

Exchange & DDP Students

Course Registration Guide 2026 Spring Semester

School of Political Science and Economics,
Waseda University

Support Anywhere

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Support Anywhere is designed to help WASEDA students get the information they need online Anytime, Anywhere.

For example, you will find information about course registration, such as below!

What should I be aware of when registering for courses?
How do I register for courses using the Web Course Registration system?
Where can I ask for help with course registration?
What are University-wide Open Courses?
How are they different from Courses Offered at Other Undergraduate Schools?
Why is there an error in my course registration?
I want to know about Minor Programs! Etc...

※ For details regarding the courses and curriculum for each school or center, please refer to the course registration documents (study guides, course registration guides, course lists, etc.) provided by the respective school or center.

On Support Anywhere you will find information on...

**#Course Registration #Tuition and Scholarships #Grades #Facility
#Campus Life**

...and more!



Try searching for the information you want to know on first on Support Anywhere, and if you still can't find a solution, please contact us/book an appointment to visit us.

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➤ URL: https://wnspt.waseda.jp/student_en/supportanywhere/

2026 Spring Semester Schedule

Following dates are subject to change. All changes will be announced on the website of the School of Political Science and Economics.

Event	Date
Course Registration Periods (for Spring semester)	Please check p.4.
Spring Quarter Class Period	April 11 (Sat.) – June 3 (Wed.)
Summer Quarter Class Period	June 4 (Thur.) – July 22 (Wed.)
National Holidays (Classes will be held)	April 29 (Wed.), July 20 (Mon.)
University's closing period (no classes)	May 2 (Sat.) - May 6 (Wed.)
Absentee Examination for Spring Quarter Courses	June 11 (Thur.)-June 12 (Fri.)
Announcement of Spring examination schedule	June 17 (Wed.)
In-class examination period	July 16 (Thur.) – July 22 (Wed.)
Examination period (for specific classes only)	July 23 (Thur.) – July 29 (Wed.)
Summer Recess	July 30 (Thur.) - September 20 (Sun.)
Absentee Examination for Summer Quarter and Spring Semester Courses	August 4 (Tue.) and 5 (Wed.)
Announcement of academic results (including the absentee examination scores)	September 1 (Tue.)

Schedule of other schools may differ from that of SPSE. Please be sure to check the schedule when registering for the courses offered by other schools.

For Your Reference: Waseda Class Timetable

Period	Timetable
Period 1	8:50~10:30
Period 2	10:40~12:20
Period 3	13:10~14:50
Period 4	15:05~16:45
Period 5	17:00~18:40
Period 6	18:55~20:35
Period 7	20:45~21:35

Important Notices from SPSE Office

✔Waseda ID and Initial Password required.

Waseda ID is the most important ID with which students can access such services as Waseda Mail, the Course Registration System, and the learning management system, Waseda Moodle.

✔Understand the course registration rules by the time the registration period begins.

Please read this booklet thoroughly. Unless you understand the course registration rules when you register for courses, there may be cases where you cannot enroll in your desired classes because of procedural failures.

✔Check the latest information.

For the latest information regarding course registration, check MyWaseda and the SPSE website regularly.

SPSE Website (course registration) <https://www.waseda.jp/fpse/pse/en/students/enrollment/>

✔Check the registration periods (registration, category changes, dropping courses).

Course registration, category changes and dropping courses after the designated registration period will NOT be accepted under any circumstances. Make sure of the designated periods.

✔Confirm your registration results.

The results of course registration will be shown on your Web registration page. You must check your results by yourself.

✔Carry your student ID card at all times.

You will be asked to present your student ID card when taking any actions at the Office. You are also required to present your student ID when taking examinations.

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Consultation about curriculum

If you have any questions about course registration, please feel free to ask at the SPSE Administrative Office (10F, Building No. 3).

【Office Hours】

Mon.-Fri. 10 a.m. to 4 p.m.

*The Admin Office is open on even National Holydays if classes are held on those days.

Web Course Registration

You can make inquiries through "Inquiry Form" in "Grade & Course Registration" page. You can access this page from the MyWaseda login screen, (You can send inquiry anytime, however, you may receive the reply on the next day or later depending on the inquiry.).

Waseda ID

If you have any problems or inquiries about Waseda ID, ask at the Portal office. (1F, Building No.7)

【Office Hours】

Monday to Friday, 8:40~20:00

*Close at 18:00 when no classes

Saturday, 8:40~16:00

*Closed when no classes



Course registration Dates: Spring Semester



Following dates are subject to change. All changes will be announced on the SPSE website.

***Starting from AY2026, the deadline for course registration on the final day of each registration period will be 16:00.**

Please make sure to complete your course registration in advance.

Registration Type	Registrable Courses	Registration Period *Not available every day between 2:00 - 7:00		Result Announcement Date *The result will be available on the Web Course Registration System
First Course Registration (*1)	Courses offered by School of Political Science and Economics (SPSE) ◇Courses offered by Global Education Center (GEC) ◇Courses offered by Center for Japanese Language (CJL) ◇Courses offered by Center for International Education (CIE) ◇Teacher Training Courses ◇Open Courses offered by other undergraduate schools	Current Students	9:00 March 17 (Tue.) ~ 16:00 March 19 (Thur.)	From 7:00 April 7 (Mon.) ◇Available Course Lists for Second Course Registration will be uploaded on the Website
		Students Entering in April 2026	9:00 AM March 31 (Tue.) ~ 16:00 April 2 (Thur.)	
Second Course Registration (*1)	◇Courses offered by SPSE ◇Courses offered by GEC ◇Courses offered by CJL ◇Courses offered by CIE ◇Teacher Training Courses	9:00 AM April 7 (Tue.) ~ 16:00 April 8 (Wed.)		From 7:00 April 11 (Sat.) ◇Available Course Lists for Third Course Registration will be uploaded on the Website
Start of Spring Semester : April 11 (Sat.) *Be sure to attend all the courses that you are planning to register during the Third Course Registration Period. (*5)				
Third Course Registration (*1)	◇Courses offered by SPSE ◇Courses offered by GEC ◇Courses offered by CJL ◇Courses offered by CIE ◇Teacher Training Courses ◇Courses offered by other undergraduate schools (*3)	9:00 AM April 17 (Fri.) ~ 16:00 April 18 (Sat.)		From 7:00 April 22 (Wed.)
Course Category Changes (*2)	◇Courses offered by SPSE ◇Courses offered by other undergraduate schools			
Course Dropping	◇Courses offered by SPSE ◇Courses offered by CJL (*4) ◇Courses offered by other undergraduate schools (except for some courses)			

From AY2025, we have eliminated the "Web Course Registration Daily Mail", that notified students of the previous day's their web registration information.

*1. Course categories for courses offered by other schools can be selected.

*2. Course categories for courses offered by other schools can be selected. Also, course categories for courses offered by other schools, which you have already registered, can be changed. For details, please refer to the Course Registration Guide.

*3 With regard to courses offered by School of International Liberal Studies, only one course can be registered.

*4. Courses offered by CJL can be dropped during the second registration period, as well.

*5. Students will be able to access the course information and other features on Waseda Moodle for the courses they have registered for during the 3rd course registration period on following day after the conclusion of that period, so students might not attend 1st (and 2nd) classes of online courses. Please note that provisional registration on Waseda Moodle, prior to the announcement of course registration results, does not mean that your registration is finalized. Courses with registration errors or that are over enrolled will be cancelled from Waseda Moodle after course registration results are announced. First, please do not miss out on the 1st and the 2nd course registration periods.

0. Changes to Course Registration Rules from AY2026

Below are the most significant changes to Course Registration Rules from AY 2026. For details, please refer to the relevant pages. For other changes not listed on this page, please be sure to check the other guidelines and announcements from SPSE as needed.

① **Change in Course Registration Period Deadline (P4)**

Starting from AY2026, the deadline for course registration on the final day of each registration period will be 16:00. Please make sure to complete your course registration in advance. Course registration after the designated registration period will NOT be accepted under any circumstances



1. Course Registration Timeline

Point of Course Registration

① Plan your course registration

When registering for courses, please consider what courses you wish to register for by referring the materials below. Please review your current credits status, the courses and credits required for graduation, and the fields you wish to study when planning your registration for this semester.

Document	Content	URL
Course Registration Guide	Information of the Schedule, Rule and Note of the Course Registration etc.	Course Registration – School of Political Science and Economics, Waseda University
School Study Guide	Information of the Required for Graduation and Curriculum etc. ※Please refer to the document for your enrollment year	School Study Guide – School of Political Science and Economics, Waseda University
Course List	The Course Lists offered by SPSE for that academic year	Lectures, Cancellations, Makeup Classes and Classroom Changes – School of Political Science and Economics, Waseda University
Web Syllabus	Information of the Course Outline, Evaluation, Term/Day/Period, Classroom etc.	Syllabus Search – Syllabus Search
Course Registration Guide (University-wide Open Course)	The Guideline of the Courses offered by other Schools	Course Registration Guide for Undergraduate Students – Global Education Center (GEC)

② Access the Web course registration system

Access the Web Course Registration System via the “Grade Inquiry/Course Registration Only” button in the lower left corner of the MyWaseda login screen.

All course registration-related operations including course registration, dropping, category changes, and result confirmation are performed on this page. Please refer to the following page for specific operation instructions.

[02_Course Registration Procedure – Support Anywhere](#)

Course Registration Timeline

*For the course registration schedule for AY 2026 Spring semester, please see P4.

[Only for students entering this semester] Acquisition of Waseda ID

Obtain your personal Waseda ID. The initial ID and Password will be notified by the SPSE Admin Office.

[Voluntary]CJL Level Check Test

CJL Level Check Test is a web-based test used to determine your Japanese proficiency level (according to Waseda standards). It is highly recommended that you take the test if you wish to register for Japanese language courses offered by the Center for Japanese Language. For more details, please refer to the brochure "Registration Guidebook & Syllabus" issued by CJL. Note that students are able to register up to 8 credits of Japanese Language courses per semester and 32 credits of them until graduation.

First Course Registration Period

After designing their own schedules and study plans, students need to register for courses during the designated period. In addition to this semester courses offered by SPSE, it is also possible to register courses offered by GEC and CJL and open courses offered by other schools. Please choose courses carefully depending on your progress in your study. Be sure to check the results of course registration, which students will be shown on their course registration system by the time the second course registration begins.

Second Course Registration Period

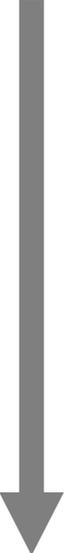
If course registration is not completed during the first registration period, students can register courses during the second registration period. Courses that can be added during this period are those that have vacancies after the first registration period. The "Available Course List" for the second registration period will be posted on the SPSE website before the second registration period begins. Note that only CJL courses can be dropped during this period; no other courses are allowed to be dropped. Be sure to check the results of course registration, which students will be shown on their course registration system by the date Fall-semester classes begin.

Third Course Registration Period

If the course registration is not completed during the second registration period, students can register for courses during the third registration period.

- 💡 The Spring semester class period will start before the third course registration period. Please attend classes of courses you would register for, even if the registration has not yet been decided.
- 💡 Yes. Be sure to attend all the courses that you are planning to register for. Afterwards, confirm the registration results on your Web registration page. Students will be able to access the course information and other features on Waseda Moodle for the courses they have registered for during the 3rd course registration period on the following day after the conclusion of that period. Therefore, students might not be able to attend 1st (and 2nd) classes of online courses. First, please do not miss out on the 1st and the 2nd course registration periods.

*Please note that provisional registration on Waseda Moodle, prior to the announcement of course registration results, does not mean that your registration is finalized. Courses with registration errors or that are over enrolled will be cancelled from Waseda Moodle after course registration results are announced.



Courses that can be added during this period are those that have vacancies after the second registration period. The “Available Course List” for the third registration period will be posted on the SPSE website before the third registration period begins. Students are also able to drop courses that have been registered. Students will be notified of the results on their course registration system by the designated period.

During the Third Course Registration period, almost all of the courses can be dropped, and the categories of the courses offered by other departments can be changed. Students can check the results on their course registration announcement day.



If you have registered for courses that require audit/course enrollment fees during the registration periods, it will be necessary to make a payment within the specified period. Details will be sent by e-mail individually. Also, refer to the following website.
URL: <https://www.waseda.jp/inst/gec/en/undergraduate/registration/>



2. Explanations of Terminology

Terminology	Explanation
Course Registration	In principle, students design their own schedules in order to graduate. Students must decide which courses to take and attend classes by themselves. Course registration is therefore an essential procedure for all students to design their study.
MyWaseda	MyWaseda is a portal site for various services offered by Waseda University. With MyWaseda, students can use services necessary for campus life, such as checking announcements from the university, using Waseda Mail, registering for courses online, and accessing the learning management system called Waseda Moodle.
Waseda Moodle	This is a learning management system where students can submit their essays, contact instructors individually, etc. As instructions regarding courses may be given through it, make sure to check it frequently. It can be found on the left side menu at the top page of MyWaseda.
Error	During course registration, an error occurs when students violate the rules prescribed by the School. Refer to page 12 for more details.
Class Modality Category	Class Modality Category indicates whether the method of delivery for each class is on-campus, on-demand or real-time streaming. The types and meanings of Class Modality Category and the category of each course can be checked on Web Syllabus Search System.
Seminars	Seminars are often conducted in smaller-sized classes, where lively interactions with professors and peers are expected. *Exchange students cannot register for "Basic Seminar" and "Advanced Seminar." *Double degree students cannot register for "Basic Seminar."
Semester courses	Courses held once a week for two credits or twice a week for four credits, respectively, during a semester.
Quarter courses	Courses held once or twice a week during a quarter (either half of the spring/fall semester: spring quarter and summer quarter / fall quarter and winter quarter, respectively).
Summer Intensive (Winter Intensive, Spring Intensive)	Collective name for the period during which classes are held in an intensive manner during summer vacation (or winter/spring vacation). If you wish to take these courses, you will need to check the class schedule yourself to make sure they do not interfere with your other course schedule since these courses will not be automatically checked for errors when there is duplicated registration.
Course list	The course list provides course information, including dates, periods, and credits. The latest information will be provided on the SPSE website. See the Web Syllabus for details of each course.
Reenroll	Refers to students re-registering and re-enrolling in course that they did not pass in previous semesters.
Audit/Course Enrollment Fees	Some courses—often courses involving fieldwork—require payment of audit/course enrollment fees. If not paid by the deadline, registrations for the courses are cancelled automatically.
Lottery system	If the number of students who wish to register exceeds the prescribed quota, permission to register will be decided by lottery.
Prerequisite course	A course for which students must have acquired the credits by the previous semester in order to enroll in a subsequent course.
Capacity	Maximum number of students that can be allocated to a course depending on the nature of the course and the size of the classroom.
Other departments	Refers to the departments outside SPSE, such as other Schools, Graduate Schools, or Centers. Example: School of International Liberal Studies, Global Education Center, etc.
Available course list	This list shows the courses that are still open for registration and the number of seats remaining for each course. It will be uploaded to the SPSE website after each registration period. For the course lists of other schools/centers, please visit their respective websites.
University-wide offered courses	Courses offered by each school that is open to other school students. *Available for registration during 1st registration period.
Courses offered by Other Schools	Courses offered by other schools that have available course list after the 2nd registration period.
Over enrollment	Each course has its assigned capacity, and if the number of applicants exceeds it, the computer system randomly chooses the students to be registered.



3. Course Registration Rules

Maximum Number of Credits per Semester

The SPSE registration rule does not set a maximum or minimum number of credits per semester that exchange and double degree students must register for. (they need to check their program's requirements with their home university yourself). **However, students are strongly encouraged to take approximately 6 courses (≒ 10 hours) per week unless otherwise specified.** Please make a study plan according to your progress in your study and be careful not to take too many or too few credits.

The number of credits for each course at Waseda University is standardized in accordance with 早稲田大学学則（早稲田大学大学院学則），where one credit is to be comprised of course content that requires 45 hours of study. The number of class hours required per credit, regardless of the teaching method (lecture, seminar, etc.), is to be determined by each undergraduate or graduate school within the range of 15 to 45 hours. The number of class hours of 14 weeks with 1 class period (100 minutes) each week is regarded as 30 hours at the University (15 hours for 7 weeks).

A 2-credit course is to be comprised of course content that requires 90 hours of study. For example, to earn 2 credits in a lecture course (1 class period per week for 14 weeks), in addition to the 30 hours of class time, study outside of class hours is to be comprised of course content that requires approximately 60 hours of study.

Class Modality Category

Class Modality Category indicates whether the method of delivery for each class is on-campus, on-demand or real-time streaming. The types and meanings of Class Modality Category and the category of each course can be checked on Web Syllabus Search System. **Please be sure to attain all necessary information to select your ideal course depending on your studying environment.**

Web Syllabus Search Page: <https://www.wsl.waseda.jp/syllabus/JAA101.php?pLng=en>

Course Name with Symbols

Course names often include symbols such as "A", "I." As these symbols have the following meanings, take sufficient care when registering for such courses. Also, make sure to refer to the web syllabus of each course.

Symbol	Notes
Courses with "A / B"	They are different and can be taken separately and in either order.
Courses with "I / II"	They are related and should be taken in the order of I then II. However, II can be taken even if credits for I are not obtained, as it is not set as a prerequisite in the course registration system.

*For language courses at SPSE and Advanced Seminars, I is a prerequisite for II and credits for I need to be obtained in order to take II. For language courses at SPSE, courses must be taken also in the order of the level.

*"Introduction to Microeconomics" is a prerequisite for "Microeconomics I" and "Introduction to Macroeconomics" is a prerequisite for "Macroeconomics I".

*For preconditions of each course, please refer to the syllabus.

Main Language and Course Title of SPSE Courses

You need to check the "Main Language" of each course on the web syllabus when registering for courses. Even if the course title is written in English, the course may be conducted in Japanese. For SPSE courses, those conducted in English have "[E]" in the course title, while those conducted in Japanese have "[J]" in the course title.

Prohibition on Duplicate Enrollment in Courses

You cannot take courses with the same name. Also, you cannot register for a course with the same name as one for which students have obtained credits up to the previous semester. However, it is possible to register in multiple courses when the themes of the courses differ. Some courses are offered in both Japanese and English with the same contents. If the student has already registered or passed one of the courses (e.g. World literature), students cannot register another course (e.g. 外国文学 [the same course offered in Japanese]).

The list for the courses offered in both Japanese and English is indicated on the SPSE Course list. Courses shown in the same row teach the same content. The number of credits may differ in the Japanese course and English course. Please refer to it from the SPSE Website.

SPSE Website

> For Current Students

> Lectures, Cancellations, Supplementary Classes, Classroom Changes (<https://www.waseda.jp/fpse/pse/en/students/lectures/>)

> About the Courses

> Course List

> SPSE Course List (P1, I.カリキュラム表)

Class Capacity

Waseda course registration is NOT conducted on a first-come, first-served basis. Each course has its assigned capacity, and if the number of applicants exceeds its capacity, the computer system randomly chooses the students to be registered. Although the order of priority differs for each course, the priority of registering for EDP courses comes before JDP students, and vice versa.

Information of "Over Enrollment" results in the First Round

This is the list of courses with more than 10 students whose registration result was "Over enrolled" in the first round of registration in AY2025. Each course has its assigned capacity, and if the number of applicants exceeds it, the computer system randomly chooses the students to be registered. If your registration result became "Over enrolled", you cannot take the class.

URL: [Over Enrollment Result in the period of 1st Course Registration \(AY2025\)](#)

Registering for Foreign Language Courses Offered by SPSE

Foreign language courses run by SPSE cannot be registered through the course registration system. An interview with a professor in charge of the language is required in order to have a student's language proficiency checked. To arrange the interview, students are required to apply through the following application form before course registration begins. In principle, to take those courses, the proficiency of Japanese language is required since those language courses are conducted in Japanese.

Application Form for Foreign Language Courses Offered by SPSE: <https://forms.office.com/r/AmqNrmFjCZ>



Please refer to the following table regarding the deadline and the date to reflect of your application.

Application Period	Date to reflect after screening
March 18 (Tue.) ~ April 3 (Thur.) 5:00 PM	April 7 (Mon.) 7AM
April 3 (Thur.) 5:01 PM ~ April 8 (Tue.) 5:00 PM	April 11 (Fri.) 7AM
April 8 (Tue.) 5:01 PM ~ April 19 (Sat.) 5:00PM	April 24 (Thur.) 7AM

Registering for Microeconomics I / Macroeconomics I / ミクロ経済学 I / マクロ経済学 I

Due to the systematic specifications of the registration system, you cannot register for "Microeconomics I", "Macroeconomics I", "ミクロ経済学 I" and "マクロ経済学 I" through the system. If you would like to register for the courses, please use the following registration form. There are no prerequisites for EX/DDP students to register for these courses; however, please note that these courses are based on the knowledge and skills equivalent to "Introduction to Microeconomics / Macroeconomics" offered by SPSE.

Application form for registration of "Microeconomics I (ミクロ経済学 I)" and "Macroeconomics I (マクロ経済学 I)"

<https://my.waseda.jp/application/detail/application-detail?communityContentLinkId=678291676>



*The application periods are the same with each course registration period (1st~3rd)

*We cannot accept applications outside of these periods.

*The registration will be treated as the registration for each registration period, and there is a possibility that it will not be allowed due to over-enrollment. In addition, you cannot register for a course that has reached the class size limit and has been closed.

Japanese Language Courses offered by the Center for Japanese Language (CJL)

CJL conduct many Japanese language courses, and SPSE EDP students may register for them. For your information, please refer to the CJL webpage and the following announcements.

*Please confirm the column of "Maximum Number of Credits per Semester," p.10.

-CJL webpage: <https://www.waseda.jp/inst/cjl/en/students/registration/>

- [【IMPORTANT】 Regarding the Japanese Language Course Registration](#)

- [Hiragana & Katakana Pre-Study for Beginners in Japanese](#)



4. Course Registration Rules and Important Notes

Rules and Important Notes

There are cases in which students fail to register for courses successfully due to registration errors. If an error occurs, it will show up on the course registration page, preventing students from registering those courses. The following chart describes the major errors that students may encounter. Unless students eliminate the errors, the course registration will not be carried out properly.

Maximum Credits	Maximum number of credits for CJL courses in which students can enroll is 8 credits per semester.
Traveling time	<p>You need to make sure you have sufficient time to move between classes if you register for courses on different campuses.</p> <ul style="list-style-type: none"> ■ Waseda Campus — Toyama Campus or Nishi Waseda Campus* : No interval required <p>*Please check that you can move to the campus in the breaktime (15min).</p> <ul style="list-style-type: none"> ■ Waseda Campus — Higashi Fushimi Campus : 50min ■ Waseda Campus — Tokorozawa Campus : 90min
Duplicate in a day of the week or period	<p>You may not register for multiple courses taking place on the same day and time.</p> <p>*On-demand courses with set days and times are also eligible.</p>

Note on Registration for SILS courses

Students are able to register for more than two SILS courses during the first registration period; **however, only one SILS course can be registered during the third registration period.** Although any error message does not appear on the course registration page when students try to register for more than two SILS courses during the third registration period, there may be cases where you cannot enroll in your desired courses because of procedural failures.



5. Courses Offered by Other Schools

Courses offered by other schools

“Courses offered by other schools” refers to courses offered by department other than the SPSE.

These courses include foundational academic writing, mathematics, data science, information studies, and English courses. They also encompass language courses rarely available outside Waseda University, specialized sports practicums, and human capabilities courses incorporating problem-solving and experiential learning. This allows students to explore fields beyond their major.

While taking these courses is encouraged, please adjust your registration, accordingly, prioritizing the credits required for graduation from the SPSE.

Additionally, compared to courses offered by the Faculty of SPSE, the ‘registration period’ and ‘credit handling’ may differ. Information regarding course administration (including class cancellations and exam details) will be posted on the website of the department offering the course. Please be sure to check the information provided by that department.

*Please also refer to “Registration of University-wide Open Courses for AY2026” on the next page.

① University-Wide Open Courses*

◆ “University-wide Open Courses offered at Undergraduate Schools” refers to courses offered by Other Schools (only designated courses), Global Education Center, Center of International Education, Center of Japanese Language, and Other Universities.

◆ These courses are open to students from all Schools during the first registration.

◆ These courses have the “Open” label on their web syllabus pages.

◆ For the details of application or rules, please refer to the Website of Global Education Center.

<https://www.waseda.jp/inst/gec/en/>

② Courses offered at other undergraduate schools

◆ “Courses offered at other undergraduate school*” are open to students of other Schools only after their own students have registered, if there is still available. For the Available Course Lists, please refer to each Schools Website.

*It may include the University-Wide Open Courses.

◆ The registration period is the third course registration period of Spring/Fall semester. For the schedule, please refer to “Course registration Dates: Spring Semester”.

Registration of University-wide Open Courses for AY2026

- For information about the registration rule and schedule, please refer to the relevant websites or guidebooks.
- Please check the Online Syllabus for course information.
- For the spring registration, courses in the following terms can be registered: Full year, Spring semester, Spring Quarter, Summer Quarter, Summer Intensive, An intensive course(spring), An intensive course (spring /fall), spring semester and summer, Summer and fall semester, and Summer.
- For the fall registration, courses in the following terms can be registered: Fall semester, Fall Quarter, Winter Quarter, Winter Intensive Course, Spring Intensive, An intensive course (fall), and Winter.

Category	Course	Reference	Timing of Registration						Cancelable (*2)	
			Spring Registration			Fall Registration				
			1st	2nd	3rd	1st	2nd	3rd		
University-wide Open Courses	Offered by Global Education Center (GEC)		○	○	○	○	○	○	○ (*3)	
	Web Registration	Academic Writing	•Registration Guide of University-Wide Open Courses •GEC Website (https://www.waseda.jp/inst/gec/)	Twice a week Spring/Fall quarter courses cannot be registered during the 3rd registration period. <e.g.> Tue. 2nd & Fri. 2nd Wed. 4th & Wed. 5th Wed. 2nd & On-demand ※For the list of courses open for the 2nd and 3rd course registration, please refer to the "Available course list" on the GEC Website.						
		Mathematics								
		Data Science								
		Information								
		English*								
		Language								
		Physical Education								
		Natural Science								
		Human and Social Science								
Japanese Applied Linguistics										
Self-competence Development										
	Partner Universities	•University Consortium Manual •GEC Website (https://www.waseda.jp/inst/gec/) >Undergraduate Students >>Courses offered at Other Universities	Please refer to the GEC Website.						×	
	Offered by Center for International Education (CIE)	•Registration Guide of University-Wide Open Courses •CIE Website	○	○	○	○	○	○	○	
	Offered by Schools/ Graduate Schools	•Registration Guide of University-Wide Open Courses •Website of each school	○	—	—	○	—	—	○ (*5)	
	Courses offered at other undergraduate schools	Website of each undergraduate school	—	—	○	—	—	○	-	
	Teacher Qualification and Relevant Qualification Courses	Teacher-training course guide (Issued by Teacher Education Center)	○	○	○	○	○	○	○ (*4)	

*1 The course below is only available in the first registration due to the lesson group arrangement.

- Tutorial English (Spring Semester and Fall Semester)

*2 Indicates whether courses registered during the 1st and the 2nd registration periods can be canceled during the 3rd registration period. Some courses cannot be canceled; please refer to *3~*5 for the details. Courses registered during the 3rd registration period CANNOT be canceled under any circumstances.

*3 The following courses offered by the Global Education Center cannot be canceled.

- 学術的文章の作成, Courses that require audit/course enrollment fees

*4 教育実習演習, 教職実践演習 and 介護体験実習講義 in *Teacher Qualification and Relevant Qualification Courses* cannot be canceled.

*5 In addition to the courses listed in *3 and *4, there are a few other courses that cannot be canceled. Please check the "note" of each course on the Lists of University-wide Open Courses for more information.

Registering courses offered by the School of International Liberal Studies (SILS) at the 3rd registration

- Available course list for the students from other undergraduate schools will be announced on the SILS website (<https://www.waseda.jp/fire/sils/en/students/registration/>). Please make sure to check it prior to the 3rd registration.
 - A student can apply for one course only.** In case two or more courses are applied by a student, only one course chosen randomly by the system will be registered, and the remaining courses will be automatically canceled. Do not register more than two courses.
 - Students need to be at second year or above to apply for an Intermediate course, and at third year or above for an Advanced courses.**
- Although submission of the English test score is not required, the courses are targeted at the students who have a minimum TOEFL ITP score of



6. Payment of Audit / Course Enrollment Fees

When registering for a course that requires Audit/course enrollment fees, it is necessary to make a payment within the specified period. Please check the courses you have registered for require an audit fee and be sure to pay these fees within the designated period. If you fail to submit within the specified period, the courses will be canceled.

Period for payment

Semester	Subject that required payment	Period for payment
Spring	"Tutorial English" which are registered for during 1st registration period	April 8 (Wed) ~ 14 (Tue) 11 : 59 PM
	Courses which are registered for during 1~3 registration period	April 23 (Thur) ~ 27 (Mon) 11 : 59 PM
Fall	"Tutorial English" which are registered for during 1st registration period	September 25 (Fri) ~ October 1 (Thur) 11:59 PM
	Courses which are registered for during 1~3 registration period	October 14 (Wed) ~ 19 (Mon) 11 : 59 PM

* Payments before or after the specified period and refunds will not be accepted under any circumstances.

Payment method and Notes

For details, please refer to Support Anywhere.

[07_Payment of Audit/Course Enrollment Fees – Support Anywhere](#)



7. Dropping Courses

About the dropping courses

During the designated period, it is possible for students to drop courses for which they have successfully registered. Although it is possible for students to drop as many courses as they wish, there will be no opportunities for additional course registration after the third registration period. Once students drop a course, the registered course will no longer be displayed on the Web screen. If students wish to register for a course which conflicts with an already registered course, they must first drop the course in which they are registered, then register for the new course during the same time. Adding/dropping courses after the designated registration period will not be accepted under any circumstances.

Courses and Periods for Dropping

Course Category / Period to Register		1st Registration	2nd Registration	3rd Registration
SPSE Courses		<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Japanese Language Courses Offered by CJL		<input type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>
University-Wide Open Courses	GEC	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
	CIE	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
	Other Schools	<input type="radio"/>	x	<input checked="" type="radio"/> *For list of available courses, please refer to each school/center's Website.

: Add Only : Add & Drop

Note:

- (1) Open courses can be dropped, however there is some exceptions. Please refer to "Registration of University-wide Open Courses for AY2026".
- (2) Required courses registered automatically cannot be dropped.
- (3) GEC Courses that require audit/course enrollment fees cannot be dropped.

Web Operation Method

For details, please refer to Support Anywhere.

[I want to drop the course. – Support Anywhere](#)



8. Q&A



This page compiles common inquiries received during the course registration period.

If you have any difficulties while registering for courses, [please review this first](#).

If you still have questions or cannot find the information you want, please contact the office.

Maximum Number of Credits per Semester

Q. Are there maximum or minimum credits per semester for EXDD students?

A. For the maximum or minimum credits per semester, please refer to p.XX.

Web Syllabus

Q. I can find some courses on the Web Syllabus but cannot search on the Web Course Registration system.

A. There are some cases that cannot be searched as below. Please also refer to the Course Registration Rules and Available Lists.

1) Courses that have already reached capacity or closed for registration cannot be searched on the Web Course Registration system because they are unavailable for registration.

2) If there are changes to the course offering, you cannot search it on the Web system. Please check the following updated or revised information as needed:

Website > For Current Students > Lectures, Cancellations, Supplementary Classes, Classroom Changes > Course List
> "AY20XX (20XX.4-20XX.3) SPSE Course List - Updates / Corrections (Updated: yyyy/mm/dd)"

Course Registration

Q. **Can I register for all courses during the entire registration period?**

A. No, you cannot. After the second registration period, you can only apply for courses listed on the "Available Course List".

Courses not listed on the "Available Course List" (i.e., courses that have reached capacity) cannot be searched for on the web course registration system.

Q. **Some courses that I registered for were "Overenrolled".**

Can I register for the same course/classes again during the next course registration period?

A. No, you cannot. Courses/classes that exceeded capacity and required a lottery system cannot be registered for because course applications are closed. For the next registration period, you can register for courses only listed on the "Available Course List".

Q. **How can I find the "Available Course List"?**

A. It will be uploaded on the SPSE Website on the result announcement date.

SPSE Website > Current Student > Course Registration > Available Course List (Spring/Fall)

*For the "Available Course List" of Other Schools, you can

Q. There is a course that I want to register for during the third registration period. Is it acceptable to attend the class even before I know the registration results?

A. Yes. Be sure to attend all the courses that you are planning to register for. Afterwards, confirm the registration results on your Web registration page. Students will be able to access the course information and other features on Waseda Moodle for the courses they have registered for during the 3rd course registration period on the following day after the conclusion of that period. Therefore, students might not be able to attend 1st (and 2nd) classes of online courses. First, please do not miss out on the 1st and the 2nd course registration periods.

*Please note that provisional registration on Waseda Moodle, prior to the announcement of course registration results, does not mean that your registration is finalized. Courses with registration errors or that are over enrolled will be cancelled from Waseda Moodle after course registration results are announced.

Q. I want to register for Foreign Language Course. May EXDD students are eligible to take these courses?

A. Yes. However, it will be conducted in Japanese. For details, please refer to p.11.

Q. Are there any points to note when registering for courses requiring an Audit / Course Enrollment Fees?

A. Please check the "period for payment" and "Payment method and Notes" beforehand.

Q. Are there any changes to the class schedule?

A. Changes may occur. In addition to schedule changes, some courses may be canceled and not conducted.

For courses with changes from the information listed in the Course List, details are uploaded on the SPSE Website.

https://www.waseda.jp/fpse/pse/en/students/lectures/#anc_1

For Current Student > Lectures, Cancellations, Supplementary Classes, Classroom Changes > About the Courses > Course List

Courses offered by Other Schools

Q. I would like to know the difference between "University-wide Open Courses offered at Undergraduate Schools" and "Courses offered at other undergraduate school"

A. Both are included in the Courses offered by Other Schools. "Courses offered at other undergraduate school" are open to students at other Schools only after their own students have registered, if there is still room. On the other hand, "University-wide Open Courses offered at Undergraduate Schools" are open to students at other Schools from the first registration.

Q. Can I drop the courses offered by other schools?

A. Yes. You can drop the courses (except some courses) offered by other schools. For details, please refer to p. 17.

Q. How can I find the class for courses offered by other schools.

A. Please check the classroom on Web Syllable or on the Website of other schools.

Other

Q. Are courses taken for "Voluntary" included in the GPA calculation?

A. No. Only courses credits "Counted Toward" are included in the GPA calculation.