

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

For Students Finishing in March

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

Academic Affairs Section, October 2023

Pre-Examination Procedure for Eligibility to Submit Thesis

*Only for thesis-based doctorates requiring eligibility review

Application Window: Monday, Oct. 23 through Friday, Oct. 27, 2023

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

All files to be submitted are PDF data and should be submitted to each assignment folder in kibaco.

■ (1) Degree Application Form (Attachment 2) (PDF)

From Thursday, December 21 until 5:00 PM on Friday, December 22, 2023

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

*** Please password-protect your main thesis, any sub theses and Complete set of thesis and other documents to restrict editing.**

From Thursday, December 21, 2023 until 5:00 PM on Wednesday, January 10, 2024

*** In the event of significant discrepancies or deficiencies, applicants will be notified via kibaco by January 18 (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) Sub theses (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) Sub theses (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)

■Submission of Thesis Materials for Library Use

* Only those who have indicated "no permission" or "no photocopying at all" for photocopying in the library.

From Thursday, December 21, 2023 until 5:00 PM on Wednesday, January 10, 2024

- (2) Main Thesis (cover page to be attached as per Attachment 1)
- (4) Sub theses (if applicable)

■Resubmission of Main Thesis, Thesis Abstract, Sub theses, Thesis Abstract of sub theses, Summary, and Complete set of thesis and other documents

* Only if the revision is requested by the Departmental Review Board.

* Abstracts are only for doctoral thesis submitters who are not allowed to publish the full text of their thesis.

From Friday, January 19 until 5:00 PM on Friday, February 2, 2024

- 2 Departmental Review Board and Departmental Faculty** (January-early February)
- 3 Graduate School Academic Affairs Committee** Thursday, February 8, 2024
- 4 Graduate School Faculty Council** Thursday, February 15, 2024
- 5 Conferral of Degrees** March 2024