

Kyoto University EX-Settlement Service (for Gakkensei / Futaibaiseki Insurance) Application and Payment Methods

The insurance premiums can be paid at a convenience store (24 hours per day), by credit card, at an ATM, or by internet banking.

1 Applying online

Students newly enrolled in 2024 (including students advancing to a higher-level program) are requested to access the EX-Settlement Service website for new students below, and enter the required information.

EX-Settlement Service Website for new students: <https://www3.univ-jp.com/kyoto-u/en/ins/>

The above website is for newly-enrolled students who will be admitted in AY 2024 only. Newly enrolled full-time students are eligible to receive a 1,000 yen discount on their insurance premiums, provided they enroll in the required insurance policies by the designated deadline using the Kyoto University EX-Settlement Service. (The deadline for students admitted in April is March 30, 2024. The deadline for students admitted in October is September 29, 2024.) The 1,000 yen discount will be automatically subtracted from the insurance premium when paying via the EX-Settlement Service system. (Please note that an administrative fee of 480 yen will be charged in addition to the insurance premium.)

EX-Settlement
Service website
for new students



Please note that, after the deadline, even new students must enroll in the insurance using the website for current students (below).

Note: If new students attempt to enroll in the insurance using the website for new students after the deadline (March 30 for students admitted in April, September 29 for students admitted in October), a payment shortfall will occur and they will not be insured.

EX-Settlement Service Website for current students: <https://www3.univ-jp.com/kyoto-u/en/in1/>

EX-Settlement
Service website
for current
students



2 Keep a record of the application details

Please write down or print out your application number (not your examinee number) and the payment number(s) displayed on the screen. Please note that in order to redisplay your application details, you will be required to enter your e-mail address, password, and date of birth as entered in the application (or personal information page).

3 Paying the insurance premium

*Please note that an administration fee of 480 yen will be charged in addition to the insurance premium. Please see the Kyoto University EX-Settlement Services website for more details.

Please make the payment using one of the methods below. **If you are making the payment from outside of Japan, you can only pay by credit card.**

Credit Card	Convenience Store (for payments under 300,000 yen)				
<p>Credit card details Ensure that you have your credit card on hand, as you will be required to enter your card details to make the payment.</p> <p>Make a single payment Credit cards can only be used for a single payment of the full amount.</p> <p>Ensure that you have sufficient funds Please ensure that you have sufficient funds available on your credit card before beginning the payment process.</p>	<p>Tell the store clerk that you wish to make an "internet payment" and show or tell them your "payment reference number", and make the payment in cash.</p> <p>Please note that you cannot use the multifunction copy machine to make the payment.</p>	<p>Select 各種サービスメニュー (Service Menu).</p> <p>Select 各種代金・インターネット受付・スマートビットのお支払 (Pay a bill/Pay for an online purchase/Pay for a Smart Pit purchase).</p> <p>Select 各種代金お支払 (Pay a bill).</p> <p>Select マルチペイメントサービス (Multi-Payment Service).</p> <p>Confirm that the information on the screen is correct, and select "Yes."</p> <p>Enter your customer number.</p> <p>Enter the confirmation number</p> <p>Confirm that the information on the screen is correct, and select "Yes."</p> <p>Confirm that the information on the screen is correct, and select "Yes."</p> <p>The terminal will dispense an application ticket. Take the ticket to the cash register within 30 minutes to make the payment.</p>	<p>Select [代金支払い/チャージ (コンビニでお支払い) Payment/Charge] (Pay a bill)</p> <p>Select [番号入力画面に進む] (Go to number entry screen).</p> <p>Enter the customer number.</p> <p>Enter the confirmation number.</p> <p>Agree and proceed.</p> <p>If the application information is correct then press the "Confirm" and "Print" buttons. An application ticket will come out of the terminal so pay the ticket with cash at the counter within 30 minutes.</p>	<p>Tell the store clerk that you want to make an internet payment (インターネット支払い).</p> <p>Enter the online payment number (オンライン決済番号) on the LCD touch panel screen of the cash register.</p> <p>Confirm the payment details and press the "確定" (Confirm) button, and make the payment in cash.</p>	<p>Tell the store clerk that you want to make an online payment (オンライン決済).</p>
<p>ATM (Pay-easy)</p> <p>Payments can be made using ATMs with the "Pay-easy" mark at the financial institutions below. Pay-easy can be used to make cash payments of up to 100,000 yen or credit card payments of up to 1,000,000 yen.</p> <p>Financial institutions that provide the Pay-easy service include:</p> <ul style="list-style-type: none"> - Japan Post Bank - Mizuho Bank - Resona Bank/Saitama Resona Bank <p>■ List of financial institutions that provide the Pay-easy service (in Japanese) https://multiple-payment.biz/pages/financial-institution-list.html</p>	<p>Internet Banking</p> <p>The internet banking services of major banks, regional banks, credit unions and cooperatives, worker's credit unions, agricultural cooperatives, and fishery cooperatives can be used to make the payment. An advance application with the financial institution is required.</p> <p>Payments can also be made via Rakuten Bank, au Jibun Bank, PayPay Bank, or SBI Sumishin Net Bank. You must open an account with the bank prior to making the payment.</p>				
<p>From the ATM menu screen, select "税金・料金払込み (Pay tax or bill)" of "Pay-easy."</p> <p>Enter the payee number, customer number, and confirmation number.</p> <p>Select either "現金" (Cash) or "キャッシュカード" (Cash card) as the payment method, and make the premium payment.</p>	<p>Open the payment and application content confirmation screen.</p> <p>Click "Payment with Internet Banking."</p> <p>Select the financial institution that you will use to make the payment, log in, and make the premium payment.</p>				

Please note that the convenience stores and banks, etc., that can be used to make the premium payment are subject to change. Please see the EX-Settlement Service website for the latest information.

4 Keep the payment notification e-mail

Please note that an insurance certificate will not be issued. **Once you have completed the premium payment, a payment notification e-mail will be sent to you from the Kyoto University EX-Settlement Service. Please retain the e-mail as proof of payment.**

If you do not receive the e-mail, please check that it has not been mistakenly sent to your e-mail account's "Spam" folder.

- ☆ Inquiries regarding the premium payment:
Kyoto University EX-Settlement Service Helpdesk
TEL: 03-6837-7944
- ☆ Office hours: 10:00–18:00
(Closed during New Year holidays: Dec. 30–Jan. 4)

*You can check whether the payment procedure has been completed on the "Confirmation of Application Details" page of the EX-Settlement Service website: <https://www3.univ-jp.com/kyoto-u/receipt/search>

Please note that in order to redisplay your application details, you will be required to enter your e-mail address, password, and date of birth as entered in the application (or personal information page), as explained above in item "2. Keep a record of the application details."