

Taking courses of other graduate schools (e.g. Graduate General Education Courses) and Approval of Credits for Completion Requirements for 2023 AY

(1) Taking GGEC and courses of other graduate schools

Student can take the following courses up to 10 credits per year.

- **Students in Master's Program**

GGEC, Interdisciplinary Foundation Courses, Degree Programs' Common Courses, or courses of other graduate schools and degree programs and undergraduate schools of the University

- **Student in Doctoral Program**

GGEC, Interdisciplinary Foundation Courses, Degree Programs' Common Courses, courses of other graduate schools, other degree programs and Master's Programs and Professional Degree programs.

(2) Approval of credits for completion requirements

- **Students in Master's Program**

Up to 8 credits in conjunction with GGEC, Interdisciplinary Foundation Courses, Degree Programs' Common Courses, lecture courses of other graduate schools and degree programs, and the credits already acquired prior to admission (Excluding subjects of the Master's Program in Informatics) can be accepted as the credit of the completion requirements.

The courses of undergraduate schools cannot be accepted as the credits for the completion requirements.

- **Student in Doctoral Program**

2 credits acquired from the subjects of GGEC, Interdisciplinary Foundation Courses, Degree Programs' Common Courses, courses of other graduate schools and degree programs and the credits already acquired prior to admission can be accepted as Research Practice Courses.

The courses of Master's Programs and Professional Degree programs cannot be accepted as the credits for the completion requirements.

(3) Application for approval of credits acquired in the graduate school prior to admission

If you wish to get approval of the credits you have acquired in a graduate school prior to admission, please submit the application documents during the following period.

«Application Period»

- 1) By Thursday, April 6, 2023
- 2) Friday, September 1, 2023 ~ Wednesday, September 6, 2023

«Application Documents»

- Application Form for Approval of Credits ····Download from the Program website.
- Transcript ··· Acquire from the graduate school to which you belonged prior to admission to University of Tsukuba
- Syllabus of Course ··· Print out from the website by yourself

※Credits approved through this procedure will be accepted as credits toward completion requirements without having to go through the procedure described in (4) again.

(4) Application for approval of credits for completion requirements

«Application Period»

1) Friday, September 1, 2023 ~ Wednesday, September 6, 2023

2) Monday, January 22, 2024 ~ Wednesday, January 24, 2024

Note: Courses that end in Fall C module cannot be applied for the period of 2). If you are planning to complete in March 2024, and wish to apply for credit toward completion requirements for courses in the fall semester, please take the courses that end the Fall B module so that you can apply during 2).

«Application Documents»

- Application Form for Approval of Credits ··· Download from the Program website.
- Transcript ··· Print out by the certificate issuing machine
- Syllabus of Course ··· Print out from the website by yourself

(5) How to submit

Submit in person or by post.

※Please contact us if you have any problems with submission.

Contact:

Graduate Academic Affairs Section

Academic Service Office for the Library, Information and Media Sciences Area

University of Tsukuba

1-2, kasuga, Tsukuba, Ibaraki, 305-8550

TEL:029-859-1121 Email:tosityoss-daigakuin@un.tsukuba.ac.jp

March, 2023

Graduate Academic Affairs Section