

March 12, 2025

Parents of new students

Hyogo Prefectural Himeji Kita High School

Request for registration of bank account for withdrawing tuition fees and other school fees

We would like to congratulate you on your admission to our school.

Regarding the above, please refer to the following financial institutions for debiting school fees and tuition fees:

Please register an account.

Notes

1. Documents to be sent

- (1) Information on online account transfer service
- (2) List of financial institutions that handle direct debit services
- (3) Osaka Gas Finance Online Account Transfer Registration Procedures
- (4) Frequently asked questions about direct debit

2. How to register an account

Registration can be done by the parent or student's own smartphone or tablet.

The required authorization code is on the back of this document.

- (1) To register an account, please contact the financial institution listed in the attached "List of Financial Institutions Handling Direct Debit Acceptance Services."

Please specify. Financial institutions highlighted in gray cannot be registered online. Account Registration Request Form

Paper registration is required, so please contact the school.

- (2) Applicants for the enclosed "Osaka Gas Finance Account Online Registration Procedure Guide"

Please confirm that your name is the same as that of the student.

- (3) Using the "Guide to Online Account Transfer Service," go to "Osaka Bank" on your smartphone or tablet.

Read the QR code in the "Gas Finance Account Transfer Web Registration Procedure Guide" and enter the authentication code.

Please enter the information and register a regular savings account in your personal name.

(In the name of the guardian or the student)

## Authentication code himekita325003

• The account holder is entered as the student's name. If you wish to change the account holder name, please use the online account transfer service.

Please refer to step 3 on the back of the "Guide to the Application" and make any necessary changes. Leave the "Relationship to Applicant" field as it is.

Tap "Next".

In addition, the student name on the recipient's name is displayed as follows according to the display rules of financial institutions.

If you wish to change the account holder name from a student name to a parent/guardian name, etc., please follow the steps below.

A Kana yo-on sounds and tsu-on sounds (small letters) such as "ya", "yu", "yo", and "tsu" are written as clear sounds (large letters).

Example: Ryutaro → Ryutaro

"Wo" is an invalid character, so it is changed to "O".

C "•" is an invalid symbol, so change it to a space.

E. The "y" (long note, extension bar)" used to extend a sound has been changed to "-" (half-width minus sign). •

At the end of the procedure, [Successful] will be displayed. Click the [Close] button on this screen to complete the registration.

Be sure to operate until the end.

• If you are unable to register online, you will need to register using the Account Registration Request Form (paper).

Then, please apply to the school.

### 3. Deadline for Account Registration

(1) Online registration: Until Friday, April 25, 2025

• Register using the direct debit request form. Submit to the school office by Wednesday, April 23, 2025.

• Even if you are forced to miss the deadline for registering your account, we will still accept your account registration.

In that case, please notify us of the first withdrawal from your account in fiscal year 2025.

Please understand that we may not be able to make it in time.

— a tip )  
[Contact Information •

N  
Hyogo Prefectural Himeji Kita High School

Self-service classroom  
Office

TEL 079-281-0118 Automatic voice response •



スマートフォン・タブレットから  
サツとお申込み完了!



# WEB口座 振替サービス のご案内

スマホだけで  
簡単手続き!

24時間365日  
スピーディに  
お申込!

銀行印不要・  
ペーパーレスで  
設定完了!



■口座振替Web登録手順のご案内

**【口座振替Web登録手順のご案内】にある  
二次元コードをスマホで読み込んで、サツ  
と手続きOK!**

手順に従って設定するだけで、約5分で口座手続きが完了

- 金融機関のキャッシュカードをお持ちのお客さまに限りませ
- 裏面の設定手順を参考に、ご利用口座の店番号・口座番号・  
口座名義人名などをご用意の上、手続きください

**Q.** Is it available at all financial institutions?

**A.** Please note that some financial institutions do not support online account transfer services.  
Please select a financial institution that supports this service from the list displayed on the screen.

**Q.** Is the security safe?

**A.** Connections with financial institutions are made through NTT DATA's system, and the data sent is encrypted using SSL.  
In addition, an intrusion detection system monitors unauthorized access from outside 24  
hours a day, so customers can use the service with peace of mind.

# WEB口座振替サービスの設定手順

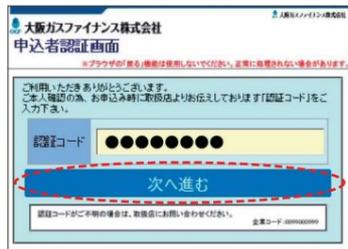
## 手順① 二次元コードからアクセス

【口座振替Web登録手順のご案内】に記載されている二次元コードをお客さまのスマートフォンまたはタブレットで読み取ってください。



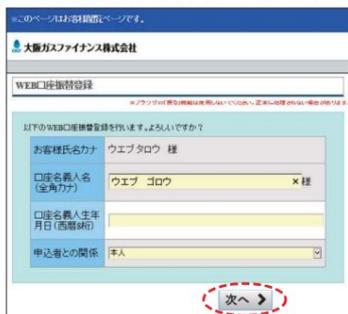
## 手順② 認証コード入力

読込んだURLの「申込者認証画面」に認証コードを入力ください。  
※認証コードが分からない場合は、取扱店にご確認ください。



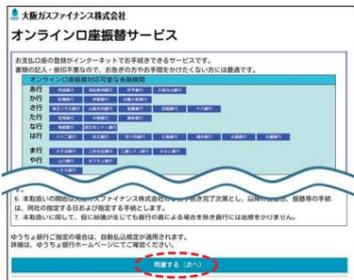
## 手順③ 口座名義人情報入力

口座名義人名を確認し、変更する場合は入力ください（全角カナ、姓と名の間は1文字空けてください）。生年月日（西暦・数字のみ8桁）を入力ください。申込者との関係欄は本人のまま「次へ」をタップしてください。



## 手順④ ご利用規約のご確認

内容をよく読み、「同意する(次へ)」をタップしてください。



## 手順⑤ ご利用金融機関ご選択

金融機関の種類を選択いただき、ご利用の金融機関のWeb受付サービスをお選びください。



## 手順⑥ 口座情報のご入力

### ゆうちょ銀行をご利用の場合

口座名義人名(カナ)を確認の上、「次へ進む」ボタンを押してください。



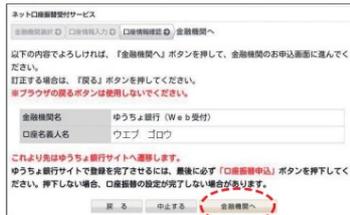
### その他金融機関をご利用の場合

金融機関によっては、この画面で口座番号などの入力を求められることがあります。店番号、口座番号、口座名義人名など、必要な情報を入力の上、「次へ進む」ボタンを押してください。



内容を確認し、「金融機関へ」ボタンを押してください。

内容を確認し、「金融機関へ」ボタンを押してください。



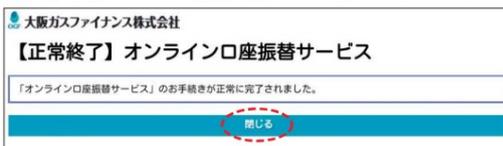
## 手順⑦ 各金融機関のWEBサイトへログインします

ログイン先の各金融機関サイトで、口座番号・生年月日・キャッシュカード暗証番号等の必要な情報を入力いただきます。登録完了にあたるボタンで大阪ガスファイナンスサイトの完了画面(手順8)が表示されます。

- ※各金融機関のWEBサイトでの操作になります。金融機関によって求められる入力情報が異なる場合がございます。
- ※手順8の登録完了画面へ移行する完了ボタンの表示は金融機関ごとに異なります。各サイトの説明に従って、最後まで入力ください。
- ※金融機関によっては「口座振替の受付を完了しました」と表示されても【収納機関へ通知】ボタンをタップしないと正常に完了しない場合があります。

## 手順⑧ 登録完了

手順7で正しく入力完了すると「『オンライン口座振替サービス』のお手続きが正常に完了されました。」と表示されます。「閉じる」ボタンを押してください。



この画面で「閉じる」ボタンを押すと登録完了になります。必ず最後まで操作ください。  
※途中で操作を終了された場合は登録されません。

List of financial institutions handling direct debit services

As of January 2025

The financial institutions where you can make direct debit payments are as follows:

Please register your account using the registration documents provided by the school.

Financial institutions highlighted in gray can only be registered using a paper account registration request form.

City Banks	Trust Bank	Online banking and others	Japan Post Bank Labor Bank	
Mizuho	Mitsubishi UFJ	ion	Japan Post Bank Kinki	
Mitsubishi UFJ	Mizuho	GMO Aozora Net		
Sumitomo Mitsui	Sumitomo Mitsui	au yourself		
Resona		Sony		
		Rakuten		
		Sumishin SBI Net		
		SBI Reborn		

Regional Banks						
Hokkaido and Tohoku	Kanto	Hokuriku and Chubu	Tokai	Kinki	Chugoku/Shikoku Kyushu	Okinawa
Hokkaido		Fourth Hokkaido		Shiga Tottori Kyoto Sarin Joint Kansai		Fukuoka
North	Ashikaga	Hokuriku	Shizuoka	Mirai Shimane		Chikugo
Pacific Akita	Toohigi Jyo	Toyama	Suruga Shimizu			Nishinippon City
Northern	Saitama Resona Toyama Daiichi	Musashino	Shizuoka Central	Ikeda Senshu	China	Kitakyushu
Iwate	Hokuriku Chiba Fukui		Nagoya	Tajima	Tomato	Saga
Seventy-seven			Chukyo	Minato	Hiroshima	Eighteen Affinity
Sendai	Chiba Kogyo	Fukukuni	Thirty-three	Nanto	Maple	Higo
Toho	Keiyo	Yamanashi Central		Kiyoshi		Kumamoto
Fukushima	Kiraboshi	Eighty-two			Yamaguchi Salkyo	Toyowa
Daito	Tokyo Star Nagano Yokohama	Osaki			Awa	Miyazaki Sun
	Kyoritsu 16				Tokushima	Kagoshima
					Taisho 114	Southern Japan
					Kagawa	Ryukyu
					Iyo	Okinawa
					Ehime	Okinawa
					Shikoku	
					Kochi	

Shinkin Bank		Credit union
Chiba	Yamato	National Federation of Shinkin Banks
Choshi	Nara Chuo	Shiga Prefecture
Sawara	Kinokuni Kobe	Shiga and Shiga
Tokyo East		Daido
Tono	Himeji	Saikyo
Shiga Central	Banshu	Osaka Kyoel
	Hyogo	Osaka Savings
		Nozomi
		Osaka Prefecture Doctor
Nagahama Lake East Kyoto Kyoto	Osaka Nissin Awaji	Kinki Industry
Kyoto Hokuto	Tajima	Mille
Osaka	West Hyogo	Hyogo Prefectural Police
Osaka Welfare	Central Hyogo	Hyogo Prefecture Medical
Osaka City Tanyo Osaka Shoko	Okayama	Hyogo Prefecture
Eiwa Tsuyama		Tanyo
		Hyogo Sunflower
North Osaka Hiroshima		
Hirakata Tsuyama		
Nara Hiroshima		

Agricultural Cooperatives						
Gifu Prefecture	Shiga Prefecture Kyoto Prefecture Hyogo Prefecture Lake Biwako Prefecture	Shiga Kyoto Hyogo Rokko	North Osaka Koga Kyoto	Nara	Wakayama Prefecture	Cooperative Association
Megumi	Central Takatsuki City Akashi Green Omi Kyoto Yamashiro Ibaraki Lake East Kyoto Tanokuni Osaka Sakai City Hyogo West North Biwako Osaka South Aiol City	Shiga Kyoto Hyogo Rokko North Osaka Koga Kyoto	Kyoto Osaka	Prefecture	Wakayama Shiga Prefecture	
					Nagamine Kyoto Prefecture	
					Kinosato Osaka Prefecture	
					Upper Kihoku River, Hyogo Prefecture	
					Arida Wakayama Prefecture	
					Kishu	
					Kinan	
			Green Osaka Harima			
			Tajima, Nakagawa, Osaka			
			Eastern Osaka, Tanba Hikami			
			Kukasu Tanba Sasayama			
			Sunrise at Awaji in Kitakawachi			
			Awaji Island, Osaka City			

\*Agricultural Cooperatives (Osaka Prefecture) will begin accepting applications from April 1, 2025.

## Frequently asked questions about direct debit

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## Frequently asked questions about transfer account registration

### About Withdrawal Account

Q: Can the account holder be set to an account other than the parent's?

A: It is possible to register a debit account not only in the student's name, but also in an account other than the parent's name.

Q: Can I make direct debit payments at my financial institution?

A: Please check the list of financial institutions.

Q: The financial institution I want to use is not on the list of financial institutions. What should I do?

A: Please specify an account at a financial institution listed in the list of financial institutions. If you do not have an account listed in the list of financial institutions, however, you will need to create an account at a financial institution.

### Regarding online account transfers

Q: I can't read the QR code.

A: Please check the following. - Try reading it with the camera function (QR reading function) of your device (smartphone/tablet). (Some apps may not open the site when reading the QR code, so try reading it with a different camera function or QR code reading app.) - Try changing your browser. (If you are not using a general browser such as Safari or Chrome) - Try reading it with a different device (smartphone/tablet).

Q: After scanning the QR code, the URL opens but the screen turns blank.

A: The online account transfer registration may have already been completed. (Check the registration details at your school.)

Q: My QR code has expired.

A: The school will reissue your registration form.

Q: I entered the authentication code but an error message appears and I cannot proceed.

A: Please double check the authentication code and enter it correctly. If you are unable to log in even after entering it correctly, the school will reissue the registration form.

Q: On the account holder information input screen, the only options for relationship to the applicant are "self" and "spouse," and there is no option for "parent and child."

A: The Relationship to Applicant field will not be used for this direct debit acceptance registration, so leave "Self" selected in the Relationship to Applicant field and click (tap) "Next."

Q: Can I register a corporate account or an account in the name of a sole proprietor such as an individual with a trade name?

A: No. Please register a regular savings account under your personal name.

Q: Can I register a checking account and/or savings account?

A: No. Please register a regular savings account under your personal name.

Q: After moving to the financial institution screen, I can no longer proceed. I don't know the password for the financial institution (I haven't received a notification).

A: Please contact the registered financial institution as the account holder.

Q: An error occurred.

A: Please scan the QR code again to complete the process. If you do not know the reason for the error (if the error occurs repeatedly), please contact the financial institution directly to inquire about the reason.

Q: I would like to confirm whether the registration for online direct debit acceptance has been completed successfully.

A: If the screen says "Successful", your registration is complete. (You can check at school from the next day onwards.)

Q: I would like to change my direct debit account after completing the online direct debit registration. Can I change it by re-scanning the QR code on the information sheet and going through the procedure?

A: The QR code is valid only once after successful completion. You cannot change the account after registration is complete using the same QR code. To change the account, you will need to reissue the guide document. However, if you re-register, you will be charged the fee again.

Q: Is online bank transfer processing safe?

A: Online account transfer registration is done on the website of each financial institution, not on the website of the collection agent or other companies. In addition, the connection with the financial institution is made through the NTT Data system, and the data transmitted is encrypted.

Q: I would like to use an account for which I do not have a cash card. Can I use online account transfer?

A: No. You can't use this service. Please create a cash card or set up a different account.

■ Matters concerning the notification form (how to fill it out)

Q: I don't know how to fill out the form.

A: Please check the sample on the back of the first page of the direct debit notification form.

Q: Whose name should I write in the applicant section?

A: Please enter the student's name.

Q: Can the applicant and account holder be different?

A: The applicant and the account holder can be different.

Q: I made a mistake when filling out my information.

A: Please draw a double line through the corrections and stamp the form with the seal of the financial institution you are registering with. If the stamp makes the details unclear, please ask the school staff for a new form.

Q: I have a seal-less account, but I made a mistake when filling out the depositor name, financial institution, and Japan Post Bank fields.

A: Please receive the form from the school again and fill it out correctly.

Q: Can I write my name in any font?

A: Please fill in the font that you have registered with the financial institution. Example: Saito y Saito x Watanabe y Watanabe x

■ Matters related to notification forms (accounts and seals)

Q: I have a seal-less account, can I leave the registration seal field blank?

A: Please sign or affix a personal seal to the account.

Q: This is a signature account, so what should I do with the registration seal field?

A: Please enter the signature of the account holder that has been registered with the financial institution.

Q: I stamped the wrong registration seal and now I can't stamp the correct seal in the registration seal field.

A: Please stamp within the account name field. (If you stamped the wrong name by mistake, please cross out the stamp with two lines.)

Q: I don't know what seal to use, so can I use all the seals I have?

A: If you don't know the seal, check the seal at the financial institution counter and stamp the correct seal. (If multiple seals are stamped, the document may be returned due to a defect that multiple seals are not allowed.)

Q: The print has smudged/is faint and hard to see, can I still submit it as is?

A: Please stamp it neatly in the space nearby, or ask the school for another form.

Q: Do I have to stamp the discarded section?

A: Stamping the cancellation stamp section is optional, so you can register without stamping.

Q: My application was returned due to an error, but I don't know what seal it should be.

A: We apologize for the inconvenience, but please check with the financial institution with which you conduct transactions as the account holder.

■ Matters related to notification (Web approval)

Q: After submitting the direct debit notification form, I received an email from the financial institution requesting online approval. What should I do?

A: If you have registered for internet banking with your financial institution, you will receive a web confirmation email from the financial institution to verify your identity. Please follow the instructions within the specified period. \*Please note that if you do not follow the instructions, your account registration will not be completed and direct debit will not start.

Q: I have made an online banking transaction but have not received a confirmation email.

A: If you have not registered your email address with Internet banking, you may not receive the email. There is a possibility that you have received a notification via the financial institution's app, so please check. Or please contact the financial institution.

Frequently asked questions regarding direct debits of tuition fees etc.

■ About direct debit

Q: I would like to change my withdrawal account (if my account number changes).

A: To change the number, you will need to re-register online or submit a bank transfer notification form. The school will provide you with a web registration guide form or a bank transfer notification form. However, if you re-register, you will be charged the fee again.

Q: The account name will change. (Account number will remain the same.)

A: There is no need to submit a new notification form. After you have completed the account name change procedure at the financial institution, please contact the person in charge at your school and tell them the new account name.

Q: If I deposit money into my withdrawal account on the same day the money is transferred, will the money be debited? Also, I deposited money on the transfer date, but the money was not debited.

A: The time when funds are debited from your account and the time when deposits are reflected vary depending on the financial institution, so please deposit funds into your debit account on the business day before the transfer date.

Q: How will it be printed on the passbook?

A: The name of the school will be printed. (Some financial institutions may print "OGF" instead.)

Q: The money wasn't debited on the transfer date.

A: If there is insufficient funds on the transfer date, the money will not be debited. Also, if the account transfer registration has not been completed, the money will not be transferred.

