

INTERNATIONAL CHRISTIAN UNIVERSITY

**APPLICATION AND SCREENING FEES (¥10,000) PAYMENT FORM**

**Please refer to information in the section 'How to Pay' on the next page of this form.** Fill out the payment form and forward it together with a print/copy of the payment webpage or a photocopy of your bank transfer remittance receipt to the following address:

Summer Courses in Japanese  
 International Christian University  
 3-10-2 Osawa, Mitaka-shi,  
 Tokyo 181-8585  
 Japan

**Bank details for Bank Transfer:**  
 Bank of Tokyo-Mitsubishi UFJ, Mitaka Branch  
 Branch code: 222  
 Payable to: **International Christian University**  
 Regular Account No. 0665405  
**Swift Code: BOTKJPJT**

To be completed by applicant

Name (print)

Family \_\_\_\_\_ Given \_\_\_\_\_  
 Middle \_\_\_\_\_

E-mail: \_\_\_\_\_

Applicant's address: \_\_\_\_\_

Please check the applicable box.

- I have paid with credit card and enclose a print/copy of the payment webpage.
- I have paid via bank transfer and enclose a photocopy of the bank transfer remittance receipt in **Japanese yen.**

Name of bank: \_\_\_\_\_

If the remittance cannot be made in the applicant's name, please include the remitter's name here:

Name of the remitter: \_\_\_\_\_

- I enclose an International Postal Money Order (IPMO) in **US Dollars**, equivalent to ¥10,000.

Office Use ONLY

note:

Date of receipt \_\_\_\_\_

Reference no. \_\_\_\_\_

App# (SCJ) \_\_\_\_\_

**RECEIPT**

**Date:** \_\_\_\_\_

Dear \_\_\_\_\_

App#(SCJ) \_\_\_\_\_

We have received your payment of 10,000 yen for your Application and Screening Fees.

Thank you,  
 Office of Summer Courses in Japanese  
 International Christian University, Mitaka, Tokyo

## HOW TO PAY APPLICATION AND SCREENING FEES

Payment of the Application and Screening Fees should be made as follows.

**\*Personal checks and travelers checks will NOT be accepted.**

(1) Credit card

Please go to our webpage for credit card payment. <http://subsite.icu.ac.jp/office/scj/fees/>

- Printed receipt of the payment webpage must be sent with your payment form.
- **It is not possible to pay tuition and accommodation fees with credit card.**

(2) Bank Transfer

Payment should be made in **JAPANESE YEN**

Bank of Tokyo-Mitsubishi UFJ, 3-26-12 Shimo-Renjaku, Mitaka, Tokyo

Payable to: **International Christian University**

Regular Account number: 0665405

Branch code: 222 (Mitaka Branch)

SWIFT code: **BOTKJPJT**

- **If you pay your Application and Screening Fees from abroad, add ¥2,500 for bank handling charges (total ¥12,500).**
- Please write "Application and Screening Fees for [applicant's name]" in the message column on the bank's transfer request form.
- A photocopy of the bank's receipt for this transfer must be sent with your payment form.

(3) International Postal Money Order (IPMO)

If you cannot make a wire transfer, you may pay by an international postal money order (equivalent to ¥10,000) in US Dollars, payable to **International Christian University**, 3-10-2 Osawa, Mitaka-shi, Tokyo Japan. 181-8585. **DO NOT rewrite or erase** the payee's (ICU's) name/address on the international postal money order. If any corrections are made, the money order will become invalid.

- **It is not possible to pay tuition and accommodation fees with international postal money orders.**

This is due to the fact that several money orders would be necessary and handling charges will be required for each one.

**Note:** It may take several days to process wire transfers or international postal money orders. Please confirm in advance how long it will take in your region. The payment should be made by February 28 2017.