PNST Application Manual

PNST Administration Kyushu Institute of Technology

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PNST Application Flow

First, please see the Application Flow which can be downloaded from the URL:

https://www.tobata.kyutech.ac.jp/gr-school/gra-program/seic-pnst/

	licante	
	licants	
-	-	essing the download & upload site, please try using the "in-private mode" of your browser. lease refer to the websites below:
Nicrosoft supp		lease refer to the wedsites below:
		n-us/microsoft-edge/browse-inprivate-in-microsoft-edge-cd2c9a48-0bc4-b98e-5e46-ac40c84e27e2
Google support		
ttps://support.	google.com/chro	me/answer/95464?hl=en
_	Visit the	PNST Registration website
Stop 1	URL:	https://www.unoosa.org/oosa/en/ourwork/access2space4all/PNST/PNST_Rounds.html
Step 1		registration can be found in the section "Information Note and Application Documents".
		to update your registered information, you can do so from the same URL by filling out the
J.	same email a	ddress and ID number received by the confirmation email.
Step 2	Complete	the form and submit
↓	-	
		ation emails within 30 minutes. If you do not receive emails within 30 minutes, check your junk
mail box. If y	ou still cannot	find emails, please contact us from the Inquiry form.
	Receive t	wo confirmation emails
	Email_A)	Subject: We accepted your registration for PNST. (PNST2024-XXXX)
_		From: ml_pnst.space <pre>pnst.space@mail.kyutech.jp></pre>
		This email includes:
		 Your registration details and ID number
Step 3		 URL to download the application formats
		 URL to register your referees' name and email address
	Email_B)	Subject: No-reply_PNST Administration shared the folder "PNST2024-XXXX" with you
_		From: No-reply_PNST Administration <pa_faculty.space.clerk002@mail.kyutech.jp></pa_faculty.space.clerk002@mail.kyutech.jp>
		This email includes:
		- URL for uploading application files
	Visit the	Registration of your Referees
Step 4		Refer to your Email A
Ļ	UNL	
·	Complete	the form and submit it THREE times.
Step 5	-	your three referees, you are required to submit this form for three times.
	==>Applicar	t will also receive a confirmation Email C.
\downarrow		
		Application formats DOWNLOAD Site and download them.
Step 6		cation is required. Receive a verification code from Microsoft Notifications <no- microsoft.com>.</no-
-		Refer to your Email A
Ļ	UKL	
	Complete	all the Application documents followed by the instructions on the
Step 7	Checklist.	
\downarrow		
	Visit the	Application files UPLOAD Site
Step 8		cation is required. Receive a verification code from Microsoft Notifications <no-< td=""></no-<>
		microsoft.com>.
		Refer to your Email B
	UKL	

2. Rei	ferees	
		es will receive two confirmation emails. (Applicants will receive only
	Email C	•
	Email_C	Subject: Request for a Referee report for Applicant's name (PNST2024-XXXX)
		rion: m_phst.space <phst.space@mail.kyutech.jp></phst.space@mail.kyutech.jp>
Step 1		This email includes:
		 Applicant's name and PNST ID number
Step1		 URL to download a Referee report format
		- Referee report submission instruction
	Email_D	Subject: No-reply_PNST Administration shared the folder "referee's email address" with you
	Ellian_L	From: No-reply_PNST Administration <pa_faculty.space.clerk002@mail.kyutech.jp></pa_faculty.space.clerk002@mail.kyutech.jp>
		This email includes:
		- URL for uploading Referee Report for the designated ID number's
\downarrow		
		e Referee report format DOWNLOAD Site and download it.
Step 2		ification is required. Receive a verification code from Microsoft Notifications <no- fy.microsoft.com>.</no-
1		L Refer to your Email_C
↓ 		
Step 3	Fill out a	a Referee report format.
\downarrow		
		e Referee report UPLOAD Site
Step 4		ification is required. Receive a verification code from Microsoft Notifications <no-< td=""></no-<>
		fy.microsoft.com>.
	UR	L Refer to your Email_D
\downarrow		
Step 5	Upload	the referee report before the deadline.
	Submissio	n deadline: 23:59 (Japan Standard Time), Friday 5 January, 2024
	Frequ	ent Asked Questions (FAQ) about Application Flow for PNST
01:		ceived confirmation emails within 30 minutes after registration.
		make sure your email server settings to be able to receive emails from PNST Administration:
,		re <pre>prot.space@mail.kyutech.jp>,</pre>
		ST Administration <pre><pre>callet</pre>, and from </pre>
	Microsoft Not	ifications <no-reply@notify.microsoft.com> for the email verification.</no-reply@notify.microsoft.com>
	Check if you	have received those emails in your junk email box. If not, please contact us from the Inquiry URI
02.	I have receive	ed Email A (or Email C), but I cannot access to the download & upload sites.
		nultiple email accounts and are logged into your browser with a different email address than the
		stered for PNST, you will not be able to access the download & upload sites from that browser.
		It from the different email account on the browser, and try again. Or, please use "in-private
	-	ir browser.(*See the support websites indicated on the page top.)
	In case your	school or company are using Microsoft Office 365 account, you may not be able to access the
	download & u	upload sites. In such a case, please use "in-private mode" of your browser.(*See the support
	websites indi	cated on the page top.)
_	ry URL:	https://forms.office.com/r/YfEm1isdwQ

the Frequently Asked Questions (FAQ) on the UNOOSA website: https://www.unoosa.org/oosa/en/ourwork/access2space4all/PNST/PNST_Rounds.html

1. For Applicants

Step 1: Visit the PNST Registration website

https://www.unoosa.org/oosa/en/ourwork/access2space4all/PNST/PNST_Rounds.html

*The URL for registration can be found in the section "Information Note and Application Documents".

Step 2: Fill out and submit the form

Step 3: Receive Confirmation emails

After submit the form, you will receive two confirmation emails within 30 minutes.

Email_A)	Subject: We accepted your registration for PNST. (PNST2024-XXXX)	
Linali_A)	From: ml_pnst.space <pnst.space@mail.kyutech.jp></pnst.space@mail.kyutech.jp>	
	This email includes:	
	- Your registration details and ID number	
	- URL to download the application formats	
	- URL to register your referees' name and email address	
Email_B)	Subject: No-reply_PNST Administration shared the folder "PNST2024-XXXX" with you	
LIIIall_D)	From: No-reply_PNST Administration <pa_faculty.space.clerk002@mail.kyutech.jp></pa_faculty.space.clerk002@mail.kyutech.jp>	
	This email includes:	
	- URL for uploading application files	

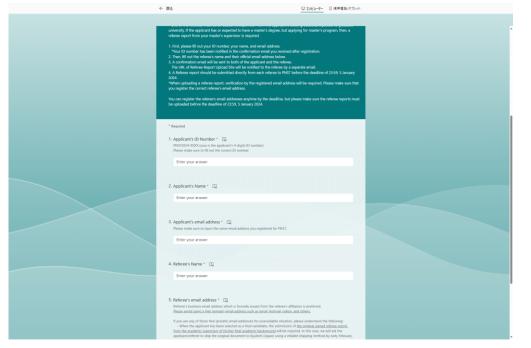
Step 4: Visit the Registration of your Referees

Applicants are required to register your referee on the designated form. The URL is notified on the Email_A.

Step 5: Fill out and submit the form

To apply for PNST, a referee report from three referees who are familiar with the applicant's work and qualifications will be required.

- * You can only register your referee one by one.
- * To register your three referees, you are required to submit this form for three times.



After submitting the form, you will receive a confirmation email within 30 minutes.

Applicants will receive only Email_C.

Empil ()	Subject: Request for a Referee report for Applicant's name (PNST2024-XXXX)
	From: ml_pnst.space <pnst.space@mail.kyutech.jp></pnst.space@mail.kyutech.jp>
This email includes:	
	- Applicant's name and PNST ID number
	- URL to download a Referee report format
	- Referee report submission instruction

Step 6: Download the Application formats

Applicants should download the application formats from the URL which is notified by Email_A. When accessing the URL, Email Verification is required.

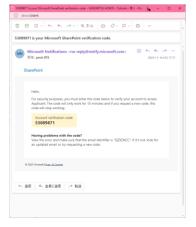
You will receive a verification email from Microsoft Notifications <no-reply@notify.microsoft.com>. Please enter your email address in the Microsoft Verification page, and click on "Next".

*NOTE: It must be the same email address you registered for PNST.

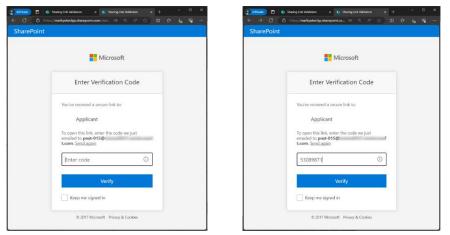
Email_A	Microsoft Verification Webp
Bit is control pro-ingenerative PROT-CANIMTRA ADMin - Dutrock - 2A - Microsoft Stage	Definition D Demonstrative for the set of
We accepted your registration for PNST	Shareroint
■ ml.pnstspace@mail.kyutech.jp> Image: Section 2000 for the point of the poin	Microsoft
Name	Verify Your Identity
We accepted your registration. You can download the necessary PNST application formats from the following URL.	
広嘉美园新宏博或の共有3222	You've received a secure link to:
Please make sure to follow the detailed instructions of required documents on the Checklist: $\label{eq:linear} http://#IE \lambda$	Applicant
After you have completed all documents, please upload them to the designated "Application Files Upload See" by no tare than 5 January 2024 (Friday, 2259 JT). URL 10 January 2024 (Friday, 2259 JT).	To open this secure link, we'll need you to enter the email that this item was shared to.
If you need update your application documents, you can re-upload by the deadline. However, late applications will not be accepted.	Enter email
[Instructions about Referee reports]	
1. You should register your referee's name and email address on the URL below. https://未記入	Next
Referee report from three referres who are familiar with the applicant's work and qualifications will be required. * You can only register your referres one by one. • To register your referres you are required to submit this form for three times.	By clicking Next you allow (Systhia Institute Of Technology to use your email address in accordance with their provides tables to their terms for you to review.
 After you register your referee's email address, instructions for how to submit referee report will be notified to each referee. The three referee reports should be submitted by uploading to the designated URL by the referee 	ID 2017 Microsoft Primary & Cookies

Microsoft Verification Webpage

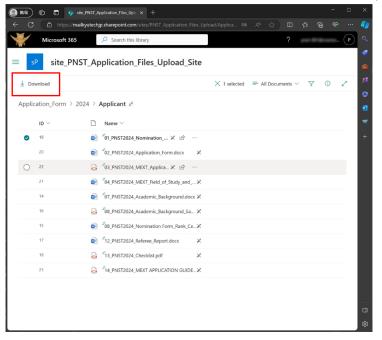
Once email verification is complete, a verification code will be sent to the applicant's email address.



Please input the verification code on the Microsoft Verification webpage, and click on "Verify".



After verification is completed, you will be allowed to access the application formats download site. The site will be shown as below. Select all 10 documents, and click on "Download".



Step 7: Complete all the Application documents followed by the instructions on the Checklist.

Step 8: Visit the Application files UPLOAD Site

Step 9: Upload your application documents before the deadline.

Submission deadline: 23:59 (Japan Standard Time), Friday 5 January, 2024

Applicants will receive URL for uploading application files in the Email_B.

Subject: No-reply_PNST Administration shared the folder "PNST2024-XXXX" with you From: No-reply_PNST Administration pa_faculty.space.clerk002@mail.kyutech.jp

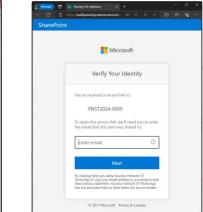
When accessing the URL, Email Verification is required. You will receive a verification email from Microsoft Notifications <no-reply@notify.microsoft.com>. Please enter your email address in the Microsoft Verification page, and click on "Next".

*NOTE: It must be the same email address you registered for PNST.

Email_B

£1.8	107-547 ① 戦会 - ち ち か - ミス-ム 白 〇 - 戸 - 日 …
eo-reply_	PNST Administration shared the folder "PNST2024-0005" with you
	ß
	No-reply_PNST Administration shared a folder with you
	Name This is to let you know the URL for uploading your application files for PMST.
	After you have completed all documents, please upload them to the following URL by no later than 5 January 2024 (Pidlay 2359 /57). ** To access the URL you will be required to verify by your registered enail address.
	PNST2024-0005
	(2) This look only works for the direct sequences of this message. Open
	T Microsoft
	Procey Statement

Microsoft Verification Webpage



Once email verification is complete, a verification code will be sent to the applicant's email address.

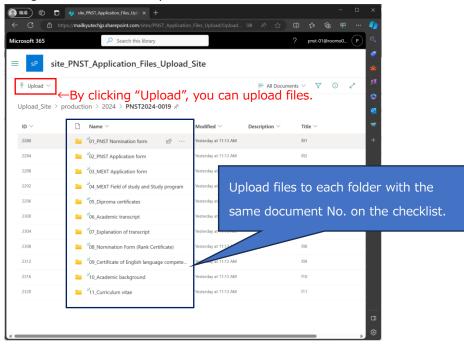
6	
0898	871 is your Microsoft SharePoint verification code.
	Microsoft Notifications <no-reply@notify.microsoft.com> © ち も ご … 見完: pnst-015 2023-11-14 (00 1781)</no-reply@notify.microsoft.com>
s	harePoint
	Hello.
	For security purposes, you must enter the code below to verify your account to access Applicant. The code will only work for 15 minutes and if you request a new code, this code will stop working.
	Account verification code: 53089871
	Having problems with the code? View the error and make sure that the email identifier is "Q292NCC". If it's not, look for an updated email or try requesting a new code.
	a 2020 Microsoft <u>Editary III. Coobias</u>
6.8	11년 🔨 全員に道信 🧼 転送

Please input the verification code on the Microsoft Verification webpage, and click on "Verify".

	SharePoint
Microsoft	Microsoft
Enter Verification Code	Enter Verification Code
You've received a secure link to:	You've received a secure link to:
Applicant	Applicant
To open this link, enter the code we just emailed to pnst-015∲ t.com. Send again	To open this link, enter the code we just emailed to pnst-015@ F t.com . Send again
Enter code	53089871 0
Verify	Verify
Keep me signed in	Keep me signed in
© 2017 Microsoft Privacy & Cookies	© 2017 Microsoft Privacy & Cookies

After verification is completed, you will be allowed to access the folders for uploading your application files.

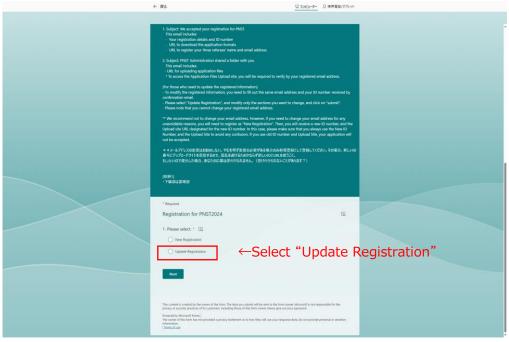
The site will be shown as below. You will see eleven folders to upload your application files. Please make sure to upload each application file, equivalent to the Checklist document No, to the designated folder one by one.



[For those who need to update the registered information] Step 1': Visit the PNST Registration website

- To modify the registered information, you need to fill out the same email address and your ID number received by confirmation email. - **Please select "Update Registration"**, and **modify only the sections you want to change**, and click on "submit". - **Please note that you cannot change your registered email address.**

** We recommend not to change your email address. However, if you need to change your email address for any unavoidable reasons, you will need to register as "New Registration". Then, you will receive a new ID number, and the Upload site URL designated for the new ID number. In this case, please make sure that you always use the New ID Number, and the Upload Site to avoid any confusion. If you use old ID number and Upload Site, your application will not be accepted.





Step 3': Receive a Confirmation email

After submit the form, you will receive a confirmation email within 30 minutes. For Update Registration, you will receive only Email_A.

2. For Referees

Step 1: Receive Confirmation Emails

Once applicants registered their referees, referees will receive the two confirmation emails.

Email_C)	Subject: Request for a Referee report for Applicant's name (PNST2024-XXXX)		
_ /	From: ml_pnst.space <pnst.space@mail.kyutech.jp></pnst.space@mail.kyutech.jp>		
	This email includes:		
- Applicant's name and PNST ID number			
	- URL to download a Referee report format		
	- Referee report submission instruction		
Email_D)	Subject: No-reply_PNST Administration shared the folder "referee's email address" with you		
	From: No-reply_PNST Administration <pa_faculty.space.clerk002@mail.kyutech.jp></pa_faculty.space.clerk002@mail.kyutech.jp>		
	This email includes:		
	- URL for uploading Referee Report for the designated ID number's applicant		

Step 2: Download the Referee report format

Referees are required to download a designated referee report format from the URL which is notified by Email_C.

When accessing the URL, Email Verification is required.

You will receive a verification email from Microsoft Notifications <no-reply@notify.microsoft.com>. Please enter your email address in the Microsoft Verification page, and click on "Next".

*NOTE: It must be the same email address you received Email_C.

Email_C	Microsoft Verificat
Measure for a Mercen space for 0004 Phot2004 0004 - Sandball(U 40MA - Ganesa - B.A Morrow Edge On - Hourd Sank	- D X
(1) 46월 전 7-14년 이 18월 - 이 18월 - 이 18월 - 이 17-16	C Imps//makyutedjps/unpoint.com/t/APRST_Application_File SharePoint
Request for a Referee report for 0004 (/98572024-0004)	SharePoint
mLprotipes: speatupes://multiposet.po Bit:peat.th.me Cr. peat.dem	© ⊗ ∧ ∧ ∧ ≡ – as n в н в п
Dear okuda-m	
This is to ket you know that the following applicant has requested you to submit a referee report for applying for the United Nations, Programme Port-graduate study on Nano-Satelike Technologies (PRC)1 https://mww.ucous.asi/Ocalan/Ocalant/Jaccestonated/1915/1905/1156astrent	Klupso Long-term Fellowship Verify Your Iden
10 punter 19657020-0006 1 sume 2004	You've received a secure link to:
To leave how to submit your Reference report. Key, please refer to the Application Role (POF) which can be downloaded from the webs https://mmstobata.loutech.ac.te/or_school/ora_scooram/leric_stms/	szz: Referee_report To open this secure link, we'll ne
Please download a Reference report format from the URL below: https://mailboatedisubarepoint.com/file/PIST.Application_Files_Upstand_EneBAzouba1PimpioTu/MDBu2KgTimisTu/Th-VBu2Kg	the email that this item was share
The referee is kindly requested to return the scenned copy of the completed signed referee report in electronic format (pdf) by uplo by no later than 23.59.5 January 2024 (IST).	Enter email
The Updata Size UBL will be control to the inference to a separate ensul with their "subject. No-reply, INET Administration shared the folder inference in while address utility you!" "This UBL addressized only to the above memorical applicant (TD Number, INST202e.0004, If you have been requested for a reference report by another applicant for PNOT phase do not submit it to the same UBL. The referee applicant, and it cannot be mixed.	report uplead site is different for each.
PIGT Administration Ryuchi Instante of Technology Ingary for PIGT	By cicking Neet you address gate and address in the second address is the herbing to use your end and address is the herbing of the second address is have not provided links to their terms for herbing address in the second address is the herbing of the herb
https://forms.office.com/v//1%Em1is.de/Q	© 2017 Microsoft Privacy 8
• BE • SECRE > EA	

Microsoft Verification webpage

Once email verification is complete, a verification code will be sent to the applicant's email address.

	71 is your Microsoft SharePoint verification code.				
090	/1 is your Microsoft SharePoint Verification code.				
	Microsoft Notifications <no-reply@notify.microsoft.com> ② か か パー・・・ 混売: pnst-015 2022-11-14 ()(0 17:17</no-reply@notify.microsoft.com>				
Sł	narePoint				
	Hello.				
	For security purposes, you must enter the code below to verify your account to access Applicant. The code will only work for 15 minutes and if you request a new code, this code will stop working.				
	Account verification code: 53089871				
	Having problems with the code? Were the error and make sure that the email identifier is "02327NCC". If it's not, look for an updated email or try requesting a new code.				
•	200 Moraut <u>Binot & Cottes</u>				
1.38	1個 🔨 全員に返信 🥂 転送				

Please input the verification code on the Microsoft Verification webpage, and click on "Verify".

👔 Indhiveder 📄 🔹 Sharing Link Wildston		Sharing Link Weisleton		
← O (@ https://maikyutechip.sha	mpoint.com/sites/PNST_Application_Files_Uplo 84 🔍 🗚 🏠 🖽 🎓 🥸 —	← → O @ tops//mailigutedtips	sharepoint.com/situs/PNST_Application_File 88 🔍 🗚 🟠	Ф 🕫 😪 —
SharePoint		SharePoint		
	Microsoft		Microsoft	
	Enter Verification Code		Enter Verification Code	
16	ou've received a secure link to:	You'v	ve received a secure link to:	
	Referee_report		Referee_report	
er	o open this link, enter the code we just mailed to prst-01-ref@+ oft.com. Send.again	email	pen this link, enter the code we just iled to pnst-01-ref (.com. Send.again	
[Enter code O	37	7196222	
	Verify		Verify	
	Keep me signed in		Keep me signed in	
	© 2017 Microsoft Privacy & Cookies		© 2017 Microsoft Privacy & Cookies	

After verification is completed, you will be allowed to access the format download site. Please select the referee report format, and click on "Download".

Step 3: Fill out a Referee report format.

Step 4: Visit the Referee report UPLOAD Site

Referees will receive the URL for uploading referee report in the Email_D.

Subject: No-reply_PNST Administration shared the folder "referee's email address" with you From: No-reply_PNST Administration <u>pa_faculty.space.clerk002@mail.kyutech.jp</u>

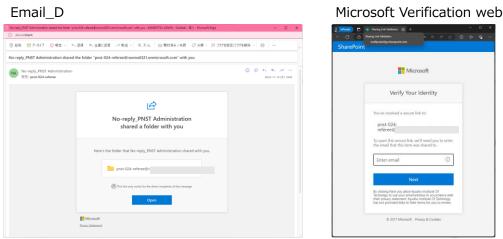
Step 5: Upload the Referee report before the deadline.

Submission deadline: 23:59 (Japan Standard Time), Friday 5 January, 2024

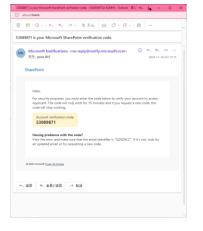
When accessing the URL, Email Verification is required. You will receive a verification email from Microsoft Notifications <no-reply@notify.microsoft.com>. Please enter your email address in the

Microsoft Verification page, and click on "Next".

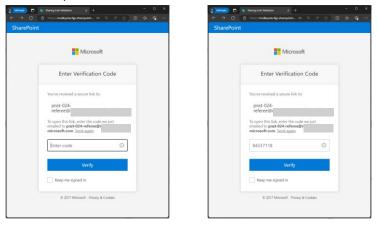
*NOTE: It must be the same email address you registered for PNST.



Once email verification is complete, a verification code will be sent to the applicant's email address.



Please input the verification code on the Microsoft Verification webpage, and click on "Verify".



Microsoft Verification webpage

After verification is completed, you will be allowed to access the folders for uploading a referee report.

The site will be shown as below. You will see a folder to upload a referee report for the specific PNST applicant.

InPrivate 🗊 🚯	site_PNST_Application_Files_Uplo \times +										
← C 🖞 https	// mailkyutechjp.sharepoint.com /sites/PNST_Application_Files_Upload/U			FUpload_Site%2Fproduction%2F20							
Micro	soft 365	✓ Search	this library								
sP site_PNST_Application_Files_Upload_Site											
T Upload ∨	←By clicking "Upload", you can upload a referee report.										
1 opload	ID number of applicant	Refer	ree's email address								
Upload_Site >	<pre>production > 2024 > PNST2024-0006 ></pre>	PNST-024-referee@xxx.xxxx.xx									
ID \sim	\square Name \vee	Modified $^{\smallsetminus}$	Modified By $^{\smallsetminus}$								
1670		Yesterday at 2:35 PM	pnst-024-referee@roomo(

3. For Applicants and Referees

You can send any inquiries by filling out the form: PNST Inquiry URL: <u>https://forms.office.com/r/YfEm1isdwQ</u>

* If you have lost your ID number, please inquire by filling out your registered name and email address below.

* Please note that PNST administration will not be able to reply during weekends, and Japanese holidays including from Dec 29, 2023 to Jan 3, 2024.

Before sending your inquiry…

Regarding the questions about application process, first, please check the PNST Application Manual and FAQ on the Application Flow. Regarding the general questions about PNST, please also refer to the Frequently Asked Questions (FAQ) on the UNOOSA website:

https://www.unoosa.org/oosa/en/ourwork/access2space4all/PNST/PNST_Rounds.html.

English (United States)	
Inquiry for PNST	
For any inquiries, please fill out the sections below. * If you have lost your ID number, please inquire by filling out your registered name and email address below. * Please note that PNST administration will not be able to reply during weekends, and Japanese holidays including from Dec 29, 2023 to Jan 3, 2024.	
* Required	
1. ID Number PNST2024-X000 (xxxx is the applicant's 4-digits ID number)	
Enter your answer	
2. Name *	
Enter your answer	
3. Email *	
Enter your answer	
4. Inquiry *	
Enter your answer	