

# 2017 Graduate School of Engineering Procedures for Course Registration

## 1. Course Registration

Students must register courses in the Educational Affairs Information System. The printed Course Timetables must be submitted to supervisors, and then submitted to the Graduate School of Engineering Section after they have been approved during the course registration period.

## 2. Schedule

### ◎Spring Semester

Course Registration	: April 14 - 21, 2017
Revisions to Registered Courses	: May 8 - 10, 2017
Cancellation of Registered Courses	: May 15 - 19, 2017

### ◎Fall Semester

Course Registration	: October 12 - 20, 2017
Revisions to Registered Courses	: October 25 - 27, 2017
Cancellation of Registered Courses	: November 6 - 10, 2017

- \* The system access periods are from 9:00 to 22:00.
- \* In addition to revising or canceling course registration in the Educational Affairs Information System, it is also necessary to resubmit the Course Timetables with the Graduate School of Engineering Section by **May 26, 2017** for Spring Semester/**November 17, 2017** for Fall Semester.
- Year-long courses (courses that are held through both spring and fall semesters) cannot be registered within the fall semester only.
- Students who do not need to register courses are also required to submit their Course Timetables.
- Make sure a copy of the Course Timetable is taken for personal use, and store it in a safe place.

## 3. Details for Course Registration

For further details, refer to the Course Completion Guidelines distributed separately.

▼ Information of Course Registration in Graduate School of Engineering ▼

<http://gakufu.eng.ynu.ac.jp/student/affairs/registration/index.html>

※ URL of the Educational Affairs Information System website, “How to use the Educational Affairs Information System” and “User IDs and initial passwords for student ICT service” are posted on the above website.