

Degree Regulations and Thesis Format for Examination of Master's Thesis for Degrees to Be Awarded in March 2024

Item	Basis	Department of Nursing Sciences	Department of Physical Therapy	Department of Occupational Therapy	Department of Radiological Sciences	Department of Frontier Health Sciences	Department of Health Promotion Sciences
If the research involves human or animal subjects, the candidate must undergo the required ethics review procedure prior to starting the research project	Human subjects: Ethical Guidelines for Medical and Biological Research Involving Human Subjects (MEXT / MHLW METI Notice No.1, 2021) or Ethical Guidelines for Medical and Health Research Involving Human Subjects (MEXT / MHLW Notice No.3, 2014) Animals subjects: Fundamental Guidelines for Proper Conduct of Animal Experiment and Related Activities in Academic Research Institutions (MEXT Notice No.71, 2006)						
Thesis Documents to be submitted	Degree Regulations, Article 7	For details on submission dates, please refer to “Submission Deadlines and Examination Schedule for Master’s and Doctoral Thesis for Students Completing in <u>March 2024</u>”					
<ul style="list-style-type: none"> (1) Degree Application Form (Attachment 2) (2) Main Thesis (cover page to be attached as per Attachment 1) (3) Abstract: 1 to 2 pages (A4) with approx. 1000 characters (if in English, then approx. 300 words) (Attachment 3) (4) Subtheses (reference theses) (if applicable) (5) Co-Authored Thesis Consent Form (if applicable, Attachment 4) (6) Application Form and Permission Form 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) 	Degree Regulations, Articles 7 & 12 Thesis Examination Guidelines, Article 3	For thesis formatting instructions, see Appendix 1-a	For thesis formatting instructions, see Appendix 1-b	For thesis formatting instructions, see Appendix 1-c	For thesis formatting instructions, see Appendix 1-d (1) Book format In Japanese, each page should contain no more than 1600 characters, with a maximum of 100 pages, including figures and tables. English submission should be double-spaced, with a maximum of 200 pages, including figures and tables. (2) Academic paper format Submit one main thesis (with the candidate listed as first author) published in a peer-reviewed academic journal in accordance with the Master's thesis format. If an accepted paper has yet to be published at the time of thesis submission, submit a copy of the notification of acceptance (or acceptance letter) with a copy of the submitted paper).	For thesis formatting instructions, see Appendix 1-e	For thesis formatting instructions, see Appendix 1-f
(8) Permission Form to Reproduce and Publish Master's Thesis (Attachment 6)	Tokyo Metropolitan University Institutional Repository Operational Guidelines, Article 6	For details on submission dates, please refer to “Submission Deadlines and Examination Schedule for Master's and Doctoral Theses for Students Finishing in <u>March 2024</u>”					
Oral Presentation at a public hearing	Degree Regulations, Article 17	Undertaken by each Department separately					
Thesis Examination Meeting: Thesis examination and final examination (oral or written) by research supervisor (chief examiner) and two other faculty examiners	Degree Regulations, Article 13 Thesis Examination Guidelines, Article 4 & 5	Undertaken by each Department separately					
The Graduate School Faculty Council deliberates on whether the candidate passes the thesis examination and final examination, and on whether to confer a degree	Thesis Examination Guidelines, Article 6	—					
Degree conferral	Degree Regulations, Article 21	—					

