

A ① You need to submit “Notification of the Accepting Organization” on Immigration Bureau’s website.

Please submit it within 14 days before date of leave from Tottori University (date of return to your country).

After returning home, you cannot access to the website.

※If you do not submit it, a penalty may be imposed on you.

The screenshot shows the homepage of the Immigration Bureau of Japan's electronic notification system. At the top, there is a language selection menu with options for Japanese, English, Chinese, Portuguese, and Tagalog. A callout box points to this menu with the text "You can select a language." Below the menu, there are sections for "Notices" and "Log in (Notification under Article 19-16 and Article 19-17 of the Immigration Control and Refugee Recognition Act)". A callout box points to a button labeled "For mid-to-long-term residents". To the right, there is a login form with fields for "Authentication ID" and "Password", and a "Log in" button. Below the form, there are instructions for users who have an authentication ID, those who need to register, and those who need to reissue their ID or password. A callout box points to a link labeled "Authentication ID issued".

The screenshot shows the "Step 1 (Enter)" registration form. It includes fields for "Name in alphabet", "Date of birth", "Sex", "Nationality (region)", "Residence Card No.", "Authentication ID you want", "Password", "Password (Enter again)", "E-mail address change", and "Terms of Use". A callout box points to the "Authentication ID you want" and "Password" fields with the text "Please set an ID and a password." The "Confirm" button is circled in orange.

② After completing ID registration, the login URL will be send to your email.

③ Please select “left”, and enter your information.

Menu for mid-to-long-term residents

Various notifications

Choose the item involving a change.

Notification of active organization

- The name of the institution you serve has been changed
Name change
- The location of the institution you serve has been changed
Location change
- The institution you serve has been abolished
Abolished
- You left the institution
Left
- You moved to another institution
Moved

User information change

Change your user information below.

Step 1 (Enter) >> Step 2 (Confirm) >> Step 3 (Accepted)

Enter your notification (Left)

Person submitting this notification

- Enter information on the person notifying.
- Enter what is written in your Resident Card precisely, as you enter the information on the person notifying.
- In case your name is not written in English on your residence Card, enter your name spelling it as it appears on your passport.

※:Required items [FAQs and As](#)

Name in alphabet※
Example)TURNER ELIZABETH MD
Enter 1-byte alphabetical letters. (upper case) Up to 104 letters Separate two words by a space.

Date of birth※
____/____/____
(Year/month/day)

Sex※
 男 Male 女 Female

Nationality (region)※

Address※
Prefecture, municipality Search Click the button and choose from the list displayed.
Town name, street name, etc. Example)轟ヶ関1-1-1 轟ヶ関ハイツ202号
Up to 80 2-byte characters

Residence Card No.※
____-____-____-____
1-byte alphanumeric letters (upper case), up to 12 letters
Example)AB12345678CD

Telephone number
____-____-____-____
Up to 12 1-byte letters
Example)0312345678

Cellular phone number
____-____-____-____
Up to 12 1-byte letters
Example)09012345678

Left the institution you belonged to

Enter your notification.

※:Required items

Date and year you left the institution※
____/____/____
(Year/month/day)

Name of the institution you left※

Up to 60 2-byte characters
Example)東京入国管理局

Location of the institution you left※
Prefecture, municipality Search Click the button and choose from the list displayed.
Town name, street name, etc. Example)南5-5-30 轟ヶ関ビル
Up to 80 2-byte characters

Confirm Back

Procedure complete

“Today”
(Future date will not be accepted.)

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