finish card settlement procedure by 11:00pm Japan time.
- Please note that refund is not possible once you have made a payment of Entrance examination fee.

- 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 the information on the basic information page is the applicant's information.
- 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 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)