

# APPENDIX 1

## EXCHANGE STUDENTS (UNDERGRADUATE PROGRAM) : COURSE REGISTRATION SCHEDULE IN FALL SEMESTER 2020

| Date and Time                          | Registration Via  | Courses to be Registered  |  |   | Course Cancellation   | Announcement Days of Registration Results<br><br>(* days on which you must check by yourself if courses are officially confirmed "Registered.")   |   |
|--|---|---|--|---|---|---|---|
|  |   | IPSE Group A1 Courses by Schools of Fundamental, Creative, Advanced Sci. & Eng. in Faculty of Sci. & Eng. (FSE).<br><br>(Multidisciplinary Studies) | IPSE Group C Courses by Schools of Fundamental, Creative, Advanced Sci. & Eng. in Faculty of Sci. & Eng. (FSE).<br><br>(Specialized courses)   | Courses offered by bodies OUTSIDE of FSE Centre for Japanese Language (CJL) Global Education Centre (GEC)<br><br>* You may have to pay separate fees depending on your status 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. |   |   |   |
| 1st course registration period         | NEW STUDENT and CURRENT STUDENT:<br>Sep. 16 (Wed.) 9:00 - Sep. 18 (Fri.) 17:00<br><br><i>*Not available from 2:00 to 8:00 everyday due to maintenance</i> | Web (MyWaseda)  | Possible<br><br>Fall semester courses and courses opens for exchange students.<br><br>Where the numbers of applicants for some courses exceeded their quotas drawings /lotteries are automatically & randomly performed by the university, as a result of which your registration application may be rejected. | Possible<br><br>Fall semester courses opens for exchange students. The courses must be chosen from those offered by the Department you are to enroll in and your department's course list. Any courses related to graduation work (including graduation theses) or laboratory work/experiments are not available.   | NEW STUDENT and CURRENT STUDENT:<br>Sep. 16 (Wed.) 9:00 - Sep. 18 (Fri.) 17:00<br><br>For more details on courses available to registration and related information, please refer to websites of them and relevant syllabi.<br><br>Where the numbers of applicants for some courses exceeded their quotas drawings /lotteries are automatically & randomly performed by the university, as a result of which your registration application may be rejected. | Within this period, you can cancel courses for which you have done registration procedures in this period (i.e., courses with "Registration submitted" status)  | Sep. 24 (Thur.)<br>on "Course Registration" screen on MyWaseda  |
| 2nd course registration period         | Sep. 25 (Fri.) 9:00 - Sep. 26 (Sat.) 17:00<br><br><i>*Not available from 2:00 to 8:00 everyday due to maintenance</i>                                     | Web (MyWaseda)  | Possible<br><br>Fall semester courses and courses opens for exchange students.<br><br>Where the numbers of applicants for some courses exceeded their quotas drawings /lotteries are automatically & randomly performed by the university, as a result of which your registration application may be rejected. | Possible<br><br>Fall semester courses opens for exchange students. The courses must be chosen from those offered by the Department you are to enroll in and your department's course list. Any courses related to graduation work (including graduation theses) or laboratory work/experiments are not available.   | Sep. 25 (Fri.) 9:00 - Sep. 26 (Sat.) 17:00<br><br>For more details on courses available to registration and related information, please refer to websites of them and relevant syllabi<br><br>Where the numbers of applicants for some courses exceeded their quotas drawings /lotteries are automatically & randomly performed by the university, as a result of which your registration application may be rejected.                                      | Within this period, you can cancel:<br><br>(1) courses for which you have done registration procedures in this period (i.e., courses with "Registration submitted" status),<br><br>(2) courses offered by Schools of Fundamental, Creative, or Advanced Sci. & Eng. and by Center for Japanese Language (CJL) which have been confirmed "Registered" on 1st Announcement day.<br><br>* You CANNOT cancel courses offered by Global Education Center (GEC) which have already been confirmed "Registered" on 1st Announcement day.   | Sep. 30 (Wed.)<br>on "Course Registration" screen on MyWaseda   |
| 3rd (final) course registration period | Oct. 1 (Thur.) 9:00 - Oct. 2 (Fri.) 17:00<br><br><i>*Not available from 2:00 to 8:00 everyday due to maintenance</i>                                      | Web (MyWaseda)  | Possible<br><br>Fall semester courses and courses opens for exchange students.<br><br>Where the numbers of applicants for some courses exceeded their quotas drawings /lotteries are automatically & randomly performed by the university, as a result of which your registration application may be rejected. | Possible<br><br>Fall semester courses opens for exchange students. The courses must be chosen from those offered by the Department you are to enroll in and your department's course list. Any courses related to graduation work (including graduation theses) or laboratory work/experiments are not available.   | Oct. 1 (Thur.) 9:00 - Oct. 2 (Fri.) 17:00<br><br>For details on courses available to registration and related information, please refer to websites of them and relevant syllabi.<br><br>Where the numbers of applicants for some courses exceeded their quotas drawings /lotteries are automatically & randomly performed by the university, as a result of which your registration application may be rejected.   | WITHIN this period, you can cancel:<br><br>(1) courses for which you have done registration procedures in this period (i.e., courses with "Registration submitted" status),<br><br>(2) courses provided by Schools of Fundamental, Creative, or Advanced Sci. & Eng. and by CJL which have been confirmed "Registered" on 1st / 2nd Announcement day.<br><br>* You CANNOT cancel courses offered by GEC which have been confirmed "Registered" on 1st / 2nd Announcement day.<br><br>* After the end of this period, you CANNOT change registration status (i.e., you cannot drop / add courses). | Oct. 6 (Tue.)<br>on "Course Registration" screen on MyWaseda<br><br>The results released on this day are FINAL. |