

## J-PARC User ID card Renewal for the new administrative year 2013

(H24[JFY2012]→H25[JFY2013])

1<sup>st</sup> March 2013

User ID cards (ID number starts with H24-) issued during Japanese fiscal year (JFY) 2012(1st April 2012- 31st March 2013) will expire on "31st March 2013". J-PARC Users Office is going to issue the new User ID card for JFY2013.

J-PARC users who wish to enter J-PARC site on and after 1st April must complete one of the following three procedures.

### [Annual renewal of the registered experiment] (available by 30th of April)

Users who have registered their experiments (Hadron, Neutrino and Neutron S type) need to do annual renewal from User Support System.

Please submit "Application form to visit J-PARC" and "VISIT PROPOSAL (J-PARC)" from the system after the approval and then obtain your new User ID card at Users Office.

### [Addition of new experiment]

Users who forget to do annual renewal by 30th of April or wish to add the new experiment need to add the new experiments from User Support system.

Please submit "Application form to visit J-PARC" and "VISIT PROPOSAL (J-PARC)" from the system after the approval and then obtain your new User ID card at Users Office.

### [New J-PARC user]

Those who wish to visit J-PARC for the first time need to be registered to User Support System.

Please submit "Application form to visit J-PARC" and "VISIT PROPOSAL (J-PARC)" from the system. And after the approval, obtain your new User ID card at Users Office.

### <For reference>

Annual Renewal: [http://is.j-parc.jp/uo/page\\_eng/exp/user\\_re.html#renewal](http://is.j-parc.jp/uo/page_eng/exp/user_re.html#renewal)

To add the unregistered experiment: [http://is.j-parc.jp/uo/page\\_eng/exp/user\\_re.html#addition](http://is.j-parc.jp/uo/page_eng/exp/user_re.html#addition)

New User Registration: [http://is.j-parc.jp/uo/page\\_eng/exp/user\\_re.html#new-reg](http://is.j-parc.jp/uo/page_eng/exp/user_re.html#new-reg)

Application to visit J-PARC: [http://is.j-parc.jp/uo/page\\_eng/exp/visit\\_ap.html](http://is.j-parc.jp/uo/page_eng/exp/visit_ap.html)

J-PARC Center Users Office

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