



Procedure to change your registered information/cancel your registration

How to change your registered information

1 If you want to change your registered email address or information, access the URL for the Information Change Form provided in the email.

※If you want to change your email address or you no longer want to use your old email address, register again using your new email address.

*See here to change the information you registered.
(<https://mail.isa.go.jp/m/...>)
*See here to cancel registration.
(<https://mail.isa.go.jp/m/...>)
*URLs for changing information registered and canceling registration are valid for 90 days.
See here to re-issue a URL if yours has expired.
(<https://mail.isa.go.jp/m/...>)

2 Select the information that you want to change, change it, and press the "Next" button.

3 Review the changes and press the "Update" button. To edit it again, press the "Edit" button to return to the entry screen.

4 Your registered information has been changed. You will receive a notification of completion of changing your registered information by email. Please check it.

How to cancel your registration

1 To cancel your registration, access the URL for Registration Cancellation Form provided in the email.

2 Press the "Cancel Registration" button.

3 You canceled registration. You will receive a notification of cancellation registration by email. Please check it.

*See here to change the information you registered.
(<https://mail.isa.go.jp/m/...>)
*See here to cancel registration.
(<https://mail.isa.go.jp/m/...>)
*URLs for changing information registered and canceling registration are valid for 90 days.
See here to re-issue a URL if yours has expired.
(<https://mail.isa.go.jp/m/...>)

If the URL for Information Change Form or Registration Cancellation Form has expired

1 Access the URL for URL Re-Issue Form and enter your registered email address.

JAPANESE : https://mail.isa.go.jp/m/ja_urlreissue
PLAIN JAPANESE : https://mail.isa.go.jp/m/plja_urlreissue
ENGLISH : https://mail.isa.go.jp/m/en_urlreissue

2 A notification of reissuance completion will be sent by email. Access the URL for Information Change Form or Registration Cancellation Form provided in the delivered email and then make the desired changes or cancel your registration.

JAPANESE

PLAIN JAPANESE

ENGLISH



※ You can also access the URL by scanning a two-dimensional barcode with your mobile phone.