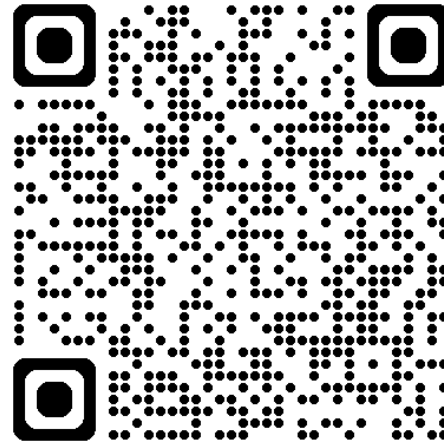


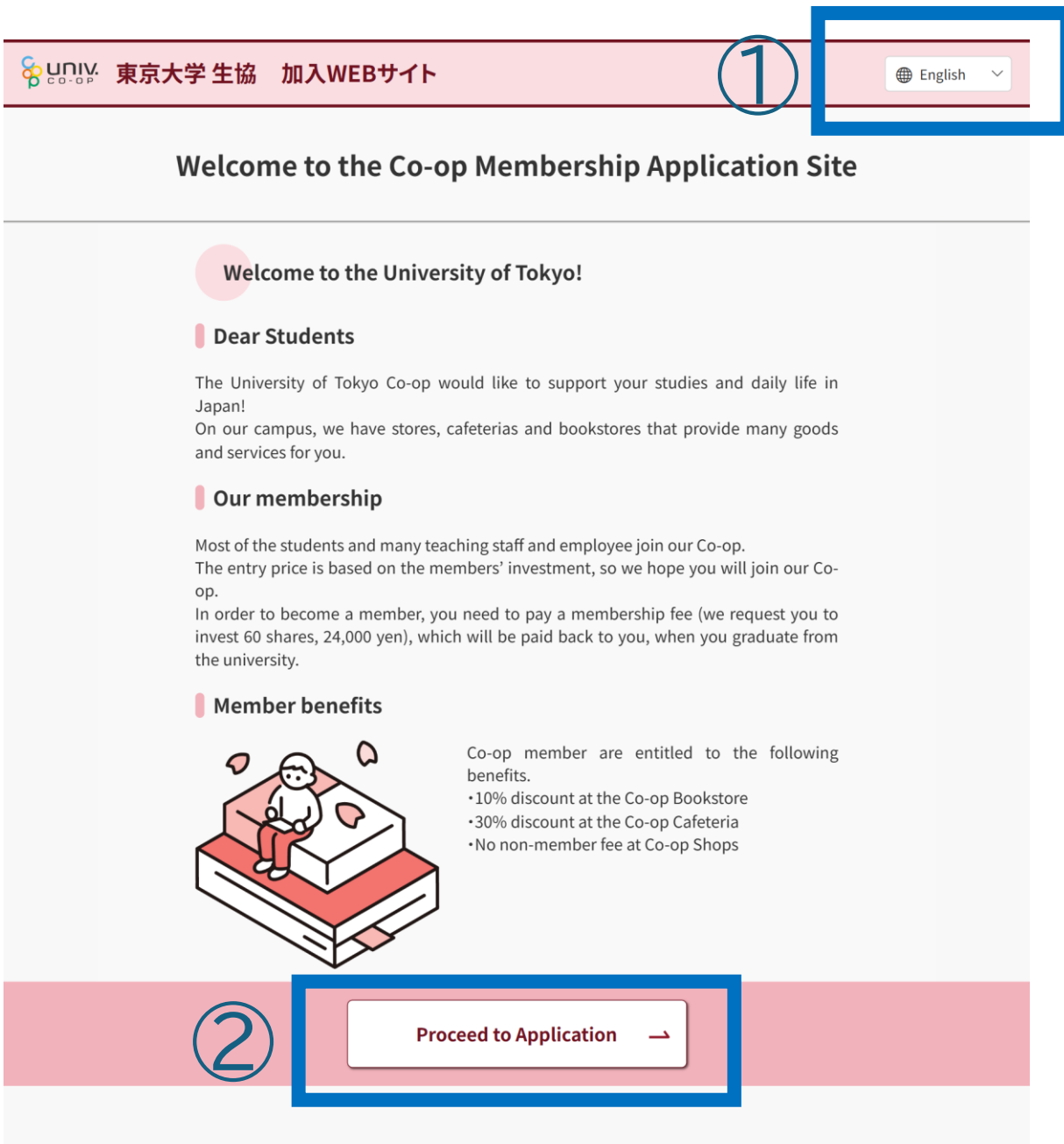
# Guide to Joining the University Co-op Online

生協加入サイト お手続き方法のご案内



<https://toudai.entry-coop.com/en/entry/forms/18>

▲University of Tokyo Co-op Membership Enrollment Website  
加入webサイト(英語版)



①You can select your preferred language.

言語選択が可能です。

②After reviewing the information, click the button.

内容を確認したら、ボタンをクリックします。

 東京大学 生協 加入WEBサイト

English

check the confirmation box.

Confirmation is required

Please read the following and tick ☐.

☒

● Please pay the subscription fee over-the-counter.  
The amount of investment that can be made via the online subscription application is 60,000 yen (60 units).

☐

● The subscription procedure is not completed with the completion of the application alone. Please also complete the payment procedure.

☒

● About the membership card  
Undergraduate and postgraduate students, faculty and staff: please use the University Co-op App. The registration procedure will be provided by email or at the counter.

With the University Co-op App, you can check your investment with your electronic membership card, use the Co-op e-money payment system, and make various changes.

● 東京大学消費生活協同組合 定款

目次 **Article of Incorporation**

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☒ I agree.

● Privacy Policy

The University of Tokyo Co-op: Revised July 27, 2022

The University of Tokyo Co-op has established the following policy regarding the protection and handling of personal information obtained and used by the Co-op to ensure proper handling of such information.

1. Name of business operator, etc.

☒ I agree.

Agree and proceed. →

After reviewing the information, check the box and click the button at the bottom of the page.

内容を確認したら、チェックボックスにチェックを入れ、最下部のボタンをクリックします。

## Confirmation before application

Required fields differ depending on who is subscribing. Please take a moment to answer the following questions.

### Who joins the union?

Undergraduates/graduate/students

faculty

Other

### Are you an international student?

No

Yes

Thank you for your response. Please proceed to enter your application details.

NEXT



[return](#)

Please select the option that best matches your profile, then click "NEXT."

ご自身の属性に合うものを選択し、「NEXT」をクリックします。

Undergraduates/graduate/students 留学生  
for international student

## Subscriber information (1/5)

Please enter subscriber information.

first name

middle name

last name

first name (katakana)

middle name(katakana)

last name(katakana)

gender

☐ male☐ female☐ Prefer not to respond

Date of Birth

Follow the on-screen instructions  
and enter the required information.

画面に従って、必要事項を入力します。

If you're unsure how to write your name in  
Katakana, please use AI or other tools.  
Output format:  
Country, Your Name, Katakana

日本語読みが不明な方は、AI等を活用してください。  
AIへの指示例: 国名、氏名、カタカナ表記

The Katakana name entered here is for  
convenience only and does not have to  
match the name on your bank account or  
other documents.

ここで登録するカタカナ名は便宜上のもので、銀行口座の名前等と一致  
しなくても問題ありません。

## 加入WEBサイト

Please enter in Japanese

Address (apartment name, room number, etc.)

Please enter the full address, including the street number, apartment or building name, and room number.

Cell phone number

-  -

Phone number

-  -

Subscriber's email address

Commuter Type

☐ living at home

☐ Living alone

☐ dormitory

classification

Undergraduate

Faculty/Graduate School

Center for Global Education

Year and month of admission

/

Expected Graduation Date

/

Please enter your cell phone number and phone number.

If you have only one of either a mobile phone number or a telephone number, enter the same number in both fields.

「携帯電話番号」と「電話番号」を入力してください。

「携帯電話番号」と「電話番号」のどちらか片方しかお持ちでない場合は、同じ番号を両方の欄に入力してください。

## 加入WEBサイト

Please enter in Japanese

Address (apartment name, room number, etc.)

Please enter the full address, including the street number, apartment or building name, and room number.

Cell phone number

-  -

Phone number

-  -

Subscriber's email address

Commuter Type

☐ living at home

☐ Living alone

☐ dormitory

classification

Undergraduate

Faculty/Graduate School

Center for Global Education

Year and month of admission

/

Expected Graduation Date

/

Please select your housing type.

- Living at home

→Domestic (international/Japanese) students who live with their parents/guardians.

- Living alone

→Students living in private apartments, dormitories or other accommodations other than UTokyo dormitories.

- Dormitory

→UTokyo dormitories such as Mejirodai International Village(MIV), Komaba Lodge etc.

住まい形態を選択してください。

- Living at home

→保護者と同居している方

- Living alone

→東京大学の寮以外の住居(アパート、寮、その他住居)に居住する方

- Dormitory

→東京大学宿舎

例: 目白台インターナショナルビレッジ、駒場ロッヂ

## 加入WEBサイト

Please enter in Japanese

Address (apartment name, room number, etc.)

Please enter the full address, including the street number, apartment or building name, and room number.

Cell phone number

-  -

Phone number

-  -

Subscriber's email address

Commuter Type

☐ living at home

☐ Living alone

☐ dormitory

classification

Undergraduate

Faculty/Graduate School

Center for Global Education

Year and month of admission

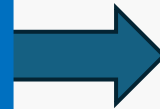
/

Expected Graduation Date

/

Please select the option that corresponds to the information on your student ID card. If your affiliation is not listed among the options, please select as shown below.

学生証に準拠した項目を選択してください。  
ご自身の所属が選択肢にない場合は下記の通り選択してください。



classification

Other students

Faculty/Graduate School

Other students



**Undergraduates/graduate/students 留学生**  
for international student

**Applicant Information** (2/5)

\*This is the address for correspondence regarding subscription applications.

Who is the applicant?

☒ self

☐ Other

Receive email notifications from the Co-op

☒ receive

**Next**



[return](#)

Please select “self” and then click ”NEXT.”

「self」を選択し、「NEXT」をクリックします。



**Undergraduates/graduate/students 留学生**  
for international student

**identification document** (3/5)

Please upload one of the following.

(We may need to verify that you are eligible for membership in the University Co-op.)

- University student ID card
- University faculty/staff ID card
- Employee ID card (if you work on the university campus)
- Graduate school admission letter or acceptance letter (for prospective graduate students)

※Accepted file formats: .jpg / .jpeg / .png/ .gif

※Maximum file size: 10 MB

+ Select a file

Next



Click inside the box and upload your student ID card.  
Once the upload is complete, click "NEXT."

枠内をクリックし、学生証をアップロードしてください。  
アップロードが完了したら、「NEXT」をクリックしてください。



大学生 留学生  
for international student

### Subscription application has been completed. (5/5)

Thank you for your application. A confirmation email has been sent to your registered email address. Please keep your subscription application number as it is required to check your history and make inquiries.

Confirm your application ▼

Please proceed directly to the payment procedure selection. Please note that you will not be enrolled until the payment procedure is completed.

Go to payment procedure →

Please check that an email has been sent to your registered email address.

登録したメールアドレスにメールが届いているか確認してください。

Please complete the payment procedure.

Payment details

capital(60 Shares) 24,000Yen

commission 0Yen

① total amount 24,000Yen

Please select a payment method

☐ credit

☒ Store Payment

☐ payeasy

window selection

☐ Menbar Center (HONGO)

☒ Komaba Office

②



①If you wish to pay by credit card, select "Credit" and enter your credit card information.  
If you wish to pay in store, select "Store Payment."

クレジットカード支払いの場合、「credit」を選択し、クレジットカード情報を入力してください。  
店頭支払いの場合、「store payment」を選択してください。

②If you selected "Store Payment" in Step ①, select "Komaba Office."  
You will now proceed to the payment process.

①で「Store Payment」を選択した場合、「Komaba Office」を選択してください。  
この後、支払手続きをいたします。