

Schedule for Confirmation of the Courses Completed until AY 2023 Autumn Semester and Course Registration Procedures for AY 2024 Spring Semester

Event	Date
Confirmation of the Courses Completed until AY 2023 Autumn Semester on the Web	February 19 (Mon) 9am – *Transcript will be able to be obtained from March 4 (Mon).
Publication of AY 2024 Spring Semester Class Timetables *The class timetable is available on the website of the School of Engineering.	March 8(Fri) (Tentative)
Period to Register for Courses on the Web *Students will only be able to access the online systems during the application period (date and time).	March 18 (Mon) 9am – March 26 (Tue) 12pm April 1 (Mon) 9am – April 2 (Tue) 12:30pm ※Second Year or above Undergraduate Students April 2 (Tue) 1pm – April 3 (Wed) 5:30pm ※First-Year Undergraduate Students only April 3 (Wed) 6pm – April 4 (Thu) 11:30am ※Second Year or above Undergraduate Students
Confirmation of Registered Courses on the Web (1st Round)	April 9 (Tue) 9am – April 17 (Wed) 1pm
Period to Revise Registration on the Web (additions and/or cancellations)	April 10 (Wed) 9am – April 17 (Wed) 1pm
Period to Apply for Special Course Registration *Procedures for apply for Special Course Registration will be announced on the school of engineering HP separately in the early April.	April 10 (Wed) 9am – April 17 (Wed) 1pm
Confirmation of Registered Courses on the Web (2nd Round)	April 26 (Fri) 9am– May 2 (Thu)
(Final) Deadline for Revise Registration (additions and/or cancellations) * Procedure for course correction will be announced separately on the school of engineering HP.	April 26 (Fri) 9am– May 7 (Tue) Course correction through the website is not available. Web "Confirmation of Registered Courses" May 16 (Thu) – August 22 (Thu)

- The Completed Course Confirmation Sheet can be checked on the Nagoya University Portal at "https://portal.nagoya-u.ac.jp/" ("Course Registration and Grading" → "Grades Inquiry").
- The class timetable are available on the website of the School of Engineering at <http://www.engg.nagoya-u.ac.jp/> ("Current Students" → "Class Schedule").
- Notes on online registration
 - * Please log in to the Nagoya University Portal at <https://portal.nagoya-u.ac.jp/> by authenticating with the THERS ID. Nagoya University ID is required to obtain a THERS ID (It will have been issued by the Information and Communications Headquarters upon entrance).
 - * If students have lost their Nagoya University ID or there are issues with their password, please contact the Information Media Office (IB North Building, 10th Floor 1011). (Re-issuance takes approximately 1 week so please be sure to check in advance. 052-789-3903 e-office@media.nagoya-u.ac.jp)
 - *Help Center for THERS ID: <https://thersac.icts.thers.ac.jp/hc/ja>
THERS ID SETUP: <https://thersac.icts.thers.ac.jp/hc/ja/p/setup>
(translation option is available on the site)
 - * URL for the operating manual:
https://portal.nagoya-u.ac.jp/app/documents/2137301/0/St_E_20200617.pdf/ca6f2096-914b-dcbc-6c7f-916fa93becbf?t=1592463113945
 - * Avoid input during maintenance periods (6pm – 7pm, 4am – 5am). It is not possible to guarantee the entered data.
 - * For queries or opinions concerning the academic system contact the Student Affairs Department, Student Affairs Planning Division at "n-gakumu-support@t.thers.ac.jp"
- Notes on online course registration
 - *For courses (experiment, exercise etc.), which are held several times a week, it is necessary to enter each of the days and times as listed on the class timetable.
 - *Students cannot correct on the web for final additions or amendments. Students should carry out the procedure by submitting the application form distributed by the Student Affairs Division of the School of Engineering.
- Notes on "Special Course Registration"
 - (How to retake compulsory courses in specialized fields which failed before in case that students have another compulsory courses at the same period)
 - *Special course registration is restricted in case that both special course registration course and regular course are compulsory (or elective compulsory) courses in specialized fields.
 - *Students CANNOT make use of this system for any Liberal Arts and Sciences Courses.
 - *Students should submit an application form before online registration.
Special course registration procedure will be announced separately on the school of engineering website in early April.
 - *Current students – Notice – [UG]course registration & Grade evaluation
- Notes on "Course Withdrawal System"
 - *If students wish to drop a course and receive a grade "Absent", they must send a message to the instructor that they will withdraw their courses using the message function of TACT.(Deadline: May 31 (Fri))
 - * Course Withdrawal System CANNOT applied to "Lecture" or "Lecture and Exercise" of the specialized field courses for the School of Engineering.
- Other Considerations
 - * Freshman students may not take courses which are aimed at sophister students.
 - * Syllabus for each course can be checked on the Nagoya University Portal at <https://portal.nagoya-u.ac.jp/>.