

Submission Deadlines and Examination Schedule for Master's and Doctoral Theses for the 2023/2024 Academic Year

For Students Finishing in September

Graduate School of Human Health Sciences (Master's and Doctoral Course) Thesis-based Doctorate

Academic Affairs Section, May 2023

Pre-Examination Procedure for Eligibility to Submit Thesis

***Only for thesis-based doctorates requiring eligibility review**

Application Window: Monday, May 29 through Friday, June 2, 2023

1 Thesis Document Submission Deadlines *To be strictly observed****

(1) **Degree Application Form (Attachment 2) (PDF)**
From Thursday, July 6 until 5:00 PM on Friday, July 7, 2023

Submission portal: kibaco

■ **Submission of Thesis Documents (PDF format for the Departmental Review Board and Departmental Faculty Council)**
Submission portal: kibaco

*** Please password-protect your main thesis and any subtheses to restrict editing.**

Nursing, PTS, OTS, RS, FHS: from Thursday, July 6 until 5:00 PM on Wednesday, July 12, 2023

HPS: from Thursday, July 6 until 5:00 PM on Friday, July 7, 2023

*** In the event of significant discrepancies or deficiencies, applicants will be notified via kibaco by July 20 (Thurs.) after the submission deadline. Please respond promptly in such cases.**

*** Requests by students to make corrections after the submission deadline will not be accepted.**

Master's Candidates

- (2) Main Thesis (Cover page to be attached as per Attachment 1)
- (3) Thesis Abstract (Attachment 3)
- (4) Subtheses (if applicable)
- (5) Co-Authored Thesis Consent Form (if applicable, Attachment 4)
- (6) Application Form and Permission Forms for Using Data Related to the Thesis Research (if applicable, Attachment 5)
- (7) Copy of Notice of the Results of Research Ethics Review (if applicable)
- (8) Permission Form to Reproduce and Publish Master's Thesis (Attachment 6)

Course-Based and Thesis-Based Doctoral Candidates

- (2) Main Thesis (cover page to be attached as per Attachment 1)
- (3) Thesis Abstract (Attachment 3)
- (4) Subtheses (if applicable)
- (5) Co-Authored Thesis Consent Form (if applicable, Attachment 4)
- (6) List of Research Achievements (Attachment 5)
- (7) C.V. (Attachment 6)
- (8) Application Form and Permission Forms for Using Data Related to the Thesis Research (if applicable, Attachment 7)
- (9) Copy of Notice of the Results of Research Ethics Review (if applicable)
- (10) Summary (if applicable)
- (11) Certificate of Items Stated in the Resident Register (thesis-based doctorates only)
- (12) Copy of the Eligibility Notification (thesis-based doctorate only)
- (13) Permission Form to Reproduce and Publish Doctoral Thesis Online (in the University's Institutional Repository) (Attachment 8)

■Resubmission of Main Thesis, Thesis Abstract, Subtheses, Thesis Abstract (Subtheses), Summary (PDF) Submission portal : kibaco

* In the event that revisions are requested by the Departmental Review Board

* Only students who cannot publish the full text of the abstract should submit it.

From Friday, July 21 until 5:00 PM on Friday, September 1, 2023

- 2 Departmental Review Board and Departmental Faculty** (mid-July to early-September)
- 3 Graduate School Academic Affairs Committee** Thursday, September 14, 2023
- 4 Graduate School Faculty Council** Thursday, September 21, 2023
- 5 Conferral of Degrees** September 2023