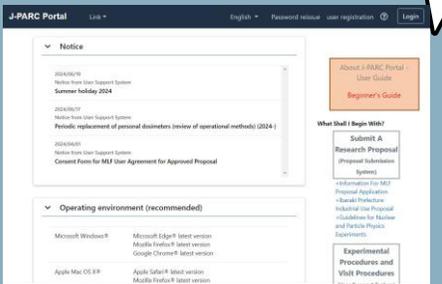


Guide for registration of J-PARC Portal and User Support System

Click J-PARC Portal website!

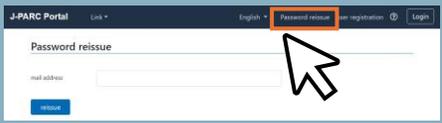
<https://jus.j-parc.jp/portal/top>



Click **User Registration** to open the form. Enter your e-mail address and send the form.



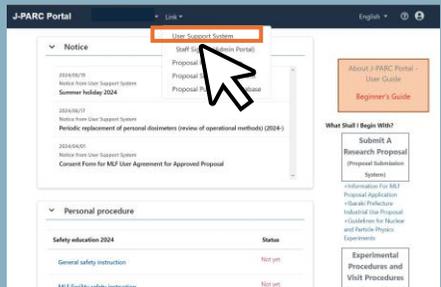
If you already have registered or a email address has already been registered, please **reissue the login password** at first, to activate your user account.



Begin with the portal site!



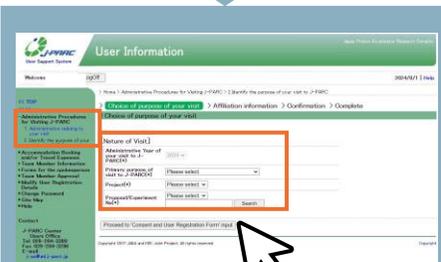
Log in and click the Link tab. Select User Support System.



Open User Support System website

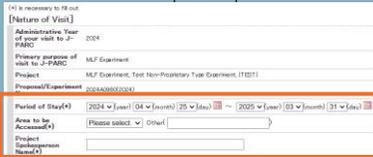


Side menu [Administrative Procedures for Visiting J-PARC > 2. Identify the purpose of your visit to J-PARC]



Select {
Year
Primary purpose
Project
Proposal/Exp. number

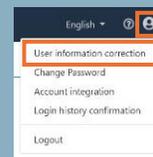
Select {
Period of stay
Area
Enter name of spokesperson



Confirm the Affiliation info.

Note : To modify registered information, click side menu **Modify User Registration Details**.

If it is not appeared, You must go back to the J-PARC Portal and modify with **User Information correction**.



> Choice of purpose of your visit > Affiliation information > **Confirmation** > Complete



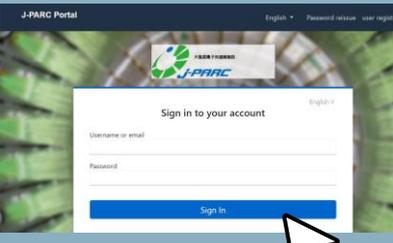
Agree

Message sent successfully.

Registration is complete when you receive a registration completion notification email.

Log in and click the Link tab. Select User Support System.

J-PARC Portal
<https://jus.j-parc.jp/portal/top>



Click side menu **Administrative Procedures for Visiting J-PARC > 1. Administration relating to your visit**.

Find the activity(es) listed on this page and click **Next** button of you wish to process.

