

Degree/Graduation Requirements

Master degree

- ◇ Master students must be enrolled in The University of Tokyo (UTokyo) for a minimum for two years, obtain the minimum of thirty (30) units including compulsory courses, obtain approval of your master's thesis, and pass all final examinations.¹ Generally, a master program should be completed within three years, four years in approved exceptional cases.²
- ◇ The normal time to satisfy graduation requirements is two years. However, students with a superior academic record may graduate after being enrolled for a minimum of one year.³

Doctoral degree

- ◇ Doctoral students must be enrolled in The University of Tokyo for a minimum for three years, obtain a minimum of 20 units including compulsory courses, obtain approval of your doctoral dissertation, and pass all final examinations.⁴ Generally, a doctoral program should be completed within five years, six years in approved exceptional cases.²
- ◇ The normal time to satisfy graduation requirements is 3 years. However, students with a superior academic record may graduate after being enrolled for the time period⁵.

¹ Article 2 Item 5, Article 5; The University of Tokyo Graduate School Academic Regulations

² Article 27; The University of Tokyo Graduate School Academic Regulations

³ Article 3; Graduate School of Frontier Sciences Academic Regulations

⁴ Article 2 Item 5, Article 6; The University of Tokyo Graduate School Academic Regulations

⁵ Article 4; Graduate School of Frontier Sciences Academic Regulations

Course Registration Period and Procedures

Online Registration

Before submitting class schedules through the online UTAS Course Registration System, be sure to obtain your advisor's approval⁶ regarding your proposed selection of courses. To submit class schedules through online Course Registration System, use the UTAS website:

<https://utas.adm.u-tokyo.ac.jp/campusweb/>

Class Registration

S1/S2 terms	April 5, 2018	~	April 19, 2018
A1/A2 terms	September 27, 2018	~	October 9, 2018

Modification of Class Registration

S1 term	May 1, 2018	~	May 8, 2018
S2 term	June 4, 2018	~	June 15, 2018
A1 term	October 16, 2018	~	October 22, 2018
A2 term	November 19, 2018	~	November 30, 2018

Course Registration at the Student Affairs Section

If you are unable to register for courses through the online UTAS Course Registration system, then you could register by submitting the designated forms to the Student Affairs Section. You can download the *Course Registration Form* and the *Time Table of Selected Courses* from UTAS. After consulting with your advisor, obtain his/her approval⁶ regarding the proposed selection of courses, and submit the completed forms to the Student Reception Counter at the Student Affairs Section.

Student Reception Counter

Student Reception Counter Hours: 9 a.m.-12 noon, 1 p.m.-5 p.m. (except Saturdays, Sundays, and national holidays)
1st floor, Transdisciplinary Sciences Building, Kashiwa Campus

Course Registration Form

MS Word file http://www.k.u-tokyo.ac.jp/j/syllabus/Signup_Form.doc

PDF file http://www.k.u-tokyo.ac.jp/j/syllabus/Signup_Form.pdf

⁶Articles 6-8; Graduate School of Frontier Sciences Academic Regulations

Timetable of Selected Courses

MS Word file http://www.k.u-tokyo.ac.jp/j/syllabus/Subject_Table.doc

PDF file http://www.k.u-tokyo.ac.jp/j/syllabus/Subject_Table.pdf

Important Reminders

1. Registration for *courses longer than one academic year* need only be done once: during the first term registration period, and need not be repeated after that. Re-registration for the same course in the following term is not required.
2. Be sure to register for all compulsory lectures, practical courses, laboratories, etc. designated by your department/program after consulting your advisor.
3. Students may not take two or more courses concurrently scheduled for same time period.
4. In principle, registration requests are accepted *only* during the prescribed registration periods. (As a rule, grades will not be recorded for any coursework for which a student is not registered.)
5. Students may not re-register for previously completed courses for which they earned a grade of “C” or higher.
 - ✧ In the event that a student retakes a successfully completed course, any units for the additional coursework will *not* be counted toward the student’s degree requirements, regardless of whether the course was retaken during a different year, was conducted by a different instructor, was offered for a different number of units, was changed to a different course title, or involved changes in the syllabus.
6. All GSFS departments and programs have their own policies concerning units for required subjects, units acceptable from The University of Tokyo undergraduate schools, other GSFS departments, or other UTokyo graduate schools. General policies are outlined in the following section. Please note that GSFS students are ineligible to take undergraduate courses designed for first- and second-year undergraduate students.

Course Units

Programs

MASTER PROGRAM: minimum of 30 units

M1 = 1st yr. Master Course

M2 = 2nd yr. Master Course

DOCTORAL PROGRAM: minimum of 20 units

D1 = 1st yr. Doctoral Course

D2 = 2nd yr. Doctoral Course

D3 = 3rd yr. Doctoral Course

Course Name

The official names of most courses are Japanese. English names in these guidelines represent a best-effort translation (see GSFS course catalog).

Language of Instruction

Japanese language is used in most courses. Courses in which the language of instruction is English are designated by an “E” in the “Comments” column in the GSFS course catalog (far right column). The GSFS website also has a list of courses in English: check the link labeled “List of Lectures Taught in English” in the following GSFS website:

<http://www.k.u-tokyo.ac.jp/renewal-e/sidebar/kougi-e.html>

Units from Outside Your Department

Departments often restrict the number of units from outside the department program that may be applied as part of the required units to satisfy the graduation requirements of your program. *Be sure to consult with your advisor before registering for any classes.

*The information herein is accurate at the time of publication. However, course codes, course names, or even the courses required *may* change during an academic year. Consult your advisor or department office concerning the actual graduation requirements and related academic guidelines for your program of study and any other program-specific questions that you may have. Any questions regarding GSFS general academic and administrative matters should be directed to the Students Affairs Section. For your own sake, be sure to obtain your advisor's approval before registering for courses, and also carefully confirm all relevant information at the time of registering.

Course units shall be obtained by completing subjects according to the rules described below and the GSFS course catalog of 2018 academic year. Note that additional instructions on course units may be issued at the orientation sessions of each GSFS department. Each GSFS department limits the number of course units from subjects offered by other undergraduate schools or by other departments, graduate schools or education units (collectively referred to as *non-GSFS subjects*) that may be admitted towards completion of a particular course (i.e. required units). While these limits are not intended to restrict the number of non-GSFS subjects that a student can take, non-GSFS subject units exceeding these limits shall not be counted towards required units.