

# APPENDIX 1

## EXCHANGE STUDENTS (MASTER'S PROGRAM) :

### COURSE REGISTRATION SCHEDULE IN SPRING SEMESTER 2021

Courses offered by Graduate Schools of Fundamental, Creative, and Advanced Sci. & Eng. at FSE				Courses offered by Graduate Schools and Centers OUTSIDE of FSE			
How to register for course offered by Graduate Schools of Fundamental, Creative, and Advanced Sci. & Eng. at Faculty of Sci. & Eng. (FSE)	Registration deadline	Lecture courses, Seminar courses offered by department which you affiliate with.	Announcement days of Registration Results in FSE	Courses offered by Graduate Schools OUTSIDE of FSE	Courses offered by Centre for Japanese Language (CJL)  * the registration schedules for CJL courses are <u>different</u> from Graduate Schools of Fundamental, Creative, and Advanced Sci. & Eng. at FSE  * You may <b>have to pay separate fees</b> 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.	Courses Cancellation for CJL	Announcement days of Registration Results in CJL
<b>Web application form</b>  * Link for web application form for course registration are available on the website below. <a href="https://www.waseda.jp/fsci/en/students/registration/#anc_12">https://www.waseda.jp/fsci/en/students/registration/#anc_12</a> > Exchange Students (Graduate/Master's program)	<b>Mar. 30 17:00 p.m. (Japan Standard Time)</b>	Possible  Spring semester courses only and <b>the courses must be chosen from those offered by the Department you are to enroll in (affiliate with).</b>	<b>Apr. 3 (Sat.)</b> on "Course Registration" screen on MyWaseda	Not Possible	<b>【1st course registration period】</b> <b>Mar. 29 (Mon.) 9:00</b> <b>- Mar.31 (Wed.) 17:00 via web (MyWaseda)</b>  <u>*Not available from 2:00 to 8:00 everyday due to maintenance.</u>  <b>* If applicants exceed course quota, automatic drawings will be conducted. As a result your registration application may be rejected.</b>  * For more details on courses available to registration and related information, please refer to website of CJL: <a href="http://www.waseda.jp/cjl/en/index.html">http://www.waseda.jp/cjl/en/index.html</a>	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)	<b>Apr. 3 (Sat.)</b> on "Course Registration" screen on MyWaseda
				Not Possible	<b>【2nd course registration period】</b> <b>Apr. 5 (Mon.) 9:00</b> <b>- Apr.6 (Tue.) 17:00 via web (MyWaseda)</b>  <u>*Not available from 2:00 to 8:00 everyday due to maintenance.</u>  <b>* If applicants exceed course quota, automatic drawings will be conducted. As a result your registration application may be rejected.</b>  * For more details on courses available to registration and related information, please refer to website of CJL: <a href="http://www.waseda.jp/cjl/en/index.html">http://www.waseda.jp/cjl/en/index.html</a>	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)  (2) courses which are provided by CJL and have been confirmed "Registered" on 1st Announcement day.	<b>Apr. 9 (Fri.)</b> on "Course Registration" screen on MyWaseda
				Not Possible	<b>【3rd course registration period】</b> <b>Apr.9 (Fri.) 9:00</b> <b>- Apr.10 (Sat.) 17:00 via web (MyWaseda)</b>  <u>*Not available from 2:00 to 8:00 everyday due to maintenance.</u>  <b>* If applicants exceed course quota, automatic drawings will be conducted. As a result your registration application may be rejected.</b>  * For more details on courses available to registration and related information, please refer to website of CJL: <a href="http://www.waseda.jp/cjl/en/index.html">http://www.waseda.jp/cjl/en/index.html</a>	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)  (2) courses which are provided by CJL and have been confirmed "Registered" on 1st / 2nd Announcement day.  * After this 3rd period, you CANNOT change registration status of any course.	<b>Apr. 14 (Wed.)</b> on "Course Registration" screen on MyWaseda  The results released on this day are FINAL.

#### 【Important notes for attending online courses】

\* If the course is taught online, you need to complete course registration first to attend the course. It would not be possible to attend courses as a trial without registration like face-to-face classes. Please select and register courses based on syllabus and information provided by faculty in charge.

\* Faculty of Science and Engineering decided not to allow students to take the overlapping class as same as the AY2020 for the following reasons.

①Initially scheduled online course might be conducted In-Person, depending on current circumstances and based on the student's agreement.

②We will conduct a certain number of online courses in Realtime streaming to enhance the content of the class.

\* In order to allow students to participate in online classes as soon as possible, if you register for an online course during the 2nd and 3rd registration periods, those courses will be temporarily registered in Waseda Moodle from the day after each registration period. However, this does not mean that the courses you have applied for are guaranteed to be "registered". Please confirm the registration results of each course on the announcement day.