

# 2025 Fall Semester Musashino University Announcement for Textbook Order

Textbook purchase is available on our online textbook store MyKiTS. Please take your time to read this information and refer to syllabus for correct textbooks.

## ■ Sales Period from : 10/14 (Tue), 2025

Please access from the following website  
<https://mykits.kinokuniya.co.jp/Login/1ba8511a-8177-46a1-93af-7eb04873d0d0>



## ■ Choose: Delivery or Receiving at Musashino Campus Book Center

- \*You cannot receive textbooks at Ariake Campus Book Center.
- \*You cannot directly place an order at Book Center.

	MyKiTS Schedule	Payment Method
<b>1st Period</b>	<b><del>9/1(Mon) 0:00~</del> <del>10/3(Fri) 23:59</del> Closed</b>	<del>①Credit card</del> <del>②Cash *Cash-on-Delivery fee will be charged.</del>
<b>2nd Period</b>	<b>10/14(Tue) 0:00~ 11/28(Fri) 23:59</b>	①Credit card ②Cash *Cash-on-Delivery fee will be charged. ③Payment at Musashino Campus Book Center *Only receiving at Musashino Campus Book Center.

Books ordered through MyKiTS will be delivered or ready within 2~3 business days.  
 \*It may take more days for Outside Tokyo metropolitan area.

## ■ Notes

✓Login to **MyKiTS** is available from PC, smartphones, or tablets. Login window will automatically timeout in 30 minutes.

✓Please read "Announcements" on the first page when login.

✓You can change or cancel orders on MyKiTS only within the day of the order.

✓Orders placed after 0:00AM will be regarded as next-day order.

✓Shipping & Cash-on-Delivery fee (only for Cash-on-Delivery) will be charged for each order (day). (Please place your order at once or within the same day as much as possible).

\*Please check the home page of MyKiTS (Announcements) for shipping & Cash-on-Delivery fee .

\*If you choose to receive at Musashino Campus Book Center, COD fee will not be charged.

✓ Although books are temporarily out of stock, it will be delivered on a later date as soon as it arrives.

Cash-on-Delivery : please make your payment in advance with the first delivery of other books in the same order.

No shipping & Cash-on-Delivery fees are required for books delivered on a later date.

e.g.) 10 books are ordered on 10/14.

【Delivery】 9 books are delivered on 10/19 (1 book is temporarily out of stock)

【Payment】 10 books + shipping + Cash-on-Delivery fee will be charged on 10/19.

【Later Delivery】 1 book is delivered on 10/23. No payment is required.

Credit card: shipping fees are required for the first delivery (not for a later date delivery).

e.g.) 10 books are ordered on 10/14

【Delivery】 9 books are delivered on 10/19 (1 book is temporarily out of stock) .

【Payment】 9 books + shipping fee will be charged on 10/19.

【Later Delivery】 Delayed book will be charged when the book is delivered.

No shipping fee will be required.

■ The information desk

### MyKiTS Support Desk

TEL: 03-6741-9896

Mail:mykits@kinokuniya.co.jp

Response time : 10:00~12:00/13:00~16:00 \*Excluding weekends and holidays

### Kinokuniya Musashino Univ. On-campus Book Center

○Musashino Campus (042)452-0915

○Ariake Campus (03)3527-6820

【Open Hours】 Weekdays 10:00~16:00

【Open Hours】 Weekdays 10:00~16:00

【Location】 Musashino-kan 2nd Floor

【Location】 Building 3, 1st Floor

\*Open days and hours may differ according to University events and schedule.



# How to buy textbooks

URL: <https://mykits.kinokuniya.co.jp/Login/1ba8511a-8177-46a1-93af-7eb04873d0d0>



Please create your account from the above URL \*Registered personal information will be utilized only for textbook orders.

## 1.Register

Sign up from the URL.  
ID: Your email address  
Password: 8-24 characters  
using both alphabet and  
numerals.

- ①The registration URL will be sent to your e-mail address.
- ②Access the URL within 24hours and complete the form.

Kinoppy会員登録 / Kinoppy user registration

☒ Kinoppy会員登録と同時に発行 / Sign up also for Kinoppy e-book service

※必須項目です / \*Information required

メールアドレス / E-mail address  
Displayed the E-mail address you signed up for.  
chihara681206@gmail.com

パスワード / Password  
パスワード(スワード) / Reenter password  
秘密の質問 / Secret question  
答え / Answer

氏名 / Full name  
姓 / Last name  
名 / First name  
セイ / Last name  
メイ / First name

Kinoppy登録情報 / User information  
性別 / Gender  
生年月日 / Date of birth (YYYY/MM/DD)

連絡先 / Your contact details  
電話番号 / Telephone number  
連絡先メールアドレス / Your e-mail address

学籍情報 / University account  
学籍番号 / Student number  
学部 / Faculty  
学科 / Department  
入学年 / Year of enrollment  
学年 / Year

住所 / Physical address  
郵便番号 / Postal code  
都道府県 / Prefecture  
市区町村 / City  
番地 / Block  
アパート・マンション名(登録番号) / Name of apartment, room number

\*When an error occurs, the password will be reset.

## 2.Log in

Log in using the ID and password registered. Please check "Announcements" every time you login for updated information on new arrivals and items out of stock.

※Sample

教科書販売のご案内

販売日時: [在校生] 6月16日(月)~30日(月)  
[新入生] 6月22日(月)~30日(月)  
販売会場: 第三体育館 (AM 9:30~PM 17:00)

注文確定いただいた方について、登録情報にお間違いありませんか。  
ただし、1週間以内にお受け取りいただけない場合はキャンセルとさせていただきます。

\*登録サイト内ブラウザ・特設会場内に表示されるコンテンツ・100ページ以上表示されます。  
\*お問い合わせ、連絡先変更はできません。

お知らせ

注文キャンセル受付期間について  
\*注文確定した当日のみ、Web上でキャンセルが可能です。  
\*注文確定後のキャンセルはキャンセル料がかかります。  
\*注文確定後のキャンセルはキャンセル料がかかります。  
\*注文確定後のキャンセルはキャンセル料がかかります。

メニュー

教科書をお探し / 前のページ(未注文) / 注文済みリスト

ユーザーご意見 / お問い合わせ / よくある質問

「サイト管理」トップページお取り扱いメニューにて登録

キャンセル受付期間については、画面にいくつかが表示が可能です。※お問い合わせ、当日のみお取り扱いとなります。

販売期間

2014年08月16日 ~ 2016年12月29日

After login

Notice  
Check the course title on syllabus and be careful not to buy different textbook.

## 3.Choose textbooks

Find "Choose Textbooks" from the menu. Use the "Search Textbooks" function by typing course title, instructor, or textbook title. Confirm the information of the textbook, then specify quantity and click on the "To Cart" button.  
\*Your order is not completed yet.

※Sample

教科書検索  
Search textbooks

絞り込みキーワード / Keywords  
検索名、教員名、商品名 / Course, Instructor, Book title  
※複数キーワードはスペース区切りで入力して下さい。 / \*Enter space between keywords.

コード / Course number  
学部 / Faculty

検索 / Search

Type in "keywords," **instructor's name, course code**, book title, etc...  
\*If you use two or more keywords, enter space in between.

教科書を表示 Show textbook

1つ前の画面へ戻る Previous page

買い物かごに入れる To cart

並べ替え Sort

授業名 Course title	商品名 Book title	税込販売価格 Price	冊数 Quantity
表現文化 教員名 / Instructor: 松浦 由起 期間 / Period: 後期 履修 / Curriculum: 選択 授業コード / Course number: 0	教科書 [013] [013] 日本語表現ノート (書き込み式) 著者 / Author: 出版社 / Publisher: 三弥井書店 ISBN: 9784838270415	¥1,165	0
表現文化	教科書 [017] [017]		

## 4.Textbook Purchase

Click on "Cart". Click on the boxes on the right-hand side of your orders, then hit "order". Going to the next page, confirm your delivery method. Then go to the next page and choose your payment. Going to the next page, confirm your payment method, then click "Confirm Order" to finalize.

※Sample

受取方法確認 Confirm delivery

1 2 3 4 5

お届け先 / Shipping address  
〒123-4567  
東京都千代田区千代田  
〒123-4567  
東京都千代田区千代田

注文商品リスト

商品名 Book title	税込販売価格 Price	冊数 Quantity	小計 Sub-total
教科書 [000001-02] [000001] Communication Spotlight Speaking strategies and Listening skills: High Beginner [書籍コード: 1237001] 著者 / Author: 出版社 / Publisher: Aben Publishing ISBN: 9781785470235 授業名 / Class: 英語 1 A 教員名 / Instructor: 三弥井書店 学部 / Faculty: 東京大学 学部 / Department: 東京大学	¥2,524	1	¥2,524

1つ前の画面へ戻る Previous page 1つ前の画面へ戻る Next page

Confirm your delivery method.

※Sample

お支払方法確認 Confirm payment method

1 2 3 4 5

お支払方法 / Payment method  
クレジットカード / Credit card

注文商品リスト

商品名 Book title	税込販売価格 Price	冊数 Quantity	小計 Sub-total
教科書 [000001-02] [000001] Communication Spotlight Speaking strategies and Listening skills: High Beginner [書籍コード: 1237001] 著者 / Author: 出版社 / Publisher: Aben Publishing ISBN: 9781785470235 授業名 / Class: 英語 1 A 教員名 / Instructor: 三弥井書店 学部 / Faculty: 東京大学 学部 / Department: 東京大学	¥2,524	1	¥2,524

1つ前の画面へ戻る Previous page 1つ前の画面へ戻る Confirm order

Choose payment method.  
\*Cash-on-Delivery, Credit card, or Cash.

## 5.Receive and Pay

【Shipping】  
Pay in the way you choose in "Confirm payment method". You need to pay to the courier when you receive your textbooks. You will need to pay for the textbooks and Cash-on-Delivery fee (only for Cash-on-Delivery) . We will ship to the address that has registered when you create your MyKiTS account.

【Receiving at book store】  
Available only at Musashino Campus Book Center, Please pay by cash or credit card in exchange for the textbook.

★If you wish to exchange or return the textbook, please contact us.

※Sample

注文済みリスト

注文番号	注文日	注文日時	商品名	冊数	小計	注文状況
123456789	2016/02/03 18:11	2016/02/03 18:11	教科書 [013] [013] 日本語表現ノート (書き込み式) 著者 / Author: 出版社 / Publisher: 三弥井書店 ISBN: 9784838270415	1	¥2,524	注文済み

Your order history is available on "List of orders received" page. The status of the textbooks will change from "not shipped yet" to "preparing" after a certain period. An email will be sent a day before it is ready for receiving.