

How to upload a photo for student ID card

We will collect your ID photo through an online storage service (proself). Please read the notes on the next page and upload your ID photo to the proself. This photo will be used for your student ID card.

How to upload

1

Please prepare ID photo data which meets the requirements on the next page.

- JPEG file format (File extension→ .jpg)
- File name should be “examinee’s number_name” .
(e.g. : M789_JohnSmith.jpg)

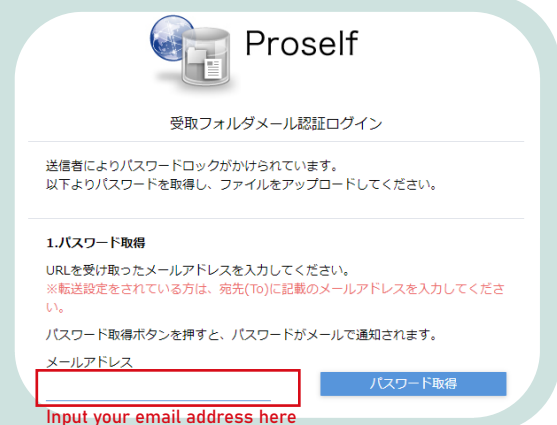
2

Please visit proself from the URL or QR code below.

<https://proself.jimu.kyutech.ac.jp/public/rGpfwbNL8SQ-Ss3bDRAKZIRVs5xHqsRqDrHCnp97HbUi>

3

1. First, you should input your email address, and click **パスワード取得** to get a password.
2. You will receive an email that contains a “one-time password”.
3. Input the password on the URL listed on the email and click **パスワード送信**



4

First, please click **アップロード**, Then, click **ファイルを選択** to select an ID photo data. Input “examinee’s number_name” in the comment section. Then, click **アップロード** to upload your photo data.



Prior confirmation before uploading

- ☐ Is the file **JPEG** format (photo size: **4 cm long, 3 cm wide**)?
- ☐ Is the file named **“examinee’s number_name”**, and also is it input to the comment section?

Notes

* ID photo requirement

- Photo uploading deadline: Thursday, September 11th, 2025
- Photo size: 4 cm long, 3 cm wide
- JPEG file format
- The photo must contain only the applicant. Photos with app logos are not acceptable.
- Color photo taken within the last three months of the date of submission.
- There must be no background (including no shadow).
- You must face the camera and cannot wear a hat.
- It must be a clear photo.

- * After the upload is complete, there will be no confirmation screen. If your submission is not received, the Graduate School Section will contact you. Therefore, please refrain from repeatedly uploading the same file or making confirmation calls or emails.
- * Please re-upload the correct file only if you have uploaded the wrong image such as due to incorrect file size or file name.
- * If you have any further questions, please contact the Graduate School Section below.

QR Code for a photo upload



Contact

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