

English-based Degree Program [EBSE]

Master's Program (Regular Students)

Brief Explanation on Course Registration Fall 2020

Credit system

1. You need to earn a specific number of "credits" of relevant courses for graduation of your Master's program.
2. 30 credits in total to be earned from Lecture courses and Seminar courses combined.
 - * If you are affiliated with Dept. of Computer Sci. & Communications Eng., credits of Special lab courses are included in the said 30 credits.
3. There are basically 5 course categories:
 - Master's thesis (registered by the university)
 - Research guidance (registered by the university)
 - Lecture courses (register by yourself)
 - Special Lab (only Dept. of Computer Sci. & Communications Eng. [register by yourself])
 - Seminar courses (register by yourself)
4. Credits can be earned when you register courses and fulfill all requirements set by lecturers in charge (e.g., class attendance, submission of reports, assignments, passing exams, and so on).
5. You must consult with & obtain consent in advance from your academic supervisor (in charge of your Master's thesis & Research guidance) about what courses to register for this semester.

Course registration

1. For earning credits, you firstly need to REGISTER courses using course registration system on, "MyWaseda", a university online system to provide you with academic services, which can be accessed via Internet.
2. You have two course registration periods in each AY: One in Spring semester and the other is in Fall semester, and each semester's registration period is divided into some periods, 1st, 2nd, and 3rd (last).

Course registration period

1. Refer to Appendix 1.

Complete registration procedures early round. Avoid doing registration procedures just before / near to the closing time on the last day of each registration period, because web traffic can be very congested and you can have difficulties obtaining smooth access to the web. Try to do them in earlier part of the registration periods.

*The registration system is not available from 2:00am to 8:00am everyday due to maintenance!!

2. Two course registration periods in each AY:

* Fall semester registration period

* Spring semester registration period

Do not forget your registration in **upcoming next semester**.

Courses cannot be registered outside the designated period. Request to add or drop courses after the course registration period will not be accepted for any reason.

Course semester	Course registration period
Spring course and full year course	Spring course registration period
Fall course	Spring and fall course registration period

Seminars

Among the 30 credits required for the degree, 12 credits must be earned from seminar courses. Each academic year, you must take the seminar courses provided by your supervisor. If more than 12 credits of seminar courses are taken, credits in excess of 12 are not counted toward the number of credits required for the degree.

YEAR	FALL	SPRING
1st	Seminar B	Seminar A
2nd	Seminar D	Seminar C

Registration order *There are exceptions depending on department.

Research Ethics for Graduate School of Advanced Science and Engineering

Students are required to take a course on research ethics prescribed by the Graduate School of Advanced Science and Engineering. When they submit their master's thesis, they are required to indicate that they have fulfilled this requirement. Refer HANDBOOK 2020 and ask supervisor.

Japanese Language Courses

Students can register Japanese Language Course which offered by Center for Japanese Language. Course Registration is not on a "First come, First served" basis. If the number of applicants exceeds the capacity of each class, the computer system will randomly make the selection. If you are not selected, "Over-Enrolled" will be displayed on your result screen (MyWaseda). You may drop your registered courses during 2nd or 3rd registration period, but please carefully consider whether to drop or not. Even though you want to register other course, "Over-Enrolled" happen more in 2nd or 3rd registration period than 1st registration period. CJL course will not be counted for graduation. Students are able to take up to 8 credits of per semester.

Course Registration Materials

1) Handbook

★ 1st document you should refer to in order to know:

- * general information about courses
- * course structure
- * details on each course categories
- * details on courses by each Dept.
- * information related to student life

※ You always have to refer to your enrollment year's Handbook

2) Syllabus Search

>> Please access: Syllabus Search

*Students can find this syllabus Search URL easily from our TOP page. The Syllabus Search system enables you to access basic information on courses.

e.g., timetables, semester, day, period of classes, instructors, classroom, overviews & structures of classes, textbooks & reference books, information about exams, grades, etc.

3) Course Registration Guide

- ★ Comprehensive guide for registration procedures & related information.
 - * All technical aspects of course registration procedures on MyWaseda
 - * Course registration schedules (Appendix 1)
 - * Important information you must grasp in registering courses of each course Group
- ※ Students are requested to read all pages of this Guide.

4) Course Registration Web site

<https://www.waseda.jp/fsci/en/students/registration/> > All Graduate Students (Master)

Inquiry

If you have difficulties or question concerning course registration, you can inquire

1. Inquirer form released on MyWaseda
2. Ask your supervisor

*In order to ensure a fair distribution of information and to avoid trouble, any inquiries of course registration by phone cannot be accepted.