

# Fukuoka City COVID-19 Vaccination Program

## How to Book Your Vaccination Appointment Online



### 1. Go to the vaccination reservation website

You can access the vaccination reservation website using a smartphone or PC.

QR Code:

Scan the QR code to the left. The same code is printed on your vaccination ticket.

URL:

<https://vaccines.sciseed.jp/fukuokacity/>

新型コロナワクチン 接種予約サイト  
福岡市

ログイン

予約開始日のお知らせ  
75歳以上の方は5/12予約開始、65歳から74歳の方は5/19予約開始です。

接種券番号 ← **Vaccination Ticket Number**

Enter your ticket number here (10 digits)

\* 自治体より送付された接種券に記載されている10桁の接種券番号を入力してください

パスワード ← **Password**

.....

\* 初回ログイン時は生年月日を8桁の数字で入力してください  
例: 1990年4月1日 → 19900401

**利用規約**に同意する ← **Agree to Terms**

次へ ← **To Next Page**

よくある質問を調べる

You can select English, Chinese or Korean from the menu here. However, not all information has been translated. Refer to this document when booking your vaccination appointment online.

### 2. Register/Login

You will need your vaccination ticket sent from Fukuoka City to register/login.

- ① Enter your vaccination ticket number. It is the 10-digit number on your vaccination ticket.
- ② Your initial password is your date of birth. Enter your date of birth as an 8-digit number YYYYMMDD. Example: If you were born on 24 February 1961, write your birth year month day as 19610224

Take extra care when entering months and days.

Example: January→01, June→06, December→12

Example: 2<sup>nd</sup>→02, 11<sup>th</sup>→11, 30<sup>th</sup>→30

### Where is my vaccination ticket number?

Your vaccination ticket number is printed on the vaccination ticket sent from Fukuoka City.

See the photograph on the left.

接種券 ← <b>Vaccination Ticket</b>			
券種	ワクチン接種	1	回目
請求先	福岡県福岡市	401307	
券番号	Your Ticket Number (10 digits)		
氏名			

新型コロナウイルスワクチン 接種予約サイト  
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接種者情報登録

①姓 (カナ) ← Surname 必須  
Required

SMITH  
\* カタカナ/アルファベットで入力

名 (カナ) ← First Name 必須  
Required

JOHN  
\* カタカナ/アルファベットで入力

②電話番号 ← Telephone Number 必須  
Required

09012345678  
\* ハイフン(-)を抜いた10~11桁数字で入力してください

③メールアドレス ← E-mail Address

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### 3. Enter your personal details

The following fields are **required**.

- ① Enter your surname then first name
  - If you use letters of the alphabet, you must use half-width characters. Full-width alphabetical characters are not accepted. You can use both uppercase and lowercase letters. Enter your name as it is written on your residence card.
  - If you use *katakana*, you must use full-width characters. Half-width *katakana* characters are not accepted.

- ② Enter your telephone number.  
Do not enter any hyphens.  
Example: 09012345678

The following field is optional.

- ③ Your email address  
Note: At present, you will NOT receive a confirmation email. The system is currently under construction.

新型コロナウイルスワクチン 接種予約サイト  
福岡市

パスワード設定

新しいパスワード ← New Password

.....  
\* パスワードは半角英数字・記号のうち2種類を使用し、8文字~100文字で入力してください  
(使用可能な記号: \_!@#\$\$%^&\*()-+[]{}.,.<>:~)

新しいパスワードの確認 ← Confirm New Password

.....

入力内容を確認  
Confirm Your Registration Details

よくある質問を調べる

### 4. Set your password

You must change your password. Create your own new password using a combination of alphabetical letters, numbers and symbols, all in half-width. You must use a mix of two types of characters.

Your password must be between 8 to 100 characters in length. Enter your new password, and then enter it again to confirm it.

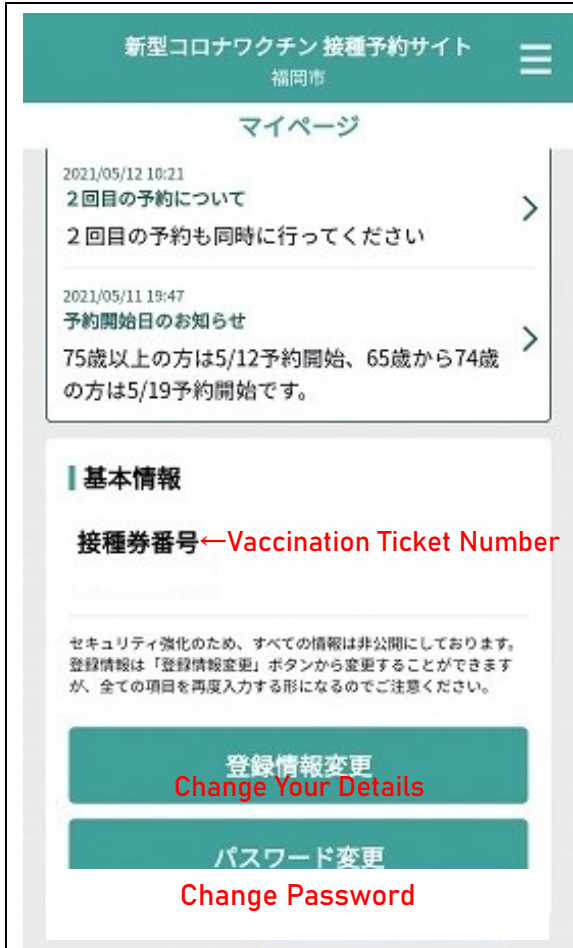
The following symbols can be used for your password.

.\_!@#\$\$%^&\*()-+[]{}.,.<>:~

Do not forget your password!

**If you forget your password, you will need to call the Call Center to reset your password.** Tel: 092-260-8405

Click *Confirm Your Registration Details* to proceed and check your name, telephone number and email address. Check all your entries are correct and if so, click *Register Your Details*.



## 5. My Page

You will then be taken to your *My Page*. After you have registered, you will automatically be taken to your *My Page* when you next log in.

### What you can do on your *My Page*

- ① You can check your vaccination ticket number.
- ② You can change your registered details such as your name, telephone number, email and password.

If you have not yet booked your appointment:

- ③ You can book a vaccination appointment.  
\*Once you have booked your first appointment, you will be automatically taken to the menu for booking your second appointment.

If you have already booked your vaccination appointment:

- ④ You can check your vaccination appointment.
- ⑤ You can change or cancel your vaccination appointment.  
\*If you want to change your appointment, you must first cancel your current appointment. You must then go through the booking process again to book a new appointment.  
Please be aware that booking slots are limited and fill up fast. There may not be any other available slots after you have cancelled your appointment.

Now you can move on to booking your vaccination appointment.



## 6-1. Booking your first vaccination appointment: Selecting a vaccination site

Click *Book a New Appointment* from the *First Vaccination* menu at the bottom of your *My Page*.



You will then be taken to the *Vaccination Site Search* screen.

A list of vaccination sites, such as hospitals, clinics and mass vaccination centers, is displayed at the bottom of the screen. Select the site where you want to get your vaccine.

The names of vaccination sites are displayed only in Japanese.

If you know the name of the hospital or clinic where you want to get your vaccine, you can enter the name, address, nearest station or area in Japanese and search.

## List of Mass Vaccination Centers

- 「中央ふ頭クルーズセンター」 Chuo Wharf Cruise Center
- Higashi-ku 「なみきスクエア」 Namiki Square
- Hakata-ku 「さざんぴあ博多」 Sazanpia Hakata
- Chuo-ku 「中央体育館」 Chuo Gymnasium
- Minami-ku 「南体育館」 Minami Gymnasium
- Jonan-ku 「城南体育館」 Jonan Gymnasium
- Sawara-ku 「ももち体育館」 Momochi Gymnasium
- Nishi-ku 「さいとぴあ」 Saitopia

△The Chuo Wharf Cruise Center uses the Moderna vaccine. You can only get the Modern vaccine if you are aged 18 or over.



Information of the site that you have selected will then be displayed.

If this is the site you would like to choose, click *Select This Site* at the bottom of the page.

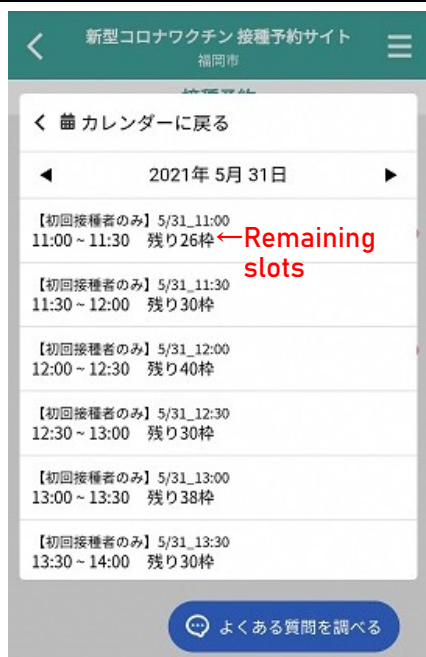


## 6-2. Booking your first vaccination appointment: Selecting a date

- ① Select the type of the vaccine you want to get.
- ② Click *Date and Time* to display a calendar.



Available dates are shown in green on the calendar.  
Choose an available date for your vaccination appointment.



## 6-3. Booking your first vaccination appointment: Selecting a time

A list of time slots will be displayed. Select an available slot that suits you.

\*If you are booking your first vaccination appointment, select a slot indicated as

*【For First Appointment Only】*

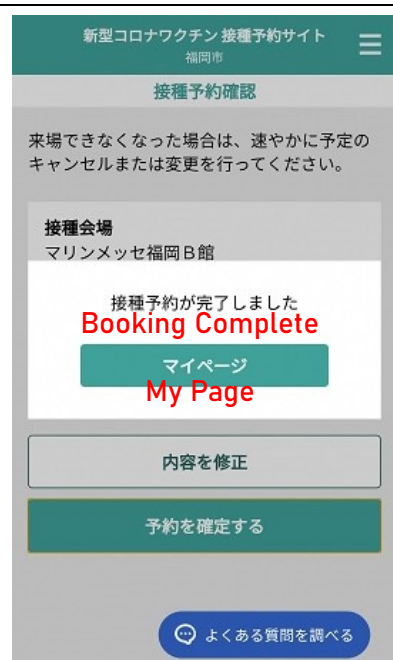
Do not select a slot indicated as

*【For Second Appointment Only】*



#### 6-4. Booking your first vaccination appointment: Confirming your appointment

Details of your first vaccination appointment will be displayed. Check the site, vaccine, time and date are all correct. If all of the details are correct, click *Confirm Appointment*.



Once you have completed booking your appointment, a message will be shown saying “Booking Complete.” Click *My Page*.



#### 7. Booking your second vaccination appointment:

Once you have booked your first vaccination appointment, the menu for booking your second vaccination appointment will be displayed at the bottom of your *My Page*.

Click *New Appointment* and repeat steps as 6-1. to 6-4. to book your second vaccination appointment.

Caution 1: When selecting a time slot, select a slot indicated as *【For Second Appointment Only】*

Caution 2: Select a slot **more than three weeks\*** after your first vaccination appointment.

\*You must wait **four weeks** for the Moderna vaccine used at the Chuo Wharf Cruise Center.