The Process from Receipt of the Doctoral Dissertation through Notification of Results

Degree Applicant

Submit the Oath of Academic Integrity before entering IPS
Take the course of Research Ethic

Ascertainment of supervisor's suitability
Taking the guidance of research ethic
Determination of sub-supervisor
Supervision and record the research

Write Original Plan
- ＊Dissertation (manuscript OK)
- ＊Abstract of doctoral dissertation (②)
- ＊Curriculum Vitae (③)
- ＊Research achievements/publications (④)
- ＊Copies of published thesis
- ＊Degree application (⑥)
- ＊Request for early completion (⑦)

(early completion applicants only)

Research Supervisor

Plagearism Check

When the research supervisor for a non-program applicant has not been decided, submit to the Head Proffesor (in the field) meeting through the Dean of IPS

Share the dissertation data via Box, etc. (3 days before the meeting)

Avialable in the Research Field

Research Field Members Meeting

Research achievements check and judgement of convening the pre-examination at Research Field Members Meeting
- ・Report by members of the Dissertation Examination Committee(⑧)
- ・Report on subjects qualifying for examination and the members of the Examining Committee(for a non-program applicant)(⑨)
- ・Request for early conclusion of doctoral prograsm (for early completion applicants only(⑦)
- ・Consideration of plagearism check

Submit to the IPS Administrative Office at least two (2) weeks prior to IPS Faculty Meeting to Decide to Accept Dissertation

Submissions
- ＊ CD,etc. including pdf data of
  - (1) Dissertation
  - (2) Abstract of doctoral dissertation (②)
  - (3) Reprint of published papers
- ＊ Curriculum Vitae (③)
- ＊ Research achievements/publications(④)
- ＊ Degree application (⑥)
- ＊ Request for early completion (⑦)

(early completion applicants only)

Pre-Qualification Meeting

Convening the Doctoral Dissertation Pre-Qualification" and "Notification of Convention of the Pre-Qualification
Register on website at least 10 days prior to the meeting

Research Field Members Meeting

Judgement of screening start

Degree Applicant

Head Professors Meeting

Explanation of details of dissertation and Plan
Considered over the submitted documents
Consideration of plagearism check

IPS Steering Committee △Decision to Accept Dissertation

Decision of chief examiner and examiners

Two or more months & within one year

Degree Applicant

Pay examination fee
200,000 yen
*non-program applicants only

Delegation of examiners

Dissertation Examination Meeting

Explanation of dissertation by applicant to the Examiners

Public Hearing

Notification Form to hold Public Hearing
Register on website at least 10 days prior to the hearing

Chief Examiner and Examiners

Check the final doctoral dissertation and signature

Chief Examiner

Write Report
- ＊Doctoral dissertation examination report form (⑬)
- ＊Result of the qualifications examination (⑭)

Consideration of plagearism check

Degree Applicant

Submit to IPS Administrative Office at least 11 days prior to the pass/fail decision date IPS Faculty Meeting

- ＊CD,etc. containing pdf data of the dissertation, the abstract and a confirmation document signed by the chief examiner.
- ＊＊Application for a doctoral degree date (Extended student only)

Submit

IPS Steering Committee ☆Pass/fail decision

Submit
Submit to the IPS Administrative Office at least 11 days prior to the IPS Committee

If the correction of the dissertation is required at IPS Faculty Meeting, submit CD,etc. including the modified dissertation to IPS office after it is corrected and checked by the chief examiner & examiners.

Degree Applicant

Chief Examiner and Examiners

If the correction of the dissertation is required at IPS Faculty Meeting, submit pdf data of the report to IPS office after the chief examiner & examiners check and modify.

Note:
△ A quorum for the Graduate School Steering Committee is one third of the members. A majority of the members in attendance is needed in order for the dissertation to be accepted.
☆ A quorum for the Doctoral Dissertation Examination Committee is two thirds of the members. Voting on the dissertation is done by secret ballot and a majority vote of two thirds of the members in attendance is needed for the dissertation to pass.

＊Check with the IPS Administrative Office about the application schedule and documents to be submitted.
＊Use the designated form for items indicated by circled numbers ② – ⑭ which can be downloaded from IPS square.