

Schedule for Confirmation of the Courses Completed until AY 2024 Autumn Semester and Course Registration Procedures for AY 2025 Spring Semester

Event	Date
Confirmation of the Courses Completed until AY 2024 Autumn Semester on the Web	February 18 (Tue) 9am – *From March 4 onward, students will be able to obtain academic transcript which includes credits of Autumn Semester of 2024.
Publication of AY 2025 Spring Semester Class Timetables *The class timetable is available on the website of the School of Engineering.	March 7 (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).	>All Current Undergraduate Students March 17 (Mon) 9am – March 26 (Wed) 12pm >Second Year and above Undergraduate Students April 1 (Tue) 9am – April 2 (Wed) 8:30am >First Year Undergraduate Students only April 2 (Wed) 9am – April 3 (Thu) 11:30am
Confirmation of Registered Courses on the Web (1st Round)	April 9 (Wed) 9am – April 17 (Thu)
Period to Revise Registration on the Web (additions and/or cancellations)	April 10 (Thu) 9am – April 17 (Thu) 1pm
Period to Apply for Special Course Registration *Procedures for apply for Special Course Registration will be announced separately on the website of School of Engineering in early April.	April 10 (Thu) 9am – April 17 (Thu) 1pm
Confirmation of Registered Courses on the Web (2nd Round)	April 25 (Fri) 9am – May 2 (Fri)
(Final) Period to Revise Registration (additions and/or cancellations) *Procedure for course correction will be announced separately on the website of School of Engineering. (Students cannot correct the course via NU-Portal.)	April 25 (Fri) 9am – May 2 (Fri) Web "Confirmation of Registered Courses" May 15 (Thu) – August 20 (Wed)

- The Completed Course Confirmation Sheet can be confirmed on the Nagoya University Portal at "https://portal.nagoya-u.ac.jp/" ("Course Registration and Grading" → "Grades Inquiry").
- The class timetables 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). (It takes about a week to reissue the ID and the password, so 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). We cannot guarantee the entered data during these periods.
 - * For inquiries or opinions concerning the academic system contact the Student Affairs Information Section at the Education Planning Division at "n-gakumu-support@t.thers.ac.jp"
- Notes on online course registration
 - *For courses that are offered multiple times a week (experiments, seminars, etc.), it is necessary to register for all "day and time" slot as listed on the class timetable.
 - *During "(Final) Revise Registration (additions and/or cancellations)" period, the online course registration is not available. Students should complete 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 after 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 30 (Fri))
 - * Course Withdrawal System CANNOT apply to "Lecture" or "Lecture and Exercise" of the specialized field courses for the School of Engineering.
- Other Considerations
 - * Lower-year students are not permitted to take courses that offered to upper-year students.
 - * Syllabus for each course can be accessed on the Nagoya University Portal at <https://portal.nagoya-u.ac.jp/>.