

Procedure for registering for Thesis

You may not register for Thesis course on the course registration system. If you wish to take Thesis courses, please confirm the following and complete the procedure during the specified period.

1. Application classification and eligible students

1) Enrolling Thesis with Advanced Seminar III at the same semester

Those who passed Advanced Seminar II in the 2020 fall semester and the spring semester of 2021 will be their final semester toward graduation. And, those who wish to enroll Thesis course, with Advanced Seminar III.

2) Re-enroll Thesis

Those who have failed Thesis course and wish to re-enroll it.

*Students are allowed to enroll Thesis only once during their enrollment.

3) Enrolling postponed Thesis

Those who have completed the procedure for postponing their Thesis course and wish to take the course in the 2021 spring semester.

2. Application method

If you wish to apply, please fill out the “Application form for registering for Thesis” (which can be downloaded from the SPSE website) and submit the form through one of the following methods:

1) Submit the physical form

Please submit the physical form to the SPSE office after obtaining the instructor’s signature and seal.

2) Submit by email (If it is difficult to obtain the instructor’s signature or visit the administrative office in person.)

Please attach a document that shows the instructor’s approval (example: an email exchange) in lieu of the instructor’s signature or seal, and submit it to kamoku11@list.waseda.jp. Make sure you use your Waseda University email address when sending this email.

The subject line for the email should be “Application for registering for Thesis.”

Make sure to include your student ID number, your full name, and the name of the seminar instructor.

Alternatively, you may also scan the document in (1) above (with the instructor's signature and seal) and send it by email. If so, there is no need to send a separate document showing the instructor's approval.

3. Timetable

Date	Event	Time	Notification method/location
March 1 (MON)	Announcement of academic results	10:00	MyWaseda
March 10 (WED) - March 16 (TUE)	Application form submission period	Physical form must be submitted when the office is open; email submission can be done any time	SPSE office, or by email

4. Notes

- ◆ The procedure is completed when the application form is submitted.
- ◆ Please confirm that the course has been registered at the time of course registration.
- ◆ You may not withdraw your application. Please consider carefully when applying.

END

March 2021

The School of Political Science and Economics