

To all students scheduled for completion of the Master's program in March 2016

The Graduate School of Political Science

Completion Schedule

1. Grade announcement

Date: From 10:00 am on Tuesday, 1st March

※Please log in My WASEDA, and check 'Menu of Grade Inquiry'.

2. Notes on issuance of a certification of completion and an academic transcript

You can obtain them at automatic issuance machines or at the Office from Tuesday 15th March.

After returning your student ID card, please apply to the Office (It costs 200 yen per 1 letter until 31th March, 300 yen per 1 letter after 1st April.).

3. Completion ceremony (for all graduate schools)

Due to memorial Halls reconstruction, Waseda University has decided to conduct completion/ graduation ceremony in each school. Therefore, the ceremony in the whole university is not held.

Note: we will tell an information about the commencement ceremony separately to following person; a valedictorian ,a vice-valedictorian, a doctoral degree recipient.

4. Completion ceremony (for GSPS)

Date : From 11:00 a.m. -12:15 p.m. on Friday, 25th March

Place: The Room 601, 6th Floor in Building No.3

※To obtain your diploma, you must:

1. Return your student ID card (*1)

2. Return your locker key(*2)

3. Submit your career report form via My WASEDA

4. Pay all of your tuition fees up to the Fall semester of AY 2015

5. Return all books you are borrowing now to the library by Monday on 14th March.

*1 You must return your student ID card at the venue of GSPS Completion ceremony on the day.

In case you have lost your student ID card, Please come and ask to the GSPS office..

*2 You must leave your locker empty by Friday on 25th March. In case you have lost your locker key, you must pay 800 yen. Anything left in your locker after Saturday, 26th March will be disposed.

5. Completion Party (GSPS/GSE)

Date : From 12:30 p.m.-14:00p.m. on Friday, 25th March

Place: Royal Hall , in Rihga Royal Hotel Tokyo