

IMPORTANT NOTICE

FOR STUDENTS AND ALUMNI OF NAGOYA UNIVERSITY

From June 2020, Nagoya University will offer a certificate issuance service at convenience stores.

Students and alumni can apply for the certificates online 24 hours a day and receive them at convenience stores nationwide (limited to Japan only) (except for certain certificates and persons *1). Applications made from overseas will be available but you can only pay by credit card and receive the certificates by mail (domestic or international) or at a Nagoya University counter.

With the launch of this new service, an issuance fee for certificates will be required from June 1, 2020.

Current students:

(only when using the certificate issuance service at convenience stores *2)

Issuance fee: 300 yen per copy *3

Alumni/Former students: (all certificates)

Issuance fee: 450 yen per copy *3

*1 The certificates below cannot be issued at convenience stores:

- Student Discount Certificate
- Non-standard Certificates
- Certificates for some of those enrolled in AY2019 or earlier

*2 The services below are offered to current students for a fee:

- Issuance at the convenience store:
Issuing fee (300 yen per copy) and system fee (150 yen per application)

- Receiving certificates by mail:

System fee (150 yen per application)

If current students receive certificates at a Nagoya University counter or obtain from the University's Certificate Issuing Machines, no fees are charged.

*3 In addition to the issuance fee, a system fee (150 yen per application) will be required.

If applicants would like to receive certificates by mail, a domestic or international postage fee is also required. For the issuance at a convenience store, a printing fee is required according to the number of copies to print.

Procedure for online application

1	Apply for certificates using the Internet
2	Payment of fees - Pay in cash at convenience stores (in Japan only) - Pay by credit card
3	Receiving certificates - A multipurpose photocopy machine in the convenience store (available in Japan only) - Mail - A Nagoya University counter, etc.