

# **VPN (F5 Access) Setup Guide**

December 2025

Sophia University, ICT Office

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# Contents

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1. Introduction.....	2
2. Installation for Windows .....	3
2.1. Microsoft Edge.....	3
2.2. Installation for Firefox.....	9
2.3. Installation for Google Chrome .....	14
3. Installation for Mac.....	21
3.1. Safari .....	21
3.1.1. Installation.....	21
4. Installation for Android.....	24
4.1. Installation .....	24
4.2. After Installation .....	28
4.3. Trouble connecting.....	29
5. Installation for iOS.....	30
5.1. Installation .....	30
5.2. After Installation. ....	34
5.3. Trouble connecting.....	34

## 1. Introduction

This manual describes the uses of F5-VPN (Virtual Private Network). You can read Journals and access calculation servers on Sophia University via the Internet by using a VPN.

### **【Terms of Use】**

- Please use the PC meeting system requirements. You can confirm such information on our website (<https://ccweb.cc.sophia.ac.jp/?lang=english>). Click [VPN] and refer to [Conditions of use].
- Make sure to install anti-virus software on your PC when you connect to the VPN. Microsoft Windows includes original security software (Windows Defender). If you use a Mac, you need to install anti-virus software manually.
- Internet connection is required.
- Please use a browser that supports SSL (https).
  - ☐ Don't use public computers (e.g., Internet cafes) when you connect to the VPN.
  - ☐ Keep your anti-virus software up to date and use the latest version.
- Multi-Factor Authentication is required.

## 2. Installation for Windows

You can install VPN software via web browser.

(Client software was required when you use previous version of the VPN. A sort of software are no longer required on new VPN system.)

### 2.1. Microsoft Edge

※ There are slight differences depending on the PC environment.

※ The following procedures are necessary when you connect to the VPN for the first time.

- (1) Access <https://vpn.cc.sophia.ac.jp>, and the Integrated Authentication System login screen will appear. Enter your ID (faculty/staff/student number) and Sophia ICT account password.

For detailed login procedures to the Integrated Authentication System, please refer to the following page:

<https://ccweb.cc.sophia.ac.jp/en/userguide/newuser/sso2024/>



※If the screen with the QR code displayed in the bottom right appears, make sure to display the QR code on your PC or another device and scan it using the 'Authenticator' app to generate a one-time code.

Please refer to the manual below for details on multi-factor authentication.

<https://ccweb.cc.sophia.ac.jp/en/manual/other/login-g-into-the-integrated-authentication-system/>

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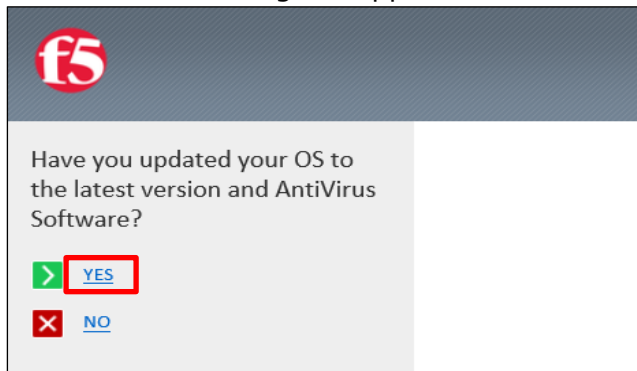
⚠ アカウントを有効にするにはモバイル・オーセンティケーターのセットアップが必要です。(You need to set up Mobile Authenticator to activate your account.)

1. モバイルにアプリ「Microsoft Authenticator」をインストールしてください。(Please install the app "Microsoft Authenticator" on your mobile.)
2. アプリケーションを開き、バーコードをスキャンします。(Open the application and scan the barcode.)

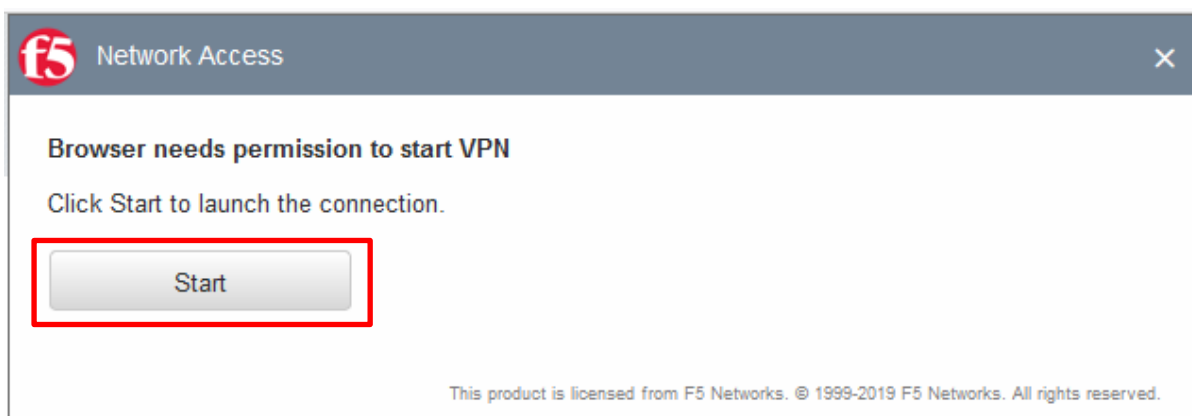


QRコードが読み込めない場合ここをクリック (Unable to scan?)

(2) A confirmation dialog will appear. Click "Yes" if you agree with the statement.



(3) The following screen will appear. Click "Start" to initiate the connection.

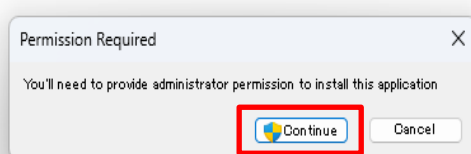


(4) Select "Download" when the following screen appears.

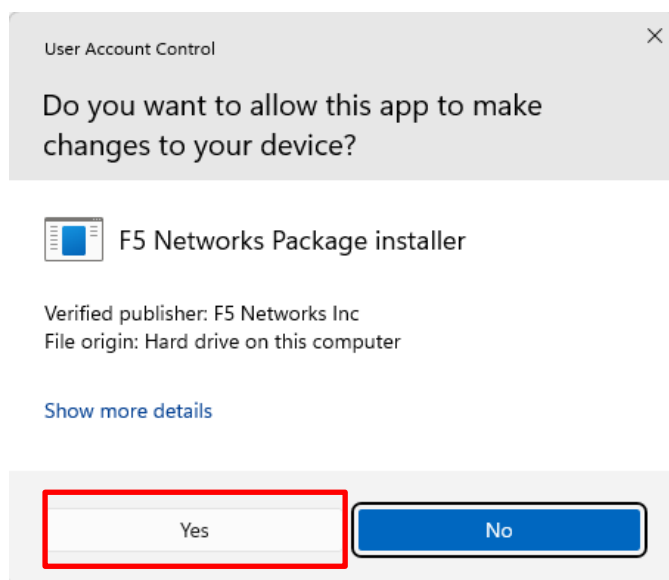


(5) Select "Open File" under Setup in "Downloads" in the upper right corner.

After that, select "Continue" as "Permission Required" is displayed.



(6) Click "Yes".



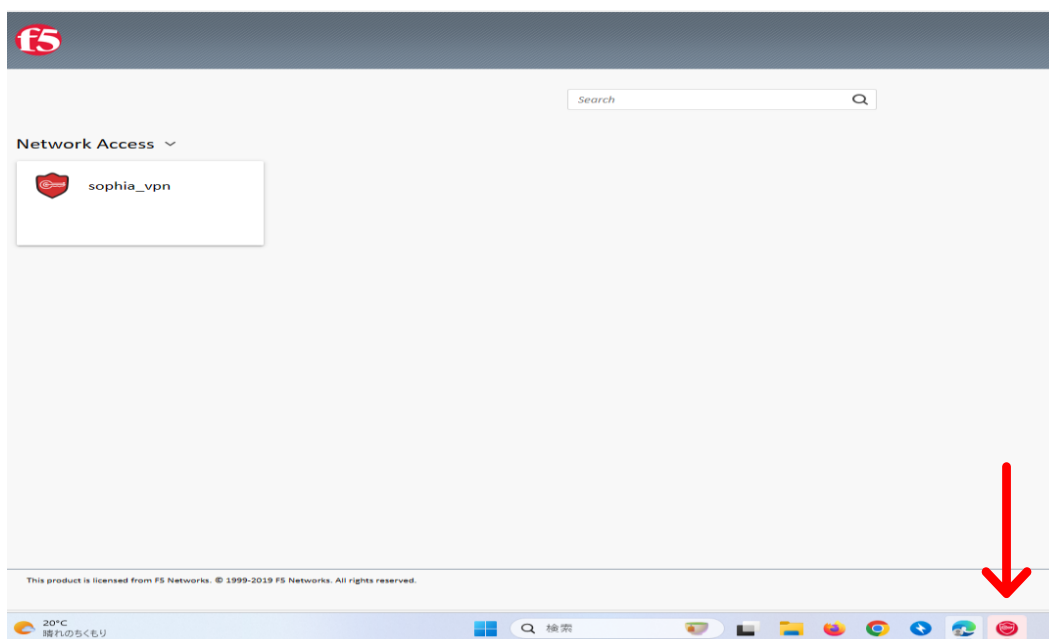
(7) After installation is complete, click "[Click here](#)".



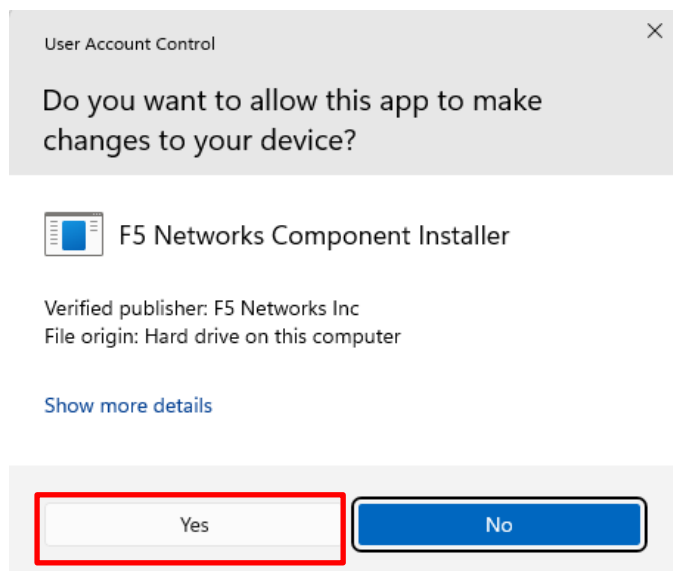
(8) Click "Start" to initiate the connection.



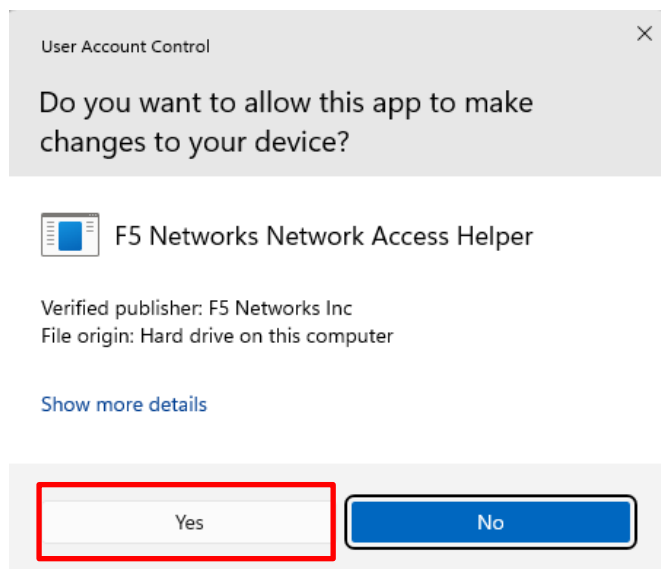
(9) Click on the red icon in the lower right corner.



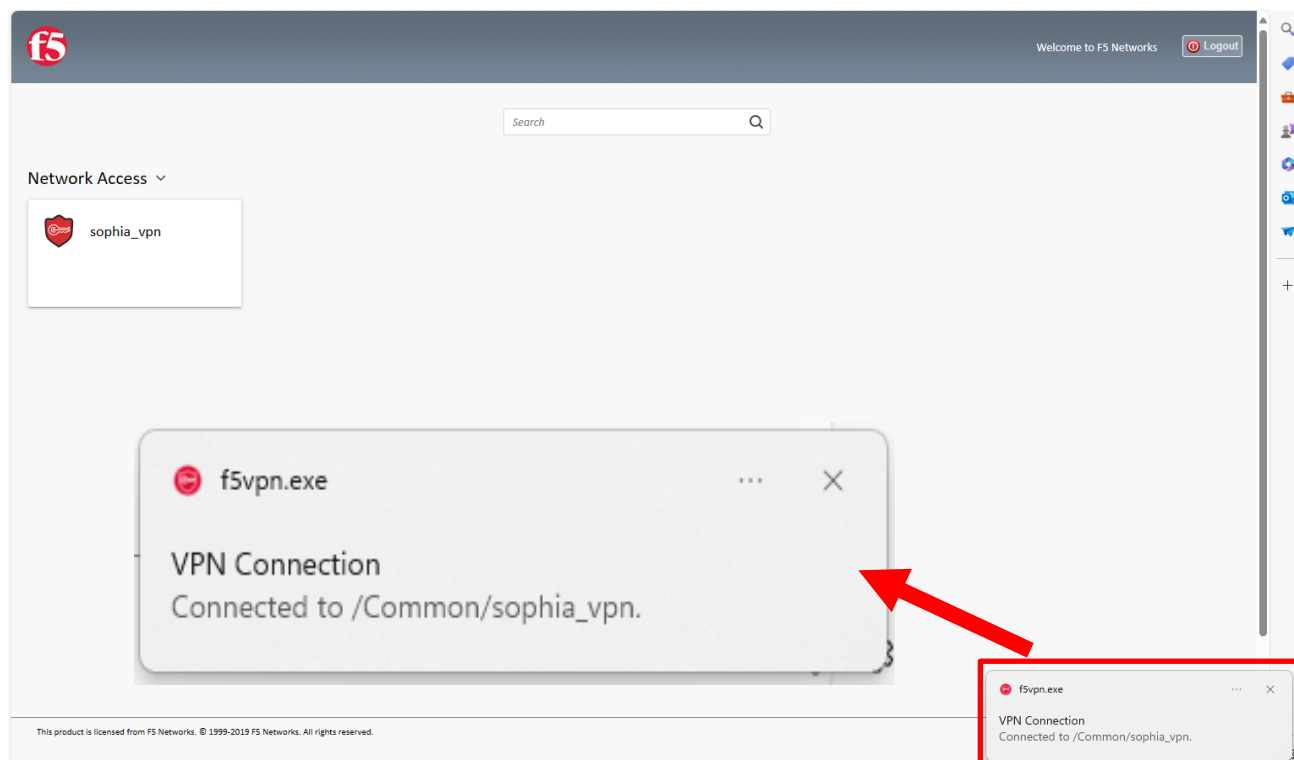
(10) Click "Yes".



(11) Click "Yes".



(12) The connection is complete when "VPN Connection" appears in the lower right corner.



(13) Check the operation of services that require a VPN and verify that the connection is functioning properly.

※Some dialogs will not appear for the second and subsequent VPN connections.



## 2.2. Installation for Firefox

※There are slight differences depending on the PC environment.

- (1) Access <https://vpn.cc.sophia.ac.jp>, and the Integrated Authentication System login screen will appear. Enter your ID (faculty/staff/student number) and Sophia ICT account password.

For detailed login procedures to the Integrated Authentication System, please refer to the following page:

<https://ccweb.cc.sophia.ac.jp/en/userguide/newuser/sso2024/>



※If the screen with the QR code displayed in the bottom right appears, make sure to display the QR code on your PC or another device and scan it using the 'Authenticator' app to generate a one-time code.

Please refer to the manual below for details on multi-factor authentication.

<https://ccweb.cc.sophia.ac.jp/en/manual/other/login-g-into-the-integrated-authentication-system/>

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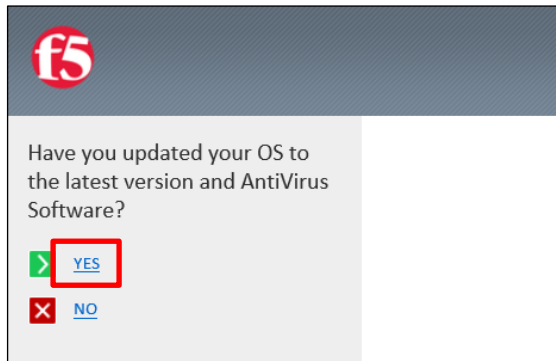
**⚠** アカウントを有効にするにはモバイル・オーセンティケーターのセットアップが必要です。(You need to set up Mobile Authenticator to activate your account.)

1. モバイルにアプリ「Microsoft Authenticator」をインストールしてください。(Please install the app "Microsoft Authenticator" on your mobile.)
2. アプリケーションを開き、バーコードをスキャンします。(Open the application and scan the barcode.)

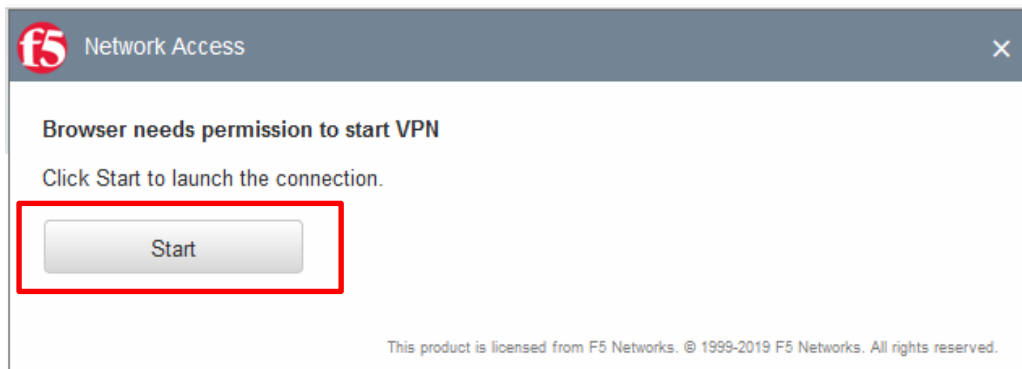


QRコードが読み込めない場合ここをクリック (Unable to scan?)

(2) A confirmation dialog will appear. Click "Yes" if you agree with the statement.



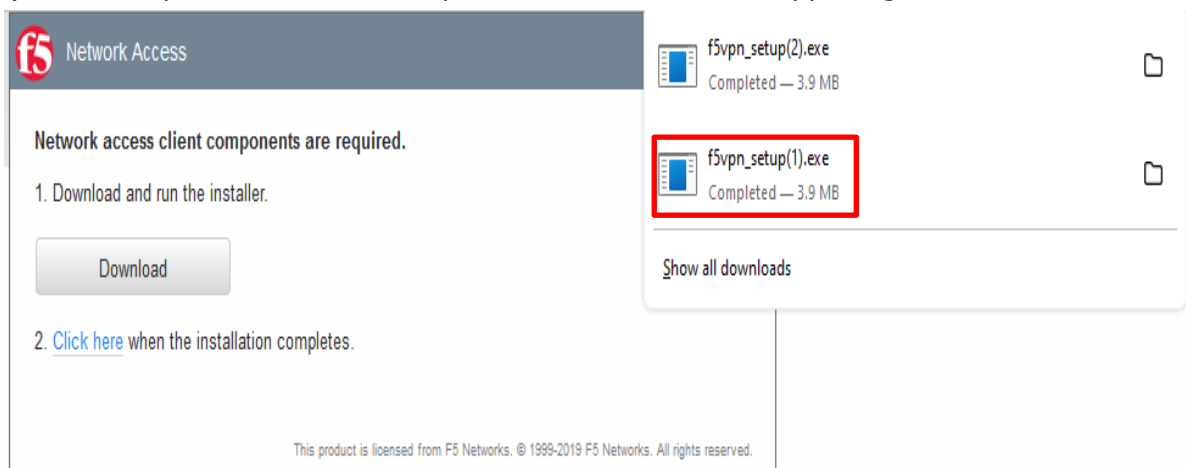
(3) The following screen will appear. Click "Start" to initiate the connection.



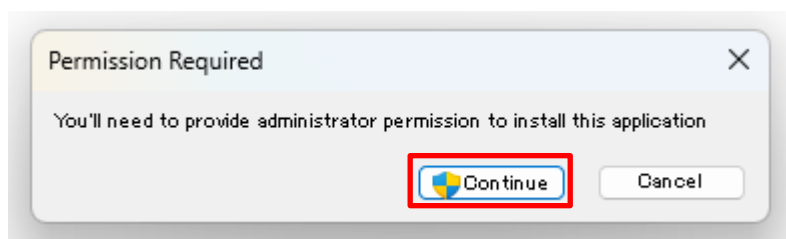
(4) Select "Download" when the following screen appears.



(5) Select "Open File" under Setup in "Downloads" in the upper right corner.



(6) Select "Continue" as "Permission Required" is displayed.



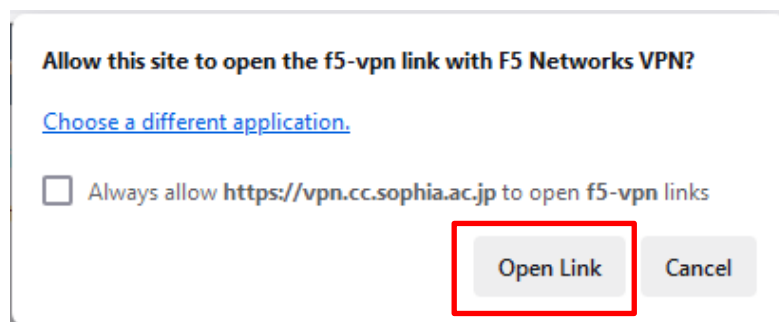
(7) After installation is complete, click "Click here".



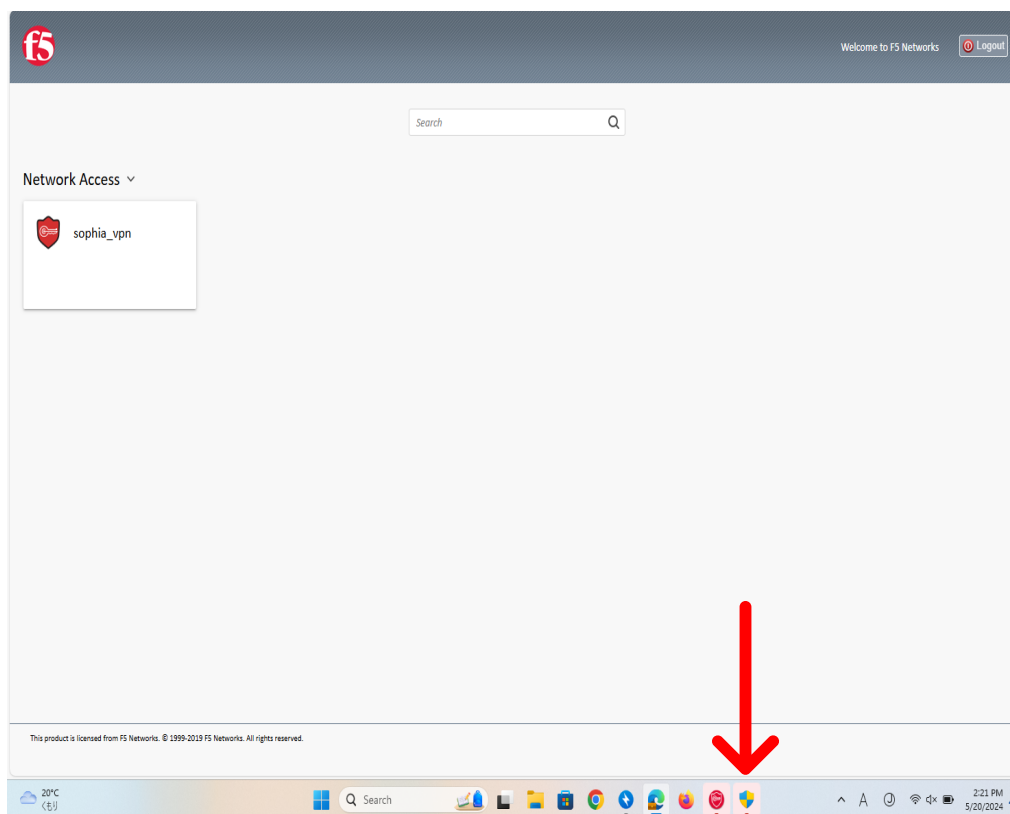
(8) The following screen will appear. Click "Start" to initiate the connection.



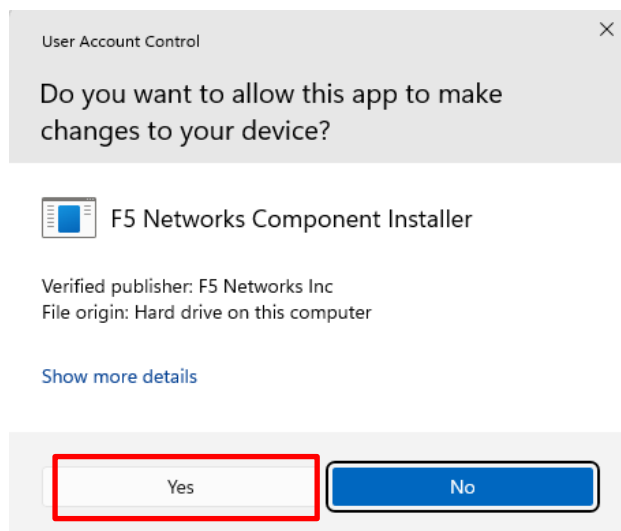
(9) Click on "Open Link".



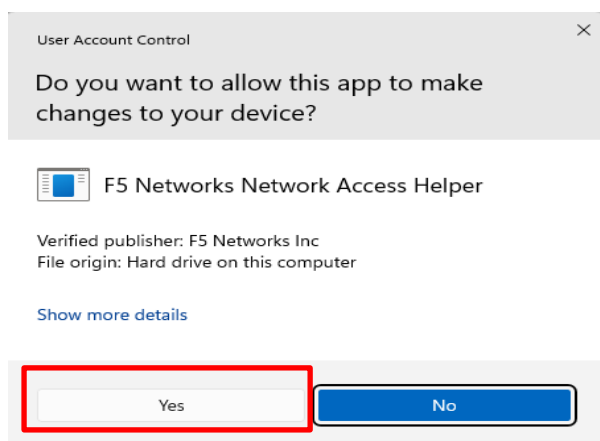
(10) Click on the yellow and blue shield-like icon in the lower right corner.



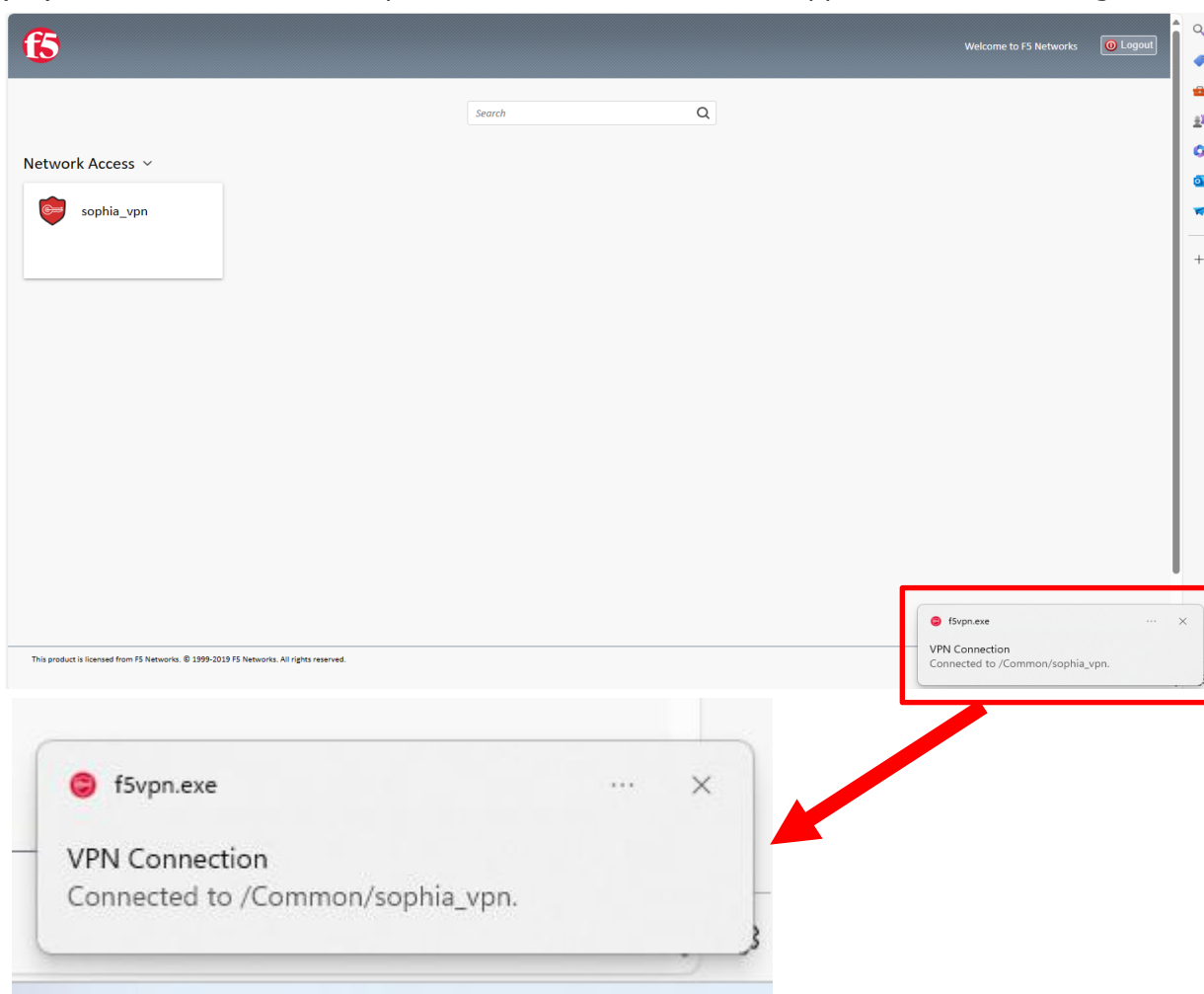
(11) Click "Yes".



(12) Click "Yes".



(13) The connection is complete when "VPN Connection" appears in the lower right corner.



(14) Check the operation of services that require a VPN and verify that the connection is functioning properly.

※Some dialogs will not appear for the second or subsequent VPN connections.

## 2.3. Installation for Google Chrome

※There are slight differences depending on the PC environment.

- (1) Access <https://vpn.cc.sophia.ac.jp>, and the Integrated Authentication System login screen will appear. Enter your ID (faculty/staff/student number) and Sophia ICT account password.

For detailed login procedures to the Integrated Authentication System, please refer to the following page:

<https://ccweb.cc.sophia.ac.jp/en/userguide/newuser/sso2024/>



※If the screen with the QR code displayed in the bottom right appears, make sure to display the QR code on your PC or another device and scan it using the 'Authenticator' app to generate a one-time code.

Please refer to the manual below for details on multi-factor authentication.

<https://ccweb.cc.sophia.ac.jp/en/manual/other/login-g-into-the-integrated-authentication-system/>

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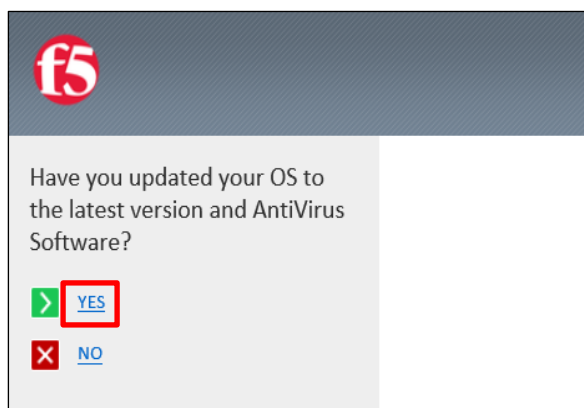
⚠ アカウントを有効にするにはモバイル・オーセンティケーターのセットアップが必要です。(You need to set up Mobile Authenticator to activate your account.)

1. モバイルにアプリ「Microsoft Authenticator」をインストールしてください。(Please install the app "Microsoft Authenticator" on your mobile.)
2. アプリケーションを開き、バーコードをスキャンします。(Open the application and scan the barcode.)



QRコードが読み込めない場合ここをクリック (Unable to scan?)

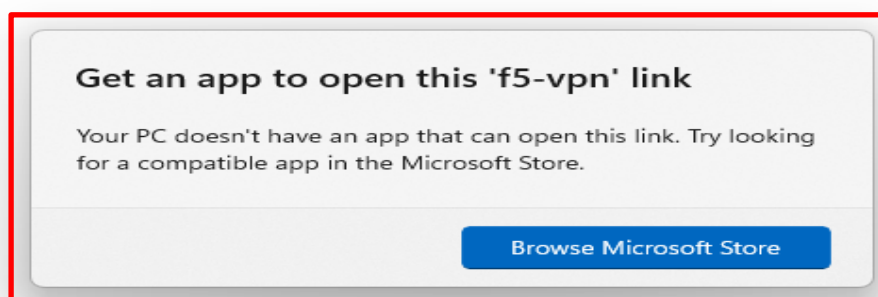
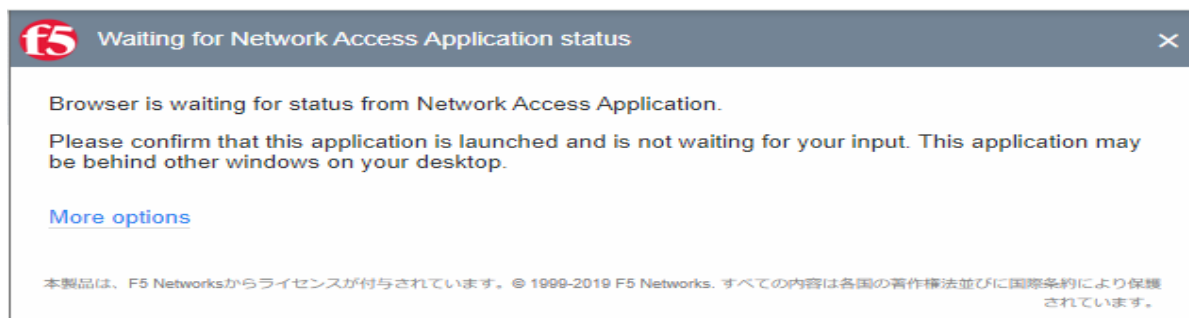
(2) A confirmation dialog will appear. Click "Yes" if you agree with the statement.



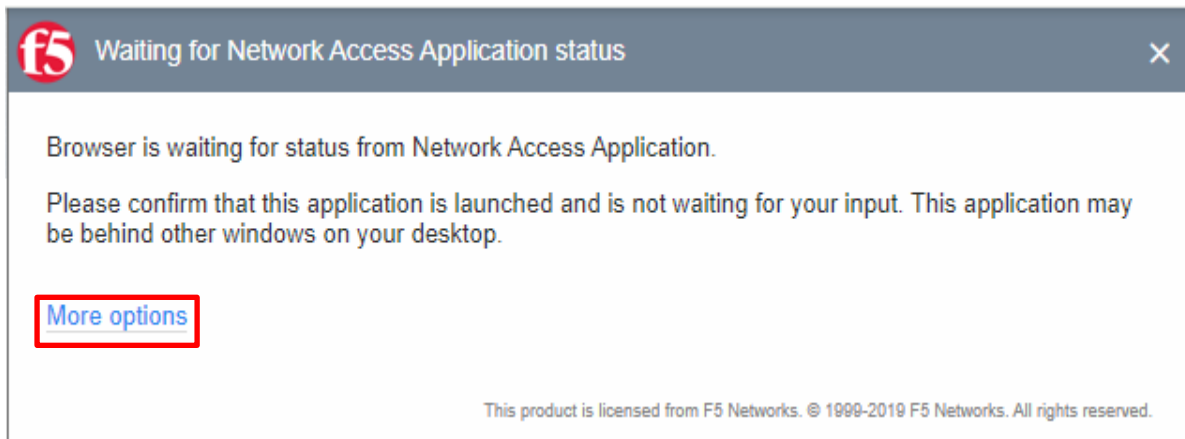
(3) The following screen will appear. Click "Start" to initiate the connection.



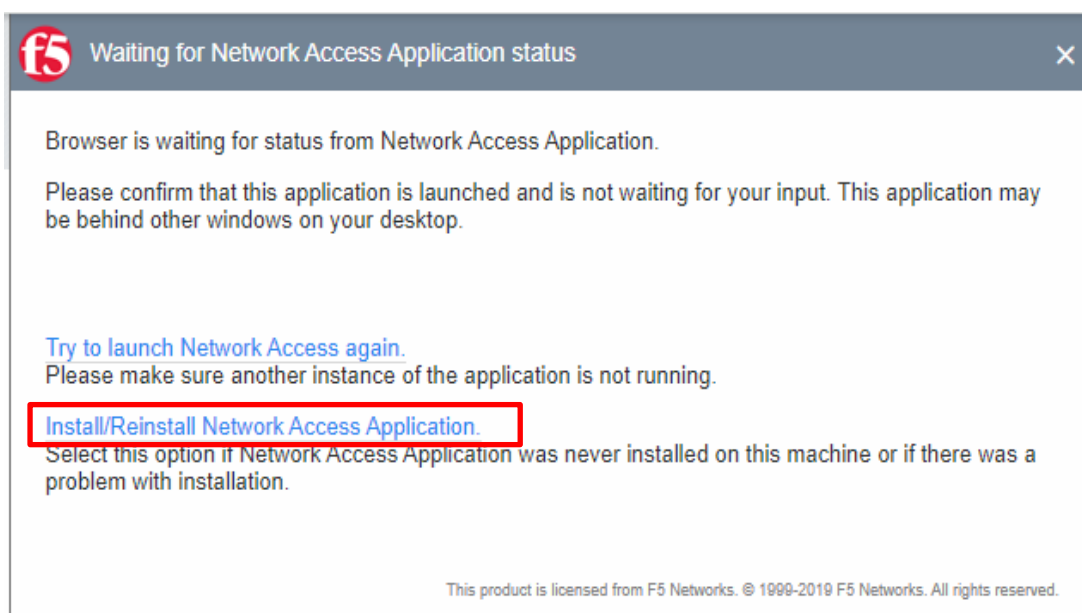
※Even if the following screen is displayed, proceed to step (4).



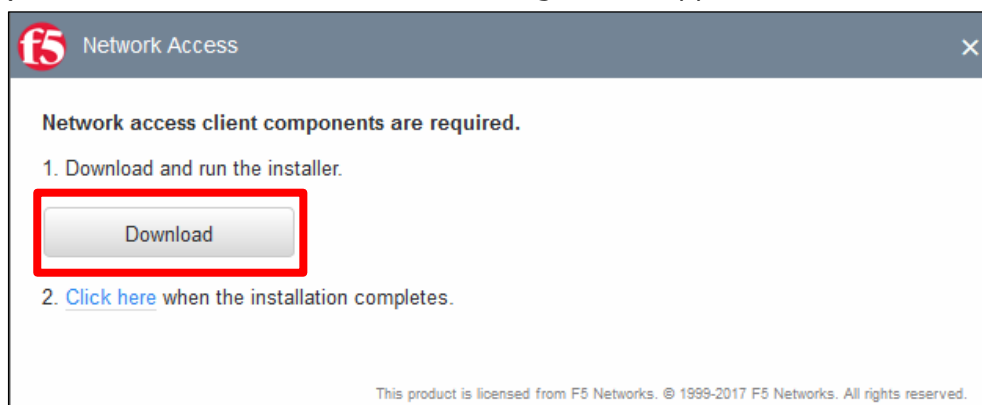
(4) Click on "[More options](#)".



(5) Click on "[Install/Reinstall Network Access Application](#)".



(6) Select "Download" when the following screen appears.

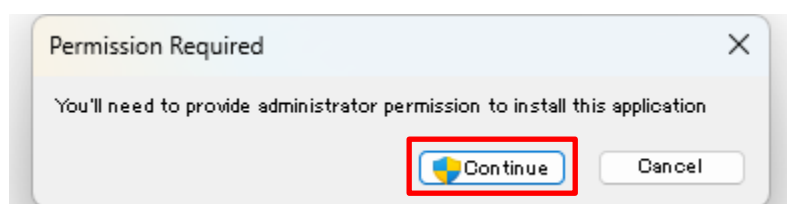




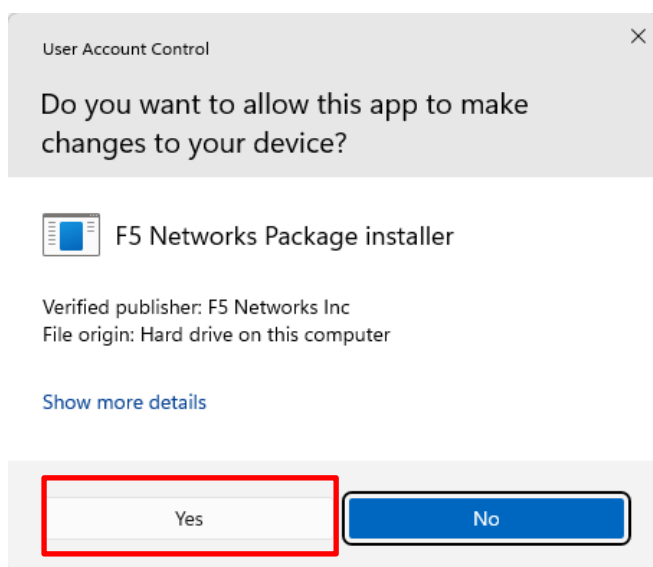
(7) Select "Open File" under Setup in "Downloads" in the upper right corner.



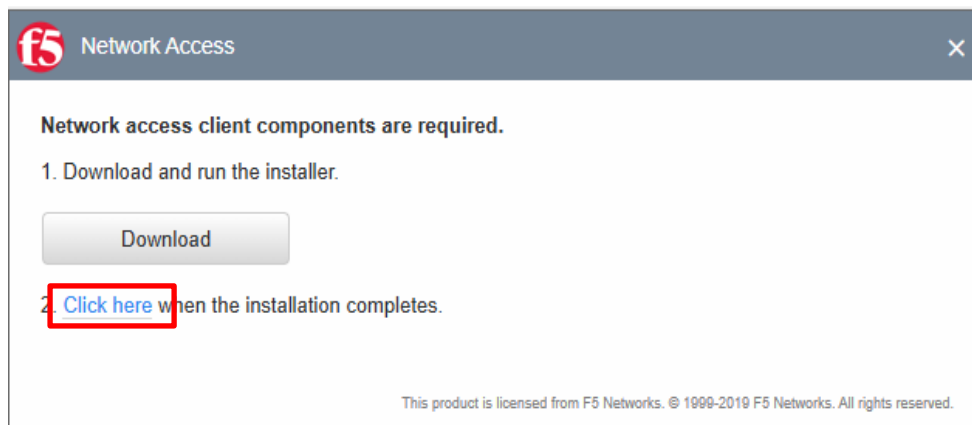
(8) Select "Continue" as "Permission Required" is displayed.



(9) Click "Yes".



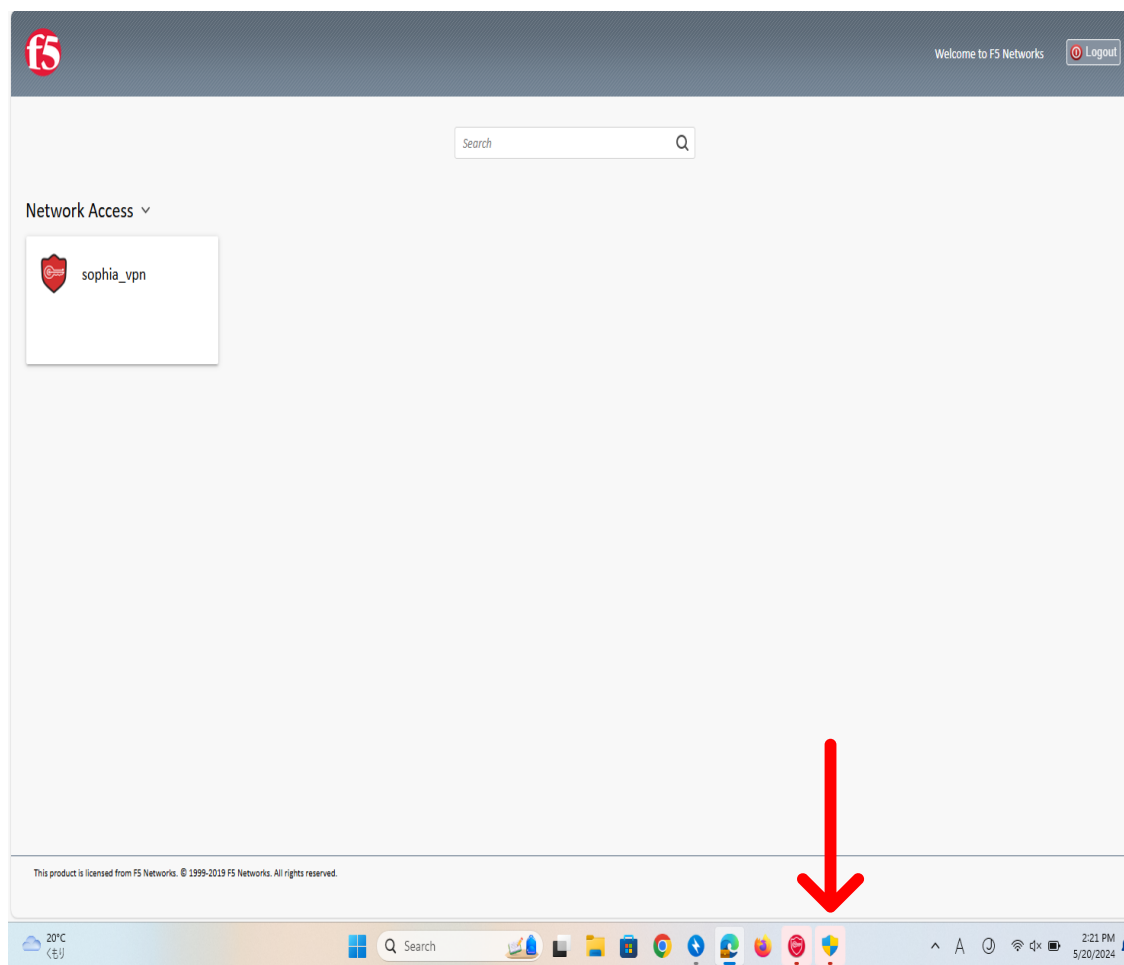
(10) After installation is complete, click "[Click here](#)".



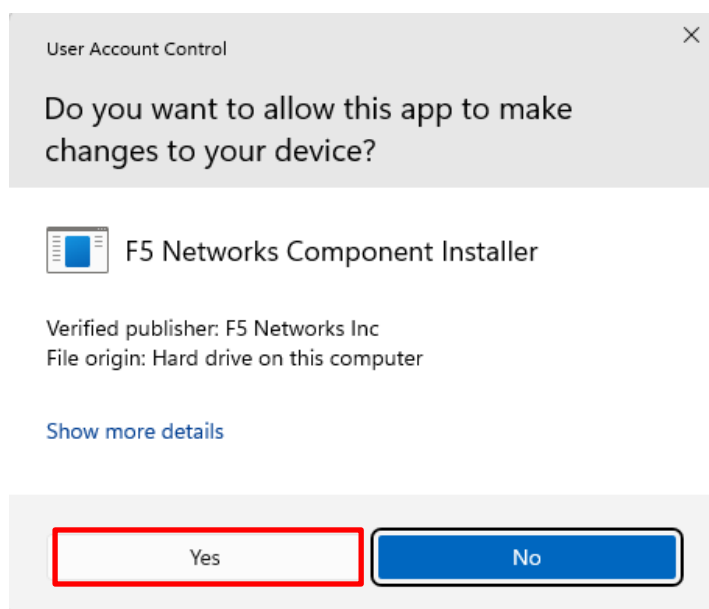
(11) Click "Start" to initiate the connection.



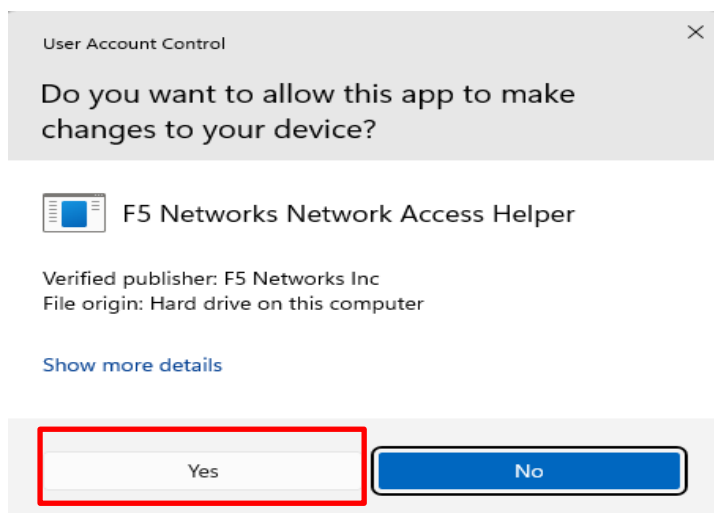
(12) Click on the yellow and blue shield-like icon in the lower right corner.



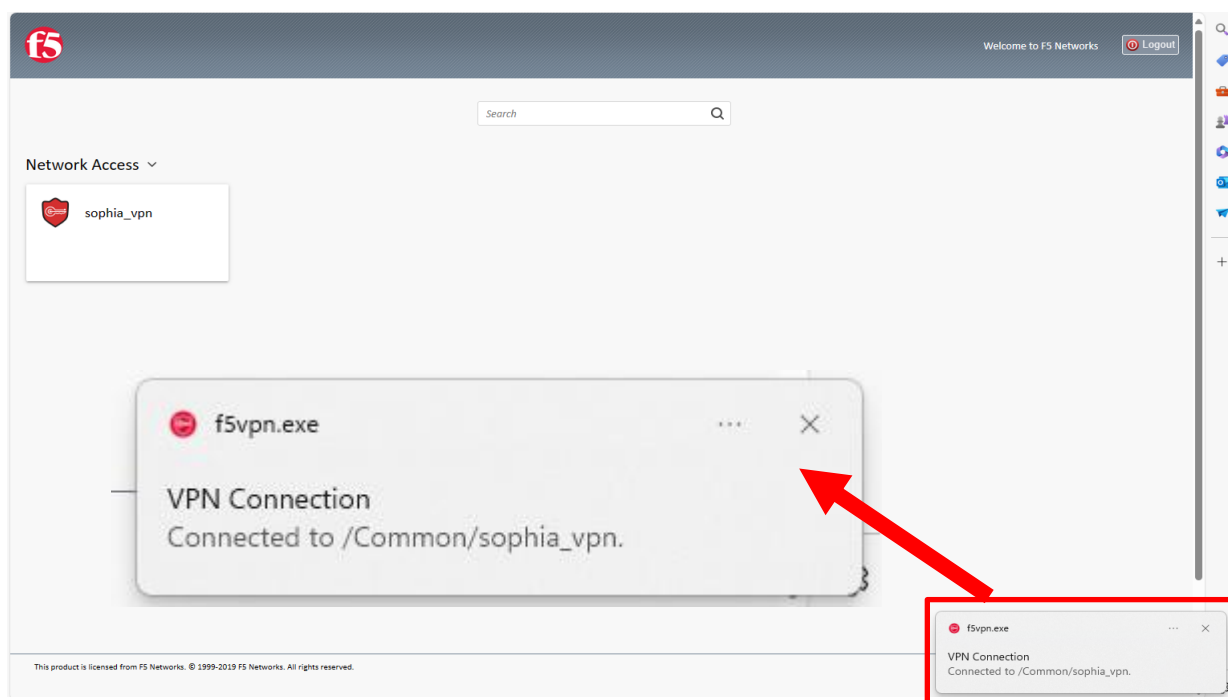
(13) Click "Yes".



(14) Click "Yes".



(15) The connection is complete when "VPN Connection" appears in the lower right corner.



(16) Check the operation of services that require a VPN and verify that the connection is functioning properly.

※Some dialogs will not appear for the second or subsequent VPN connections.

## 3. Installation for Mac

### 3.1. Safari

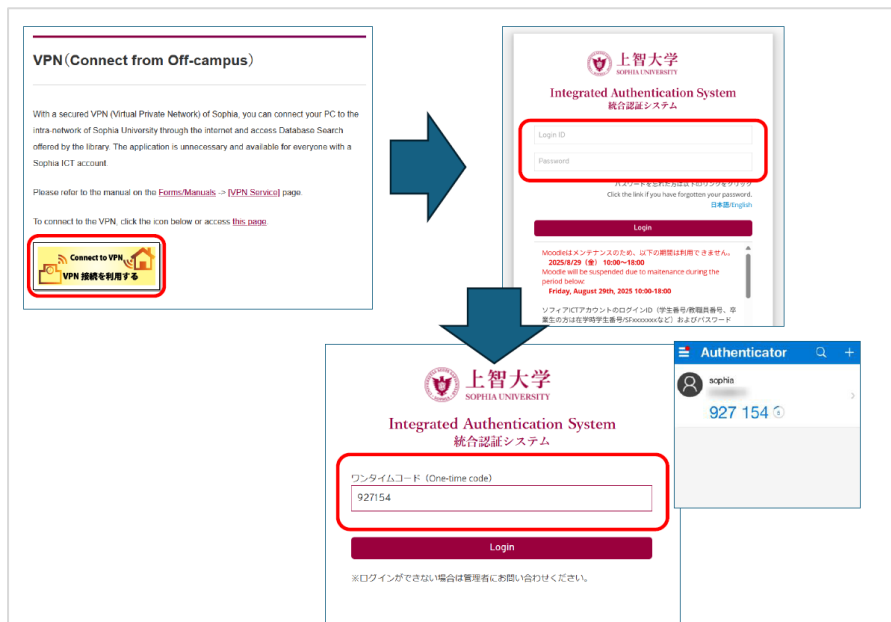
#### 3.1.1. Installation

※There are slight differences depending on the PC environment.

- (1) Access <https://vpn.cc.sophia.ac.jp>, and the Integrated Authentication System login screen will appear. Enter your ID (faculty/staff/student number) and Sophia ICT account password.

For detailed login procedures to the Integrated Authentication System, please refer to the following page:

<https://ccweb.cc.sophia.ac.jp/en/userguide/newuser/sso2024/>



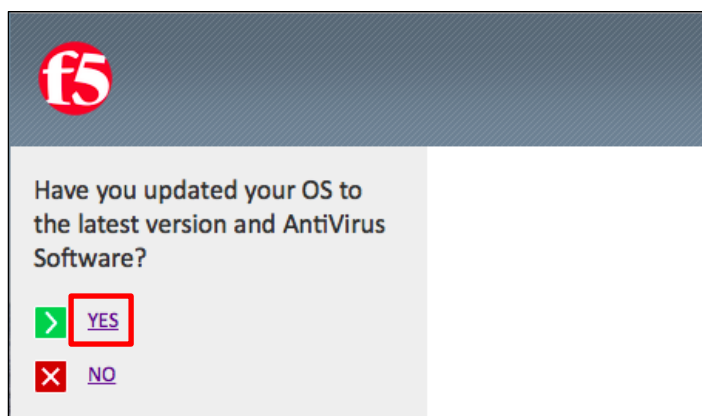
※If the screen with the QR code displayed in the bottom right appears, make sure to display the QR code on your PC or another device and scan it using the 'Authenticator' app to generate a one-time code.

Please refer to the manual below for details on multi-factor authentication.

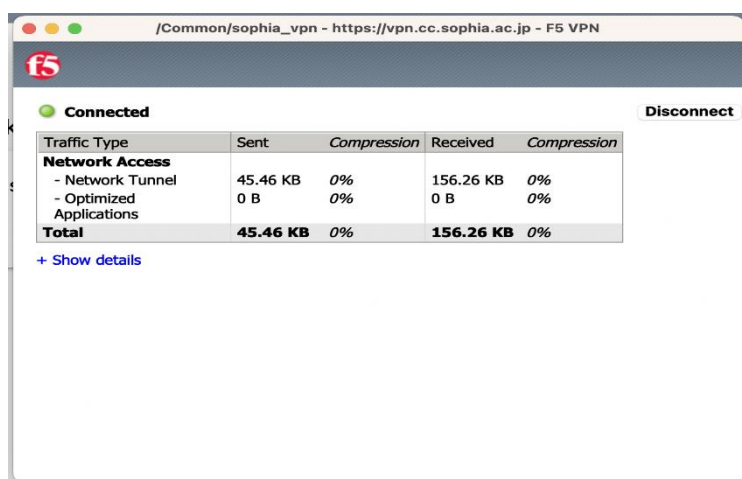
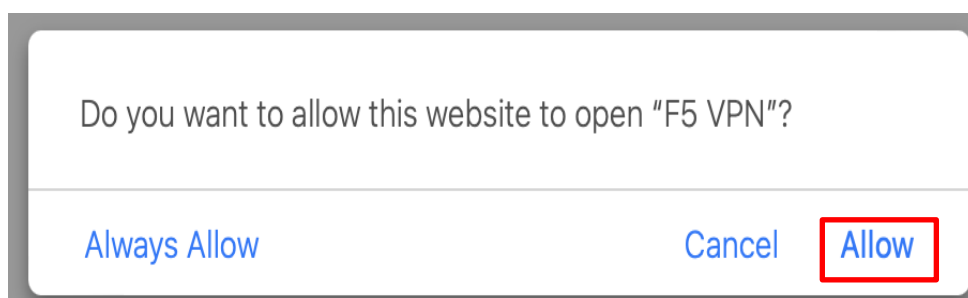
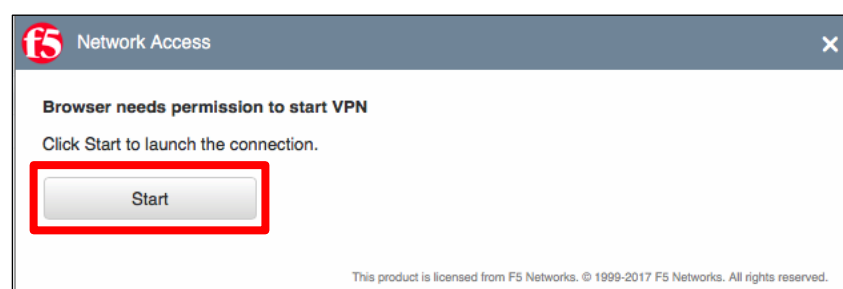
<https://ccweb.cc.sophia.ac.jp/en/manual/other/login-g-into-the-integrated-authentication-system/>



(2) A confirmation dialog will appear. Click “Yes” if you agree with the statement.

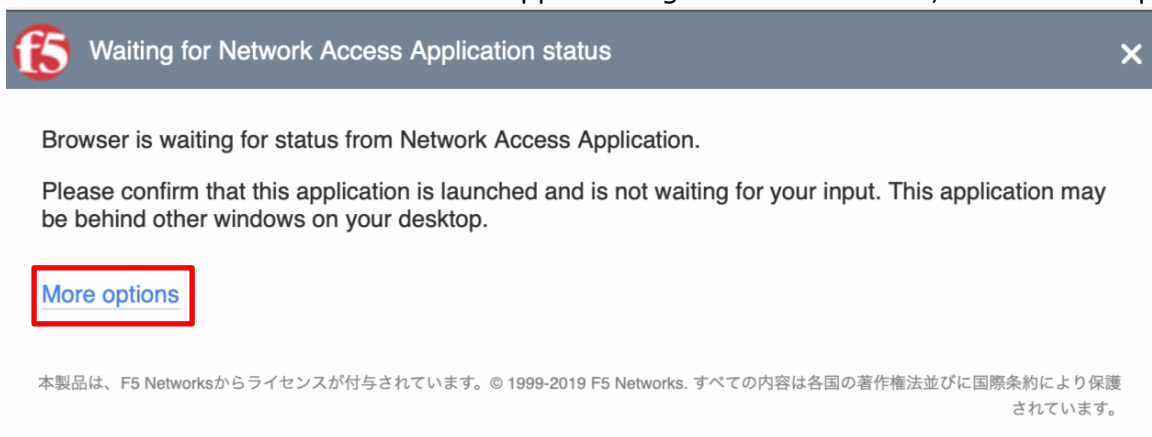


(3) Another confirmation dialog will appear, and click the “Start” and “Allow” as follows.

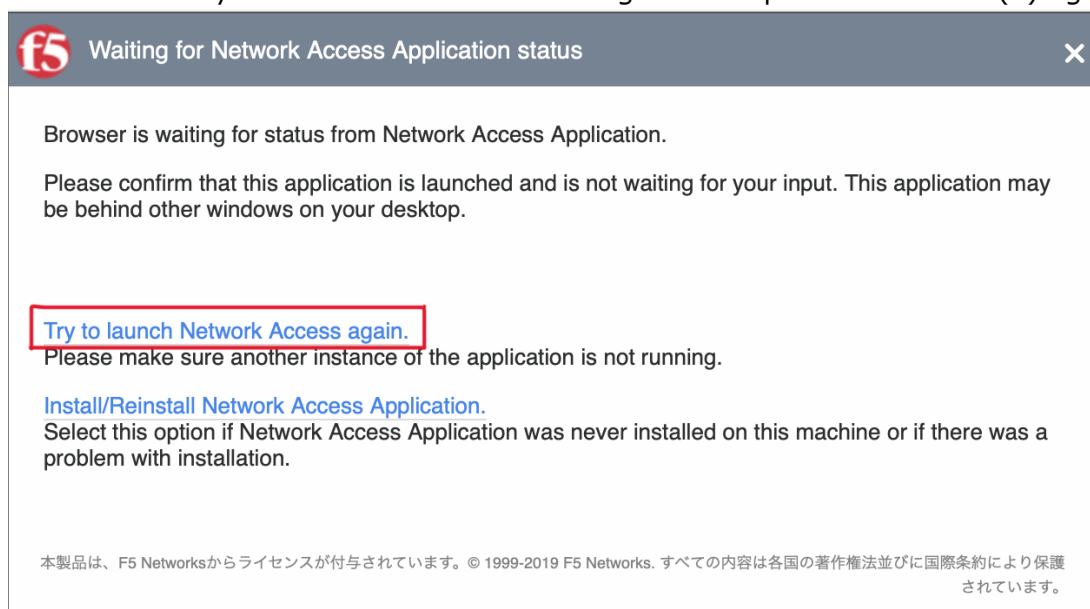


When the above appears, the connection is complete.

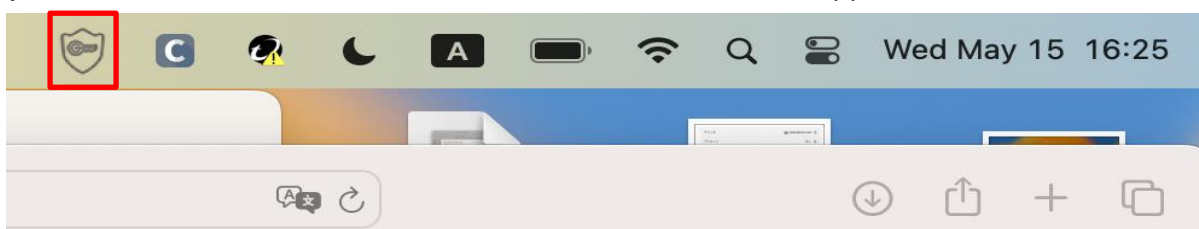
※If the Permissions screen does not appear using the above method, select “More options”.



Then select “Try to launch Network Access again.” and perform method (2) again.



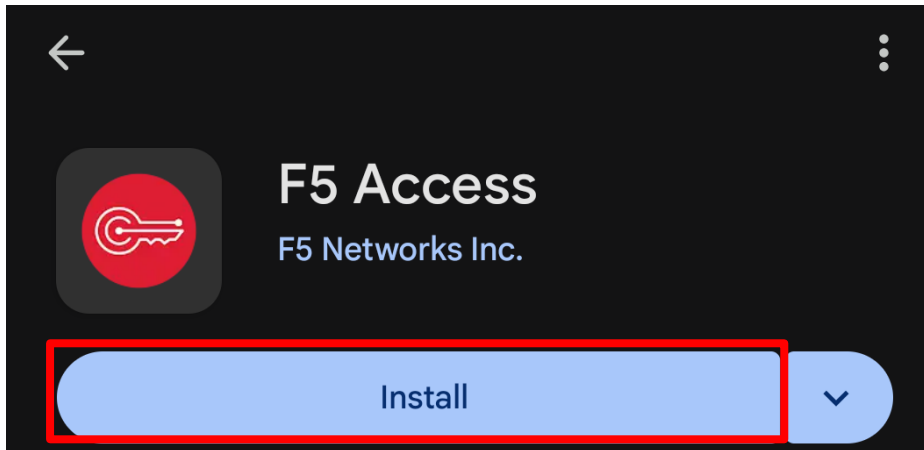
(4) When a VPN connection is established, the “F5” icon will appear on the menu bar.



## 4. Installation for Android

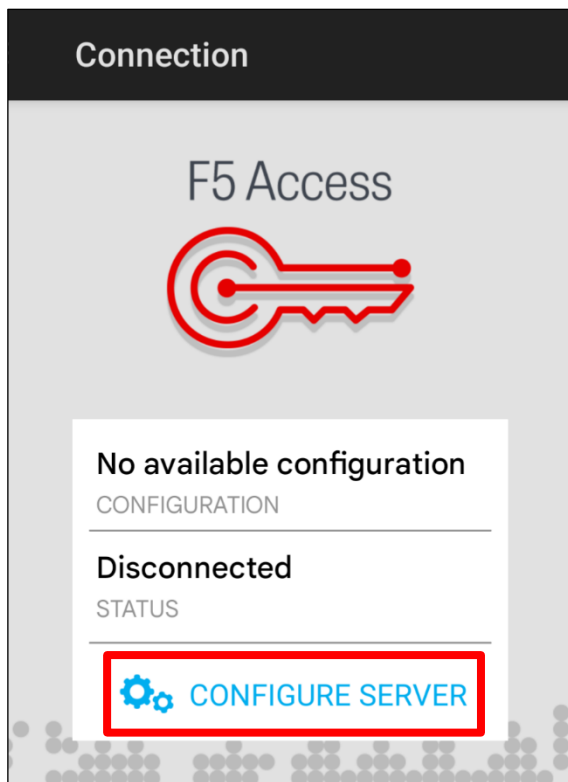
### 4.1. Installation

(1) Download the VPN client application from Google Play.



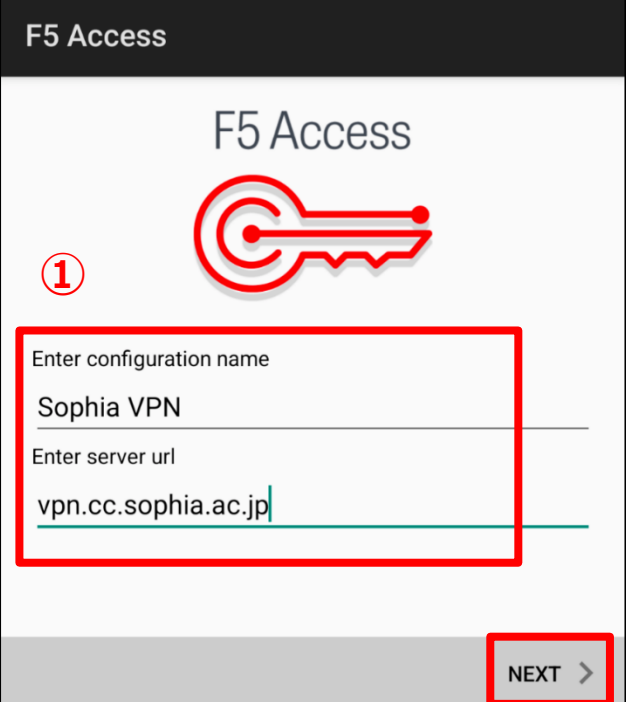
※The download page above is subject to change.

(2) Launch “F5 Access” and tap “CONFIGURE SERVER”.



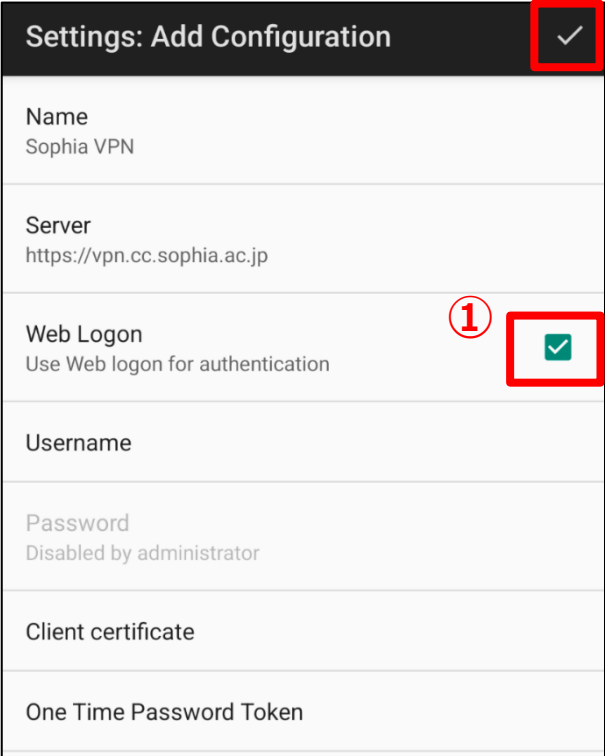


- (3) Input configuration name (optional) and set “vpn.cc.sophia.ac.jp” as the server URL on the following screen. After that, click the “Next”.



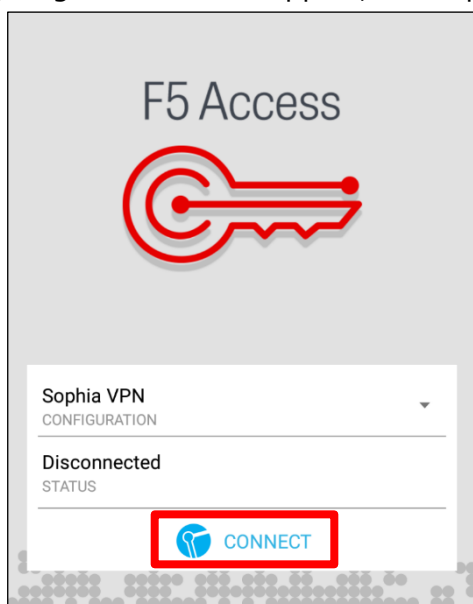
The screenshot shows the 'F5 Access' configuration screen. At the top, there is a header 'F5 Access' and a large red key icon. A red circle with the number '1' is placed next to the key icon. Below the key icon, there are two input fields: 'Enter configuration name' with the text 'Sophia VPN' and 'Enter server url' with the text 'vpn.cc.sophia.ac.jp'. A red rectangle highlights both input fields. At the bottom right, there is a 'NEXT >' button, which is also highlighted with a red rectangle. A red circle with the number '2' is placed next to the 'NEXT >' button.

- (4) Check [Web Logon] and tap “✓” on the top-right of the screen.

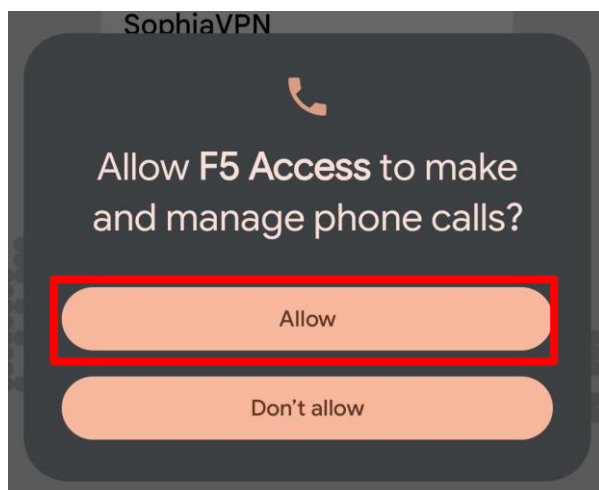
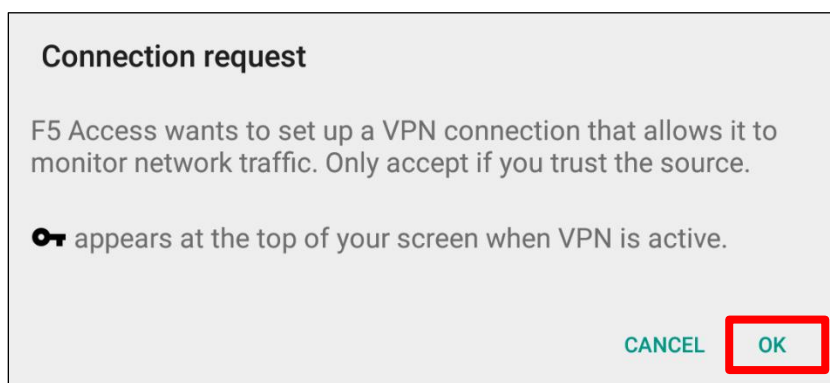


The screenshot shows the 'Settings: Add Configuration' screen. At the top, there is a header 'Settings: Add Configuration' and a checkmark icon in a square box, which is highlighted with a red rectangle. A red circle with the number '2' is placed next to the checkmark icon. Below the header, there are several settings: 'Name' with the text 'Sophia VPN', 'Server' with the text 'https://vpn.cc.sophia.ac.jp', 'Web Logon' with the text 'Use Web logon for authentication' and a checkmark icon in a square box, which is highlighted with a red rectangle. A red circle with the number '1' is placed next to the 'Web Logon' text. Below 'Web Logon', there are 'Username', 'Password' (Disabled by administrator), 'Client certificate', and 'One Time Password Token'.

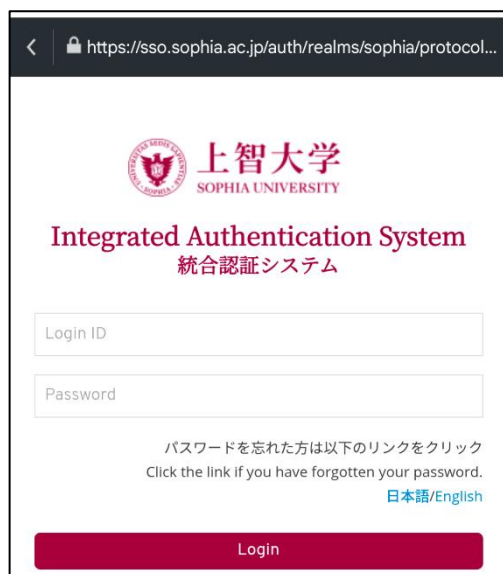
(5) Log-in screen will appear, and tap “CONNECT”.



(6) If a confirmation dialog appears, tap the “OK” and” Allow” on the dialog.

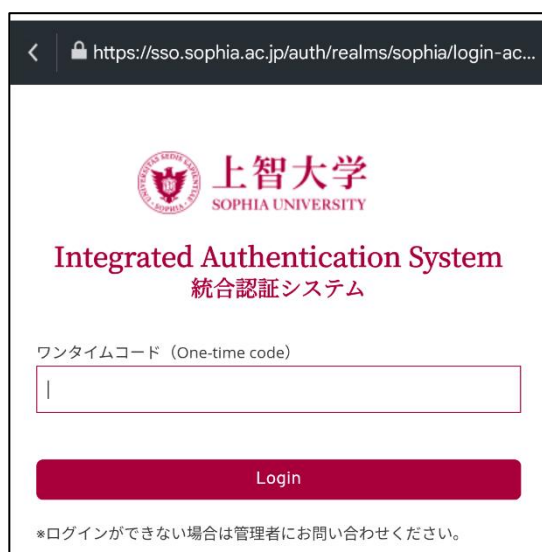


- (7) Enter your faculty/student ID and Sophia ICT Account password (same as Moodle or Sophia Mail) and tap “LOGIN”.



The screenshot shows a mobile browser interface for the Sophia University Integrated Authentication System. At the top, the address bar displays the URL: <https://sso.sophia.ac.jp/auth/realms/sophia/protocol...>. Below the address bar is the Sophia University logo, which consists of a circular emblem and the text "上智大学 SOPHIA UNIVERSITY". Underneath the logo, the title "Integrated Authentication System" is displayed in English, followed by "統合認証システム" in Japanese. There are two input fields: "Login ID" and "Password". Below these fields, there is a link for users who have forgotten their password: "パスワードを忘れた方は以下のリンクをクリック" (Click the link if you have forgotten your password.), with a blue link labeled "日本語/English". At the bottom, there is a red button labeled "Login".

- (8) When you input the password and tap “Login”.



The screenshot shows the same mobile browser interface as in the previous step, but now it is at the "login-ac..." page. The address bar displays the URL: <https://sso.sophia.ac.jp/auth/realms/sophia/login-ac...>. The Sophia University logo and title remain the same. Below the title, there is a label "ワンタイムコード (One-time code)" above a single-character input field containing the letter "I". At the bottom, there is a red button labeled "Login". Below the button, there is a note in Japanese: "※ログインができない場合は管理者にお問い合わせください。" (If you cannot log in, please contact the administrator.)

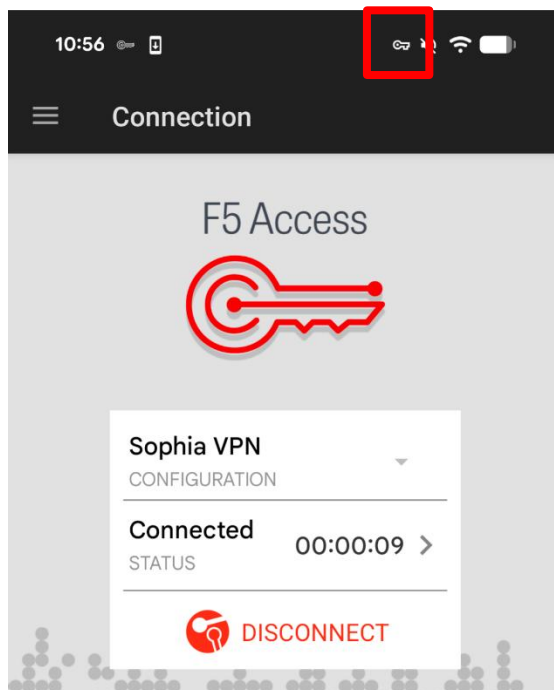
※If the screen with the QR code displayed in the bottom right appears, make sure to display the QR code on your PC or another device and scan it using the 'Authenticator' app to generate a one-time code.

Please refer to the manual below for details on multi-factor authentication.

<https://ccweb.cc.sophia.ac.jp/en/manual/other/logging-into-the-integrated-authentication-system/>



(9) When a VPN connection is established, the “F5” icon will appear on the status bar.

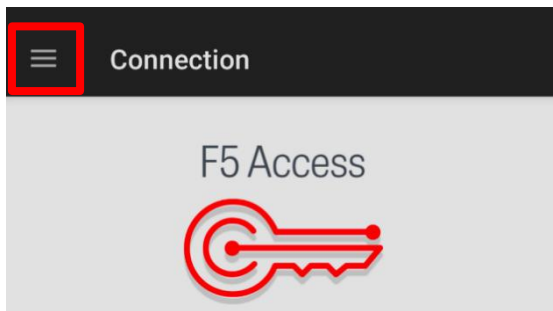


## 4.2. After Installation

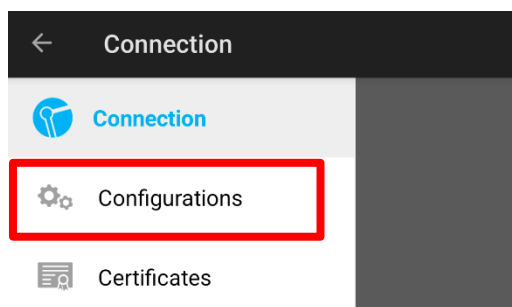
Start the client app, then follow step (5) in 4.1 '4.1. Installation' (p.12) to connect.

### 4.3. Trouble connecting

- (1) Tap the menu icon (three lines) next to 'Connection'.

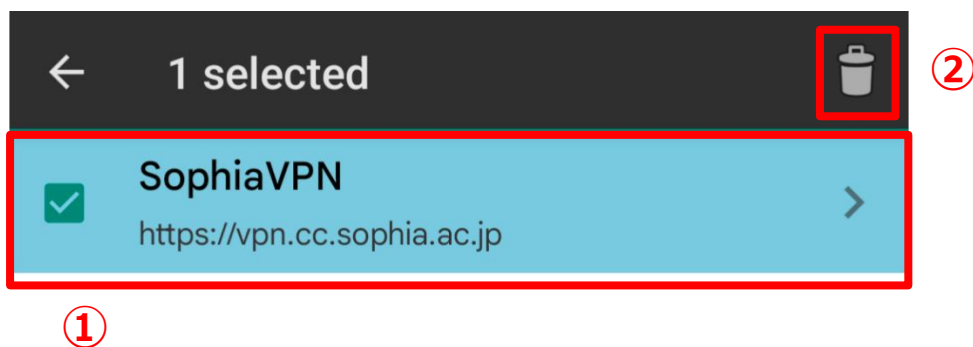


- (2) Tap "Configurations".



- (3) Press and hold 'Sophia VPN', then tap the trash icon to delete the settings.

Start the client app, then follow step (5) in 4.1 '4.1. Installation' (p.12) to connect.



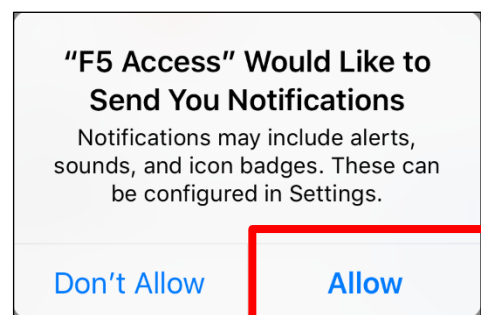
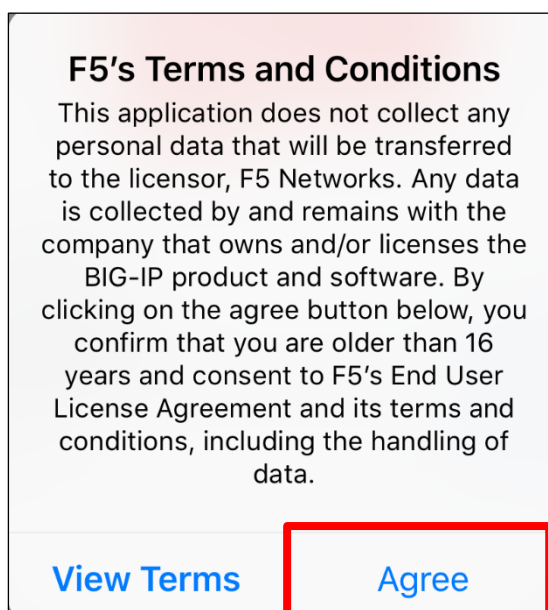
## 5. Installation for iOS

### 5.1. Installation

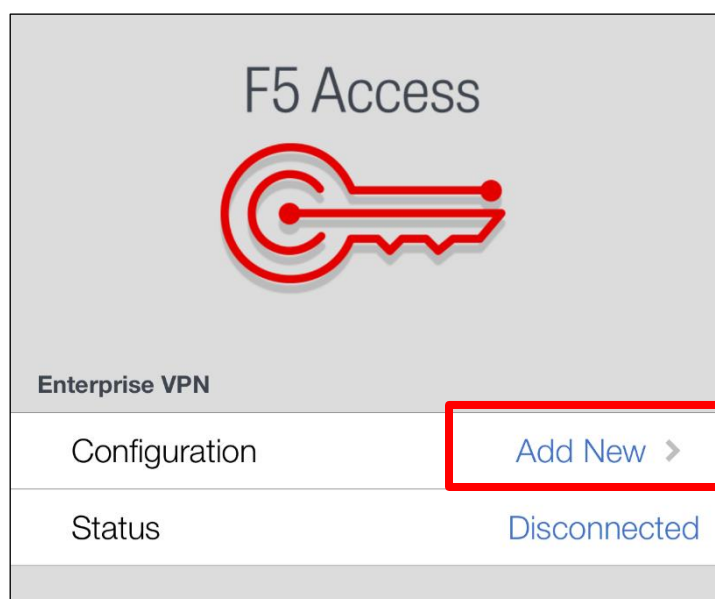
- (1) Download the client application (F5 Access) from the App Store.



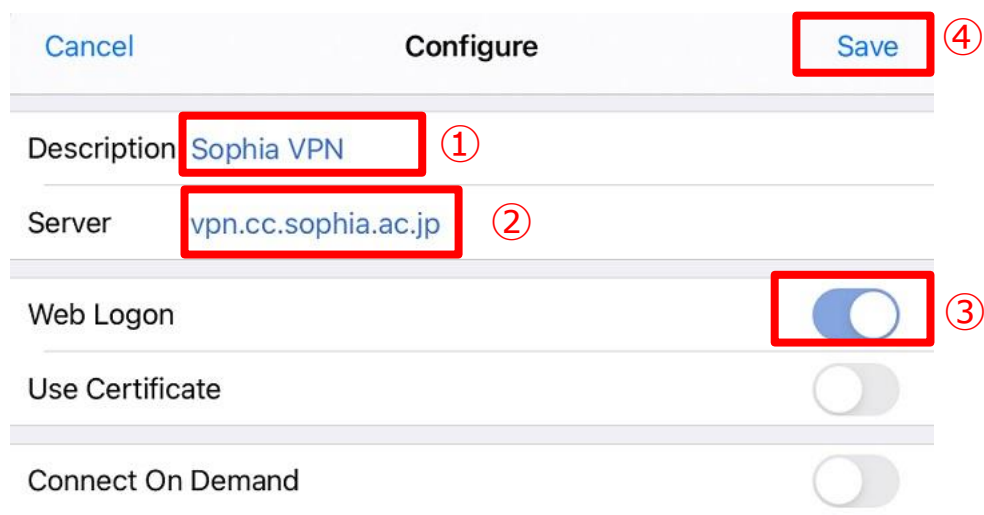
- (2) Terms of agreement will appear when you launch F5 Access. Confirm the term and agree with it.



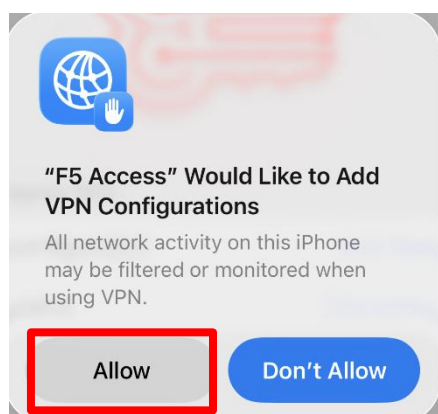
(3) Tap “Add New” on the connecting screen.



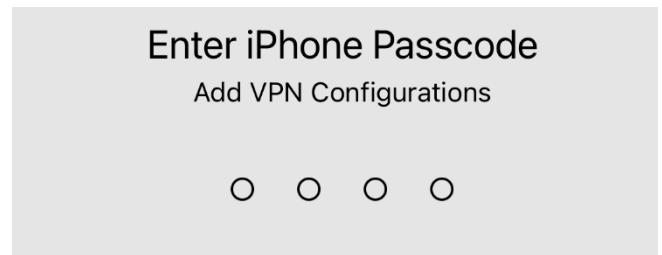
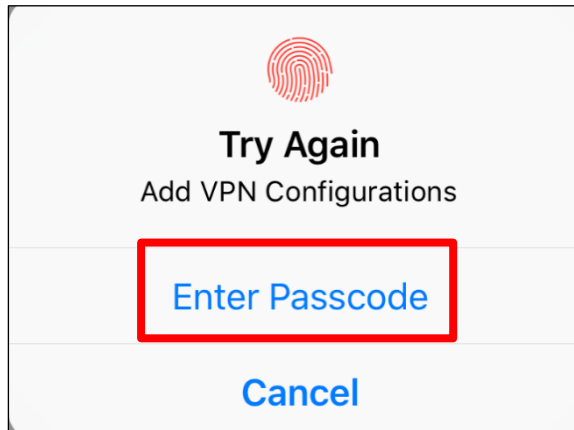
(4) Fill in configurations as follows and tap “Save”. You can set any name as “Description”.



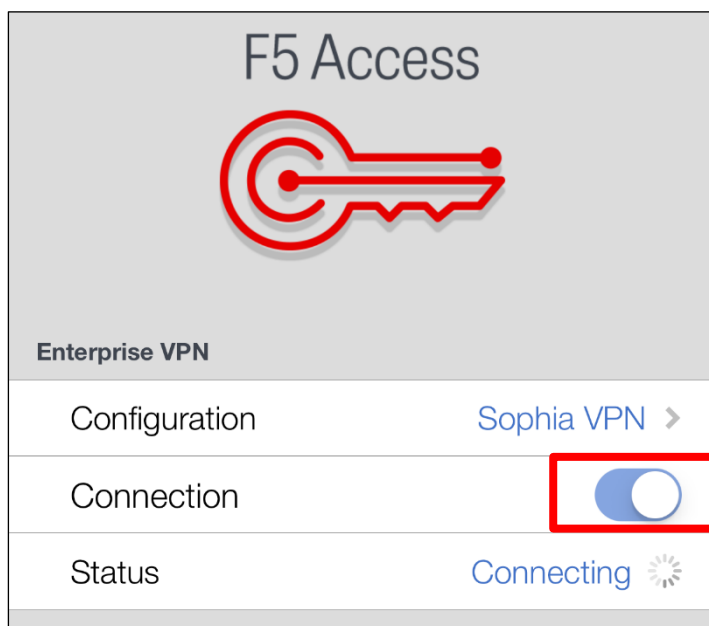
(5) A confirmation dialog will appear, and tap “Allow”.




(6) Use Touch ID or Passcode and add VPN configurations to iOS.



(7) Tap "Connection" and enable VPN.



(8) Enter Login ID (faculty/student ID number) and password (as to the ICT account) and click "Login".

 **上智大学**  
SOPHIA UNIVERSITY

**Integrated Authentication System**  
統合認証システム

Login ID

Password

パスワードを忘れた方は以下のリンクをクリック  
Click the link if you have forgotten your password.  
[日本語/English](#)

Login



(9) When the 'One-time code' input screen appears, enter the one-time code and click 'Login'.

The screenshot shows the login interface for Sophia University's Integrated Authentication System. At the top is the university's logo and name in Japanese (上智大学) and English (SOPHIA UNIVERSITY). Below this, the title 'Integrated Authentication System' and its Japanese equivalent '統合認証システム' are displayed. A text input field is labeled 'ワンタイムコード (One-time code)'. A red 'Login' button is positioned below the input field. At the bottom, a note states: '※ログインができない場合は管理者にお問い合わせください。' (If you cannot log in, please contact the administrator.)

※If the screen with the QR code displayed in the bottom right appears, make sure to display the QR code on your PC or another device and scan it using the 'Authenticator' app to generate a one-time code.

Please refer to the manual below for details on multi-factor authentication.

<https://ccweb.cc.sophia.ac.jp/en/manual/other/login-g-into-the-integrated-authentication-system/>

This screenshot shows a screen from the Integrated Authentication System. It features the university's logo and name at the top. Below the title 'Integrated Authentication System' and '統合認証システム', there is a yellow warning box with a triangle icon. The text inside the box reads: 'アカウントを有効にするにはモバイル・オーセンティケーターのセットアップが必要です。 (You need to set up Mobile Authenticator to activate your account.)'. Below this, there are two numbered instructions in Japanese and English: 1. Install the 'Microsoft Authenticator' app on your mobile. 2. Open the app and scan the barcode. A QR code is displayed below the instructions. At the bottom, a link is provided: 'QRコードが読み込めない場合ここをクリック (Unable to scan?)'.

(10) Once the VPN connection is complete, the status will change to 'Connected'.

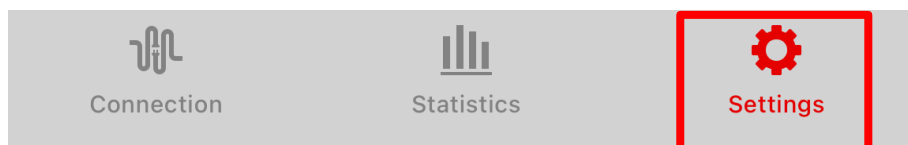
The screenshot displays the F5 Access VPN interface. At the top, the text 'F5 Access' is shown above a large red key icon. Below this, the text 'Enterprise VPN' is visible. The interface has a list of items: 'Configuration' with a right arrow, 'Sophia VPN' with a right arrow, 'Connection' with a toggle switch, and 'Status' with a red box around the text 'Connected: 00:00:02' and a right arrow.

## 5.2. After Installation.

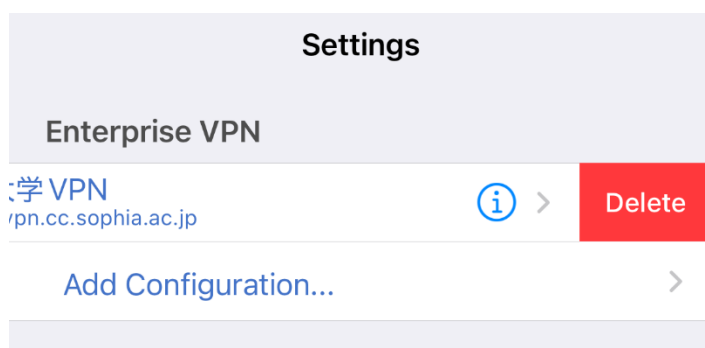
Launch the F5 Access App, tap “Connection”, and enter your password.

## 5.3. Trouble connecting.

(1) Tap the 'Settings'.



(2) Swipe left to “Delete”.



(3) Start the client app, then follow step (3) in 5.1 '5.1 Installation' (p.19) to connect.

## VPN (F5 Access) Setup Guide

Dec 2018	Creating a new document.
Oct 2021	Updated
May 2024	2. Installation of Windows (Auto-install) 3. Installation for Mac 6. Install VPN to Browser Manually (Microsoft Edge, Firefox, Chrome) Updated
November 2025	Updated
December 2025	Updated

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