

APPENDIX 1

IPSE GRADUATE SCHOOL STUDENTS (DOCTRAL PROGRAM): COURSE REGISTRATION SCHEDULE FOR SPRING SEMESTER 2018

The credit system will be established for newly admitted doctoral students in and after 2017 in Graduate School of Fundamental Science and Engineering, Graduate School of Creative Science and Engineering, and Graduate School of Advanced Science and Engineering, with some exceptions. By starting this system, doctral students required course registration via MyWaseda according to your enrollment year's handbook. Required course is different depending on your department.Students who enroll in 2017 must read and register according to your enrollment year's HANDBOOK or "Supplementary Handbook about Credit System for Doctoral Students of International Program in Science and Engineering Waseda University". **Current students who enrolled in before 2016 are not applicable this credit system but you can register CJL or GEC course same as before.**

	Date and Time	Registration Via	Global Education Center (GEC)	Courses offered by Center for Japanese Language (CJL) Note: You can register up to 8 credits for Japanese Language Courses(CJL).This change will start from Spring semster 2017. This change is only for CJL courses. * the registration schedules for CJL courses are <u>completely different</u> from ones for courses provided by G.S.s of FSE	Course Cancellation	Announcement days of Registration Results
1st course registration period	From Apr. 2 (Mon.) 9:00 through Apr. 3 (Tue.) 17:00 <i><u>*Not available from 2:00 to 8:00 everyday due to maintenance</u></i>	Web (MyWaseda)	From Mar.30(Fri) 9:00 through Apr.3(Tue)	From Mar.30(Fri) 9:00 through Apr.3(Tue) * If applicants exceed course quota, automatic drawings will be conducted. As a result your registration application may be rejected. * For more details on courses available to registration and related information, please refer to website of CJL: http://www.waseda.jp/cjl/en/index.html	WITHIN 1st course registration period, you can cancel courses for which you have done registration procedures in this period (i.e., courses with "Registration submitted "status) (except for ones automatically registered by university). *You cannot cancel Global Education Center (GEC) course.	Available within Apr.6 (Fri.) on "Course Registration "screen on MyWaseda
2nd course registration period	From Apr.6 (Fri.) 9:00 through Apr.7 (Sat.) 17:00 <i><u>*Not available from 2:00 to 8:00 everyday due to maintenance</u></i>	Web (MyWaseda)	From Apr.6 (Fri.) 9:00 through Apr.7 (Sat.) 17:00 via Web (MyWaseda)	From Apr.6 (Fri.) 9:00 through Apr.7 (Sat.) 17:00 via Web (MyWaseda) * If applicants exceed course quota, automatic drawings will be conducted. As a result your registration application may be rejected. * For more details on courses available to registration and related information, please refer to website of CJL: http://www.waseda.jp/cjl/en/index.html	WITHIN 2nd course registration period, you can cancel: (1) courses for which you have done registration procedures in this period (i.e., courses with "Registration submitted "status) (except for ones automatically registered by university), (2) courses which are provided by 3 G.S.s (Fundamental, Creative, and Advanced) of FSE and CJL and have been confirmed "Registered "on 1st Announcement day. *You cannot cancel Global Education Center (GEC) course.	Available within Apr.11 (Wed.) on "Course Registration "screen on MyWaseda
3rd (final) course registration period	From Apr.12 (Thur.) 9:00 through Apr.13 (Fri.) 17:00 <i><u>*Not available from 2:00 to 8:00 everyday due to maintenance</u></i>	Web (MyWaseda)	From Apr.12 (Thur.) 9:00 through Apr.13 (Fri.) 17:00 via Web (MyWaseda)	From Apr.12 (Thur.) 9:00 through Apr.13(Fri.) 17:00 via Web (MyWaseda) * If applicants exceed course quota, automatic drawings will be conducted. As a result your registration application may be rejected. * For more details on courses available to registration and related information, please refer to website of CJL: http://www.waseda.jp/cjl/en/index.html * You may have to pay separate fees when taking CJL courses. For more details about whether you have to, please contact CJL office. If you have to pay them, you need to complete the payment with a special transfer form you have to collect at CJL office within a specific period. For more details, please refer to CJL web or contact CJL office.	WITHIN 3rd course registration period, you can cancel: (1) courses for which you have done registration procedures in this period (i.e., courses with "Registration submitted "status) (except for ones automatically registered by university), (2) courses which are provided by 3 G.S.s of FSE and CJL and have been confirmed "Registered "on 1st / 2nd Announcement day. * After this 3rd period, you CANNOT change registration status of any course. *You cannot cancel Global Education Center (GEC) course.	Available within Apr.17 (Tue.) on "Course Registration "screen on MyWaseda

Note : Application for taking Master’s courses can be accepted from Apr.17 (Tue.) 9:00 through Apr.18 (Wed) via special form (you can download from WEB). This registration is allowed only when your thesis supervisor approve it because taking them will be expected to be useful for for you from educational viewpoints.