

# Registering an account

---

To use the website, you need to register your account.

This manual describes points of procedures from registering an account to logging in to it.

For details, please see the following pages.

## Registering and logging in to an individual applicant account

- Flow from registering a new account to logging in to it

The operations from registering a new account to logging in to it are as follows.

### Individual applicant

Registering an email address on the log-in screen



Access a URL that is displayed in the incoming email and set a password



Completion of account registration



Access the log-in screen



Log-in operation



Displaying the individual portal menu

## Registering and logging in to an individual applicant account

- procedures for registering a new individual account (1/3)

JAVES  
Japan Visa Exemption System

language : English

Recommended environment Flowchart Inquiries Frequently asked questions To register account

Top page > Log in

### Visa Exemption Registration

Before visiting Japan, you must apply for Visa Exemption Registration.

#### Application procedure

Step 1 Log-in → Step 2 Enter application information → Step 3 Visa Exemption Registration completed → Step 4 Display Visa Exemption Registration Notice

To log in, you must register your email address.

**Register an email address**

Email address

Password \* Single-byte alphanumeric characters and symbols

[>>Forgot your password?](#)

**Log in**

Legal matters Privacy policy

Copyright © Ministry of Foreign Affairs of Japan

Step1. Press “Register an email address”

JAVES  
Japan Visa Exemption System

language : English

1 Enter account information

2 Check the entered account information

### Register a new account

Email address **(Required)**  personal\_toko@xxxx.xx.xx

Language **(Required)** English Set the language for screens and emails.

Nationality **(Required)** INDONESIA

Country Indonesia

Your place of residence **(Required)**

State, prefecture, province, etc. Badung

**Back** Step1 **Check**

Legal matters Privacy policy

Copyright © Ministry of Foreign Affairs of Japan

Step2. After inputting necessary items, press “Check”

## Registering and logging in to an individual applicant account

- procedures for registering a new individual account (2/3)

JAVES  
Japan Visa Exemption System

language : English

1 2

Enter account information Check the entered account information

Check the new account registration

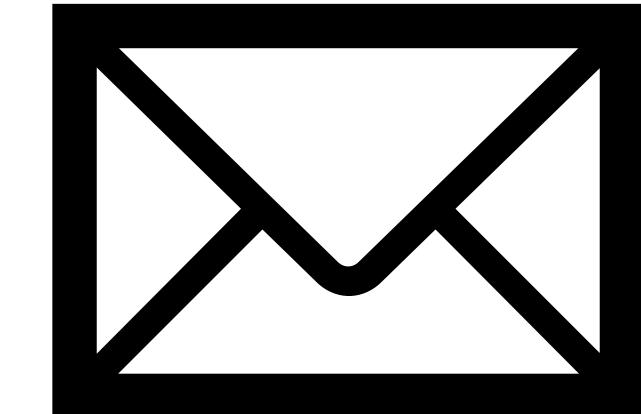
Email address	personal_toko@xxxx.xx.xx	
Language	English	
Nationality or citizenship	INDONESIA	
Country or region	Indonesia	
Your place of residence	State, prefecture, province, etc.	Badung
Japanese overseas establishment where you submitted your application	Consulate-General of Japan in Denpasar	

Back Step2 Register

Copyright © Ministry of Foreign Affairs of Japan

Legal matters Privacy policy

Step3. Press “Register”



Step4. An Email for setting a password will be sent to your email address. Access the URL in the email.

## Registering and logging in to an individual applicant account

- procedures for registering a new individual account (3/3)

### Password setting

Your password must have 8 to 30 single-byte characters. Use at least one English letter (alphabetic), one Arabic numeral (0, 1, 2...), and one symbol (choose from + - \* / = . , : ; ^ @ ! # \$ % ? | ~ ^ ( ) [ ] { } ). The English letters are case-sensitive.

Password Required

Enter it again for confirmation.

#### ■ Note

If you use the same password for multiple websites and the password is leaked from one website, there is the risk that unauthorized access may be made to other websites you use and the cyber security threats may increase.

If someone misuses your password, there is also the possibility that your personal information may be leaked and products may be purchased fraudulently. Therefore, it is recommended to set different passwords to different websites.

Register



[Legal matters](#) [Privacy policy](#)

Copyright © Ministry of Foreign Affairs of Japan

Step5. After inputting a password, press  
“Register”

\* For details, refer p.8

### Completion of the new account registration

JAVES  
Japan Visa Exemption System

language : English

The formal registration is complete.  
You can log-in with the registered user ID (email address) and password now.

[Back to top page](#)

Copyright © Ministry of Foreign Affairs of Japan



Step6. Completion of the account  
registration

## Registering and logging in to an individual applicant account

- Procedures for logging in with an individual account

JAVES  
Japan Visa Exemption System

language : English

Recommended environment Flowchart Inquiries Frequently asked questions To register account

Top page > Log in

### Visa Exemption Registration

Before visiting Japan, you must apply for Visa Exemption Registration.

#### Application procedure

Step 1 Log-in → Step 2 Enter application information → Step 3 Visa Exemption Registration completed → Step 4 Display Visa Exemption Registration Notice

To log in, you must register your email address.

[Register an email address](#)

Email address  
personal\_toko@xxxx.xx.xx

Password \* Single-byte alphanumeric characters and symbols  
\*\*\*\*\*

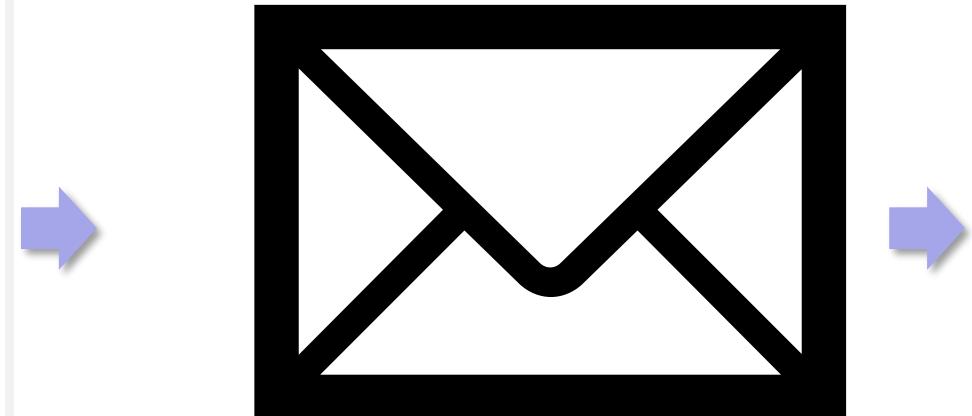
[>>Forgot your password?](#)

[Log in](#)

Legal matters Privacy policy

Copyright © Ministry of Foreign Affairs of Japan

Step1. Press “Log-in” after entering Email address and password



Step2. An email containing a one-time password will be sent to you

## Registering and logging in to an individual applicant account

- Procedures for logging in with an individual account

**JAVES**  
Japan Visa Exemption System

Top page language : English Inquiries

Top page > Log-in > One-time password authentication

### One-time password authentication

One-time password has been sent to your registered email address.  
Please enter the one-time password shown in the body of the email and click "Authentication".

One-time password

The one-time password is valid for 15 minutes.  
After the expiration time, the one-time password will become invalid.

**Authentication**



Legal matters Privacy policy Copyright © Ministry of Foreign Affairs of Japan

Step3. Enter the one-time password and press the "Authentication" button

**JAVES**  
Japan Visa Exemption System

personal\_toko@xxxx.xx.xx Log-out  
language : English Inquiries JAVES Manual

Home Application list Account menu Frequently asked questions

Japanese overseas establishment that has jurisdiction over your residential area is as follows.  
Consulate-General of Japan in Denpasar

### Visa Exemption Registration application procedure

**Step 1** Log-in **Step 2** Enter application information **Step 3** Visa Exemption Registration completed **Step 4** Display Visa Exemption Registration Notice

New registration

Important notice

Notice of the application status

There is no notice.

Step4. If this leads you to the individual portal menu, it means that you have successfully logged in

## Registering and logging in to an individual applicant account

- If you forgot your password (1/3)

When you forgot your password, pressing “Forgot your password?” on the log-in screen enables you to reset your password.

JAVES  
Japan Visa Exemption System

language : English

Recommended environment Flowchart Inquiries Frequently asked questions To register account

Top page > Log in

### Visa Exemption Registration

Before visiting Japan, you must apply for Visa Exemption Registration.

#### Application procedure

Step 1 Log-in → Step 2 Enter application information → Step 3 Visa Exemption Registration completed → Step 4 Display Visa Exemption Registration Notice

To log in, you must register your email address.

[Register an email address](#)

Email address

Password \* Single-byte alphanumeric characters and symbols

[>>Forgot your password?](#)

[Log in](#)

Legal matters Privacy policy Copyright © Ministry of Foreign Affairs of Japan

Step1. Press “Forgot your password?”

JAVES  
Japan Visa Exemption System

language : English

### Request to reset the account password

■Note  
If you use the same password for multiple websites and the password is leaked from one website, there is the risk that unauthorized access may be made to other websites you use and the cyber security threats may increase. If someone misuses your password, there is also the possibility that your personal information may be leaked and products may be purchased fraudulently. Therefore, it is recommended to set different passwords to different websites.

Email address **(Required)**  personal\_toko@xxxx.xx.xx

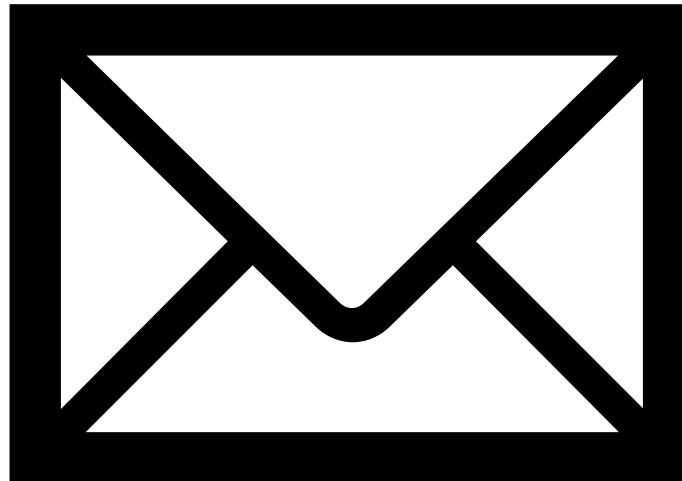
[Back](#) [Send](#)

Legal matters Privacy policy Copyright © Ministry of Foreign Affairs of Japan

Step2. Input your email address and press “Send”

## Registering and logging in to an individual applicant account

- If you forgot your password (2/3)



Step3. Access a URL in the email

JAVES  
Japan Visa Exemption System

language : English

Reset the account password

Your password must have 8 to 30 single-byte characters. Use at least one English letter (alphabetic), one Arabic numeral (0, 1, 2), and one symbol (choose from + - \* / =, ., :, ^, @, !, #, \$, %, ?, |, ~, ^, (, ), [, ], {, }, \_). The English letters are case-sensitive.

New password Required

■ Note  
If you use the same password for multiple websites and the password is leaked from one website, there is the risk that unauthorized access may be made to other websites you use and the cyber security threats may increase.  
If someone misuses your password, there is also the possibility that your personal information may be leaked and products may be purchased fraudulently. Therefore, it is recommended to set different passwords to different websites.

Enter it again for confirmation.

Legal matters Privacy policy

Copyright © Ministry of Foreign Affairs of Japan

Step4. After inputting a new password, press “Register”

## Registering and logging in to an individual applicant account

- If you forgot your password (3/3)

**JAVES**  
Japan Visa Exemption System

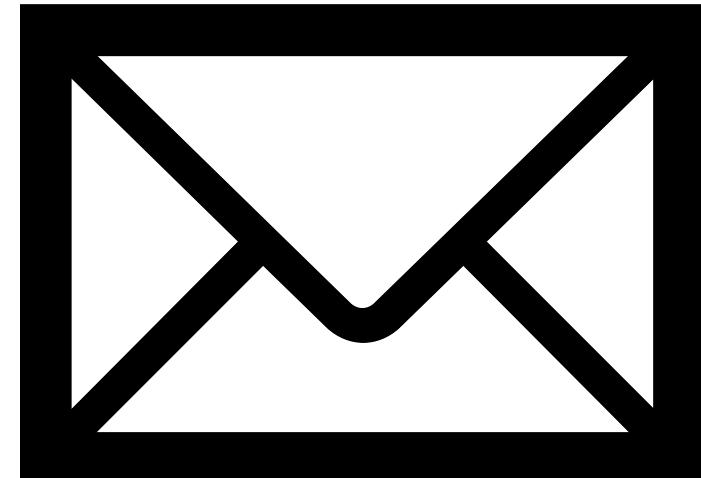
language : English

Completion of the account password reset

The password reset is complete successfully.  
You can log in with the reset password now.

[Back to top page](#)

Copyright © Ministry of Foreign Affairs of Japan



Step5. Completion of Resetting Password

Step6. Receiving an email which notifies you a completion of resetting password

## Registering and logging in to an individual applicant account

- Supplementary information, points to note

### Caution1:

You cannot register an email address that has already been registered.

### Caution2:

The “URL for setting password”, which is provided in the email, will be valid only for 72 hours. The URL for setting password will expire, unless you complete setting your password within 72 hours.

### Caution3:

If you input the wrong email address, you cannot receive an email from us. Please input your email address correctly.