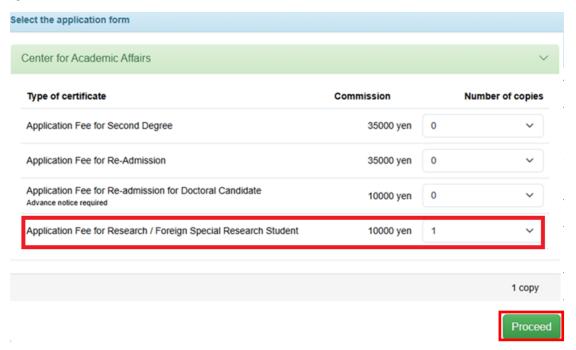(1) Access the following website:
   URL:https://certificate-s.cl.sophia.ac.jp/cert/i/i_registration.html
(2) After selecting "LANG: English" in the top-right corner of the screen, enter a valid email address that can receive messages.
(3) Access the URL sent to your email.
(4) Check the box indicating "I agree with the above" and click the "Agree" button.
(5) Enter your full name, phonetic spelling of your name (in Katakana), phone number and click the "Use" button.

(6) "Application Fee for Research / Foreign Special Research Student" select "1" in the "Number of Copies" field and click the "Proceed" button.

(7) Leave the "Attachment file" field blank and click the "Proceed" button.