

# How to Apply/申し込み方法

**Due to the settings on the website, there is a question about your address. JMMUN does not require your address, so we advise you to put your school address instead.**  
ウェブサイトの設定上、申し込みをする際に住所を聞かれます。JMMUNの参加には住所を必要としていないため、学校の住所を入力してください。

1. First, make a mymun account. Then, go to the JMMUN 2024 page on the mymun website and click on the “Apply Now”

まず、mymunのアカウントを作ってください。作り終わったら、mymunのウェブサイトで見つかるJMMUN2024のページを開いて、「Apply Now」をクリックしてください。

(<https://mymun.com/conferences/jmmun-2024>)

The screenshot shows the JMMUN 2024 application page. At the top, there's a navigation bar with 'mymun' logo and links for 'Conferences', 'Organizer Hub', 'MUN Command', 'More', and 'My Applications'. Below the navigation bar is a large banner for 'JMMUN 2024 Japan Metropolitan Model United Nations'. Under the banner, there's a section with 'Apply Now >' button and social media icons. To the right, there's a table with conference details and application deadlines.

Conference		Applications	
📍 Kanagawa, Japan		Delegates	Nov 18, 2023 - Mar 24, 2024
📅 Mar 23 - Mar 24, 2024		Head Delegates	Nov 18, 2023 - Feb 29, 2024
💰 ¥700.00		Faculty Advisor	Nov 18, 2023 - Feb 29, 2024
👤 400 delegates expected			
🏠 High School Students			

Below the table, there's a section titled 'Magnify: Examining Overlooked Crises' with a welcome message and a description of the conference.

2. The site will ask you if you are a delegate, head delegate, or a faculty advisor.

Individual applying as a single delegate : **Delegate**

A group of students without a teacher, or individually applying as double delegation : Decide on someone to be a **Head Delegate**

A group of students with a teacher : **Faculty Advisor**

申込み開始の段階で、Delegate、Head Delegate、もしくは Faculty Advisorが聞かれます。以下を参照してください。

個人で一人の参加 : **Delegate**

先生、監督のいない団体、個人でペアでの参加は代表を生徒内で1人決めてその人がまとめて申し込んでください: **Head Delegate**

先生、監督のいる2名以上の団体: **Faculty Advisor**

The screenshot shows the JMMUN 2024 application page with three role selection buttons: 'Delegate', 'Head Delegate', and 'Faculty Advisor'. Below these buttons are navigation links: '< Back', 'Which role is right for me?', and 'Next Step >'.

# Delegate

3. Enter your committee and country preferences (Be careful about the levels)

希望コミティと国を入力してください(レベル別になっているため注意)

## Assignment Preferences

You have to provide between 1 and 3 preferences.

The screenshot shows a web form titled "1. Preference" with a "Cancel" button in the top right. It is divided into two main sections: "Committee" and "Country".

**Committee Section:** Features a search bar and a list of committees. The "Food and Agriculture Organization (FAO)" is selected and highlighted in dark blue. Other visible committees include "United Nations Environment Programme (UNEP)", "United Nations Office of Drugs and Crime (UNODC)", "The Economic and Social Council", and "Human Rights Council". Each committee entry shows its logo, name, level (e.g., Beginner, Intermediate, Expert), and a sub-topic.

**Country Section:** Features a search bar and a list of countries. Visible countries include Argentina, Armenia, Australia, Austria, Azerbaijan, Bahamas, and Bahrain. Each country entry shows its flag and name.

At the bottom of the form, there is an orange button labeled "Add Preference". Below the form, there are two navigation buttons: a blue "Back" button on the left and a blue "Next Step" button on the right.

4. Enter your personal information and click “Submit Application.” You have now sent an application to the JMMUN management team. **Make sure to write your full name in English.**

個人情報を入力して“Submit Application”をクリックしてください。これで、登録完了です。  
名前は英語でフルネームを書いてください。

5. Instead of looking at the payment section on mymun to pay, we will send you the payment details via email instead. After receiving the email, please follow the instructions. We will assign countries once we have received the fee.


お支払い方法については、メールで送らせていただきます。メールを受け取った後、指示に従ってください。支払いが完了したら担当国を割り当てます。

# Head Delegate


3. Type how many people are scheduled to be in your delegation


(If you are an individual applying as a double delegate, type 2)

参加する予定のあるグループの人数を自分を含めて入力してください。(個人で参加のペアは2と書いてください)

 mymun
 


[Conferences](#)
[Organizer Hub](#)
[MUN Command](#)
[More](#)

[My Applications](#)





# JMMUN 2024


## Japan Metropolitan Model United Nations



Delegate




Head Delegate




Faculty Advisor


### Your Delegation

How many members do you expect for your delegation? (required) ?




Your Delegation






Senzoku Gakuen



Kawasaki, Japan




High School

4. Please choose a committee preference and country preference.

Please note that this will only be the preference of the head delegate, and other members of your delegation can choose their preferences later.

希望コミティと国を入力してください。この段階での希望は入力している生徒の希望であり、他の参加者の希望は後ほど入力できます。



## Head Delegate Application

1

Preferences


2


Review

### Assignment Preferences

At this conference **organizers assign** individual delegation members. Preferences are for your personal allocation. You have to provide between 1 and 3 personal preferences.

#### 1. Preference






Food and Agriculture Organization (FAO)

Beginner Level

> Combating the Food Crisis




Armenia

Add Preference

< Back

Next Step >


[Discard Application](#)

5. Enter your personal information and click “Submit Application.” You have now sent an application to the JMMUN management team.

個人情報を入力して“Submit Application”をクリックしてください。これで、登録完了です。

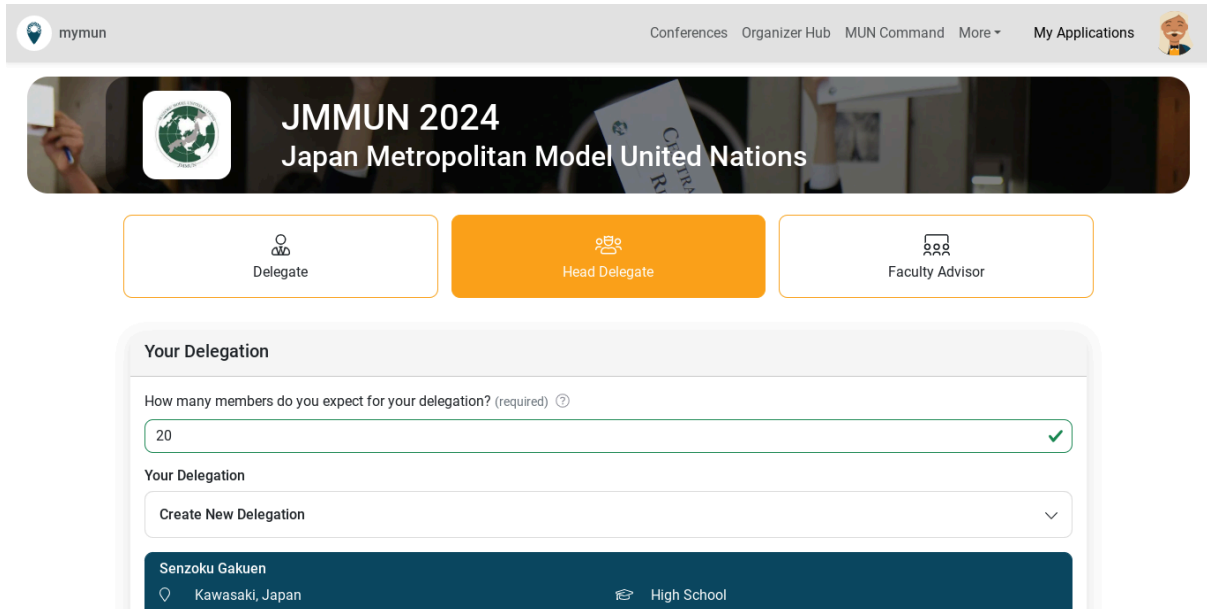
6. Instead of looking at the payment section on mymun to pay, we will send you the payment details via email instead. After receiving the email, please follow the instructions. We will assign countries once we have received the fee.

お支払い方法については、メールで送らせていただきます。メールを受け取った後、指示に従ってください。支払いが完了したら担当国を割り当てます。

# Faculty Advisor

3. Type how many people are scheduled to be in your delegation, and type in your school information.

参加する予定のある団体の人数を自分を入力し、学校情報を入力してください。



The screenshot shows the mymun website interface. At the top, there's a navigation bar with 'mymun' logo and links for 'Conferences', 'Organizer Hub', 'MUN Command', 'More', and 'My Applications'. Below this is a banner for 'JMMUN 2024 Japan Metropolitan Model United Nations'. Three buttons are present: 'Delegate', 'Head Delegate', and 'Faculty Advisor'. The 'Faculty Advisor' button is highlighted in orange. Below the buttons is a 'Your Delegation' section with a form. The form has a dropdown menu for 'How many members do you expect for your delegation? (required)' with '20' selected. Below that is a 'Your Delegation' section with a 'Create New Delegation' button. At the bottom, there's a dark blue bar with 'Senzoku Gakuen' and 'Kawasaki, Japan'.

4. Go to the next page, and click on “submit application.” You have now sent an application. 「Submit application」をクリックしてください。これで、登録は終了です。

5. Instead of looking at the payment section on mymun to pay, we will send you the payment details via email instead. After receiving the email, please follow the instructions. We will assign countries once we have received the fee.

お支払い方法については、メールで送らせていただきます。メールを受け取った後、指示に従ってください。支払いが完了したら担当国を割り当てます。

## Adding delegates to your delegation/生徒を自分のデリゲーションに加える(Faculty advisors and head delegates/先生、代表生徒)

If you are a faculty advisor or head delegate trying to add your students, please make sure that your students have done the following for a smooth application process/先生、もしくは代表生徒で自分のデリゲーションに生徒を足したい場合、生徒自身が以下のことを行っていることを確認してください:

1. make a mymun account and fill out all necessary personal details (You can do this by tapping the face icon on the top right and clicking personal details on the left side)/mymunのアカウントを作成し、必要な個人情報をアカウントに入力(右上の顔のアイコンをタップしたあと、左側にある”personal information”のページで入力)

2. if they are 11 years old at the time JMMUN is hosted, set the birth date a year earlier (please write in the comments during application the real birth year)/JMMUN開催時に11歳の場合、誕生日を1年早く入力する(申込みの際コメントで本当の生年を入力)

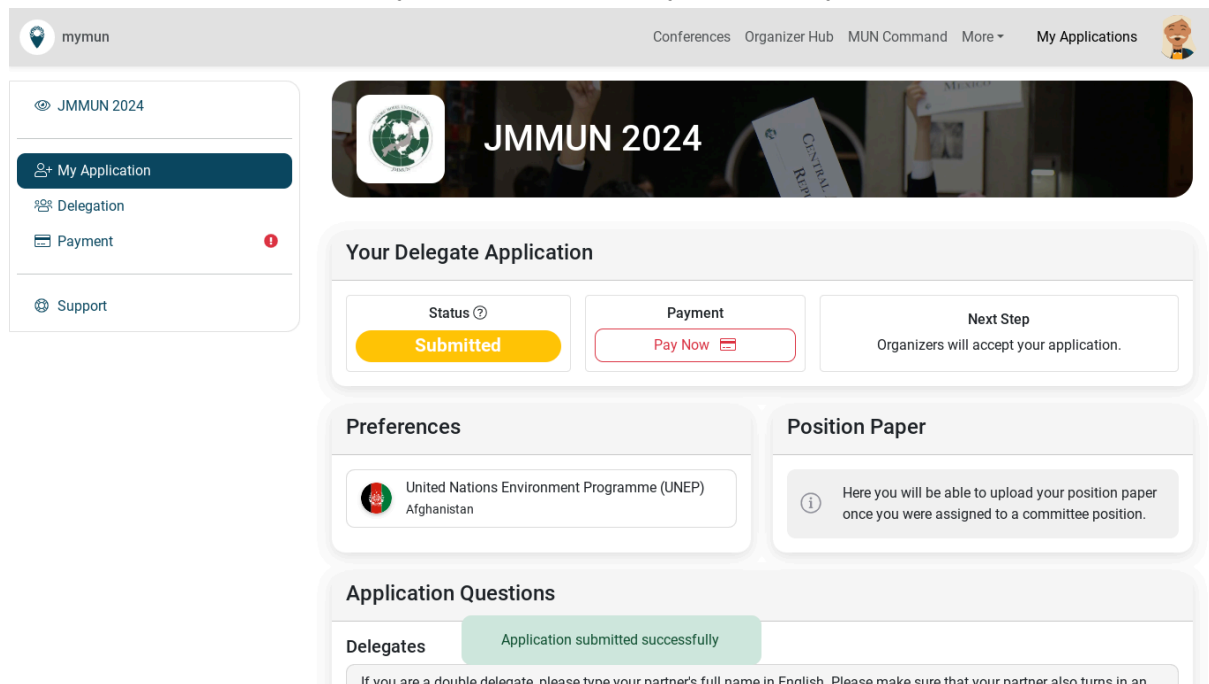
Although there are several ways of adding delegates to your delegation, please add your members by sending them a link to apply through your delegation  
 いくつか申込方法がありますが、JMMUNの申込みの際は先生もしくは代表生徒が他の生徒に向けて招待リンクを送ってください。

You can do this by looking at the “delegation” page on mymun, where there will be a button to “Get Invitation Link” which you can retrieve your invitation link  
 招待リンクは、“delegation”のページに行き、“Get Invitation Link”というボタンを押すと表示されます。

## Students who are applying through a delegation/デリゲーション(先生、代表生徒がいる)を通して申し込みを行う生徒

After creating an account, click the link that your advisor or your head delegate has sent you. Once you log in, please start filling out the application. If you click the link but it does not take you to the application form, please check if you have entered your personal information, and check if your birthday is set correctly (if you are still 11 at the time of the conference, please enter your birthday a year earlier, and enter your real birth year in the comments of the form) アカウント作成後、先生、代表生徒のmymunのリンクを押して、ログインをし、申込みに進んでください。すでにログインしている際はそのまま申込画面に飛ぶので、その場合もそのまま申込みをお願いします。ログイン後やリンクに飛んだ後、もし“Age requirements are not met”と赤文字で下の方に記載がある場合、それはアカウント設定時に年齢を入力していないということ、もしくは12歳に満たないまま設定したということになるので、それを直してからクラスルームのリンクから再度申込みに進んでください。

すべて入力後、下に緑で“Application submitted successfully”と出れば申し込み完了です。If you submit the application and the words “Application submitted successfully” appear on the bottom part of the screen, you have successfully submitted your application.



The screenshot displays the mymun application portal for JMMUN 2024. The top navigation bar includes links for Conferences, Organizer Hub, MUN Command, More, and My Applications. The sidebar on the left contains links for JMMUN 2024, My Application (highlighted), Delegation, Payment, and Support. The main content area features a banner for JMMUN 2024 and a section titled "Your Delegate Application". This section includes three boxes: Status (Submitted), Payment (Pay Now), and Next Step (Organizers will accept your application). Below this are sections for Preferences (United Nations Environment Programme (UNEP) Afghanistan) and Position Paper (upload your position paper once assigned to a committee position). The Application Questions section at the bottom shows a green notification: "Application submitted successfully".