

Notification Regarding Course Registration Procedures 2023 Spring Semester

Event	Date	Note
Registration Period for Spring semester courses (Web)	March 21(Tue) 12pm – March 28(Tue) 5pm April 2(Sun) 9am – April 3(Mon) 12:30pm April 4(Tue) 18.30pm – April 5(Wed) 11am	Register on NU portal during this period. ※Accessible from outside university. ※Unable to access except this period.
1st Registration Confirmation Period (Web)	April 10(Mon) 9am – April 18(Tue) 1pm	Contact to Student Affairs Section if the error/caution appears.
Period for adding/dropping for Spring semester courses (Web)	April 11(Tue) 9am – April 18(Tue) 1pm	Register the course adding/dropping during this period.
2nd Registration Confirmation Period (Web)	May 2(Tue) 9am –	Contact to Student Affairs Section if the error/caution appears.
Period for adding/dropping for Spring semester courses for extraneous circumstances	May 2(Tue) – May 10(Wed) 4pm	Students should submit an application form to the Student Affairs Section. (NOT Online) Details will be announced later.
Confirmation period of the Spring semester course/grade report (Web)	August 25 (Fri) –	Confirm on NU portal.

● About Course Registration on Online System

- * Log in to Nagoya University Portal (<https://portal.nagoya-u.ac.jp>) using your Nagoya University ID and password.
 - * The system is unavailable during the system recovery time (4:00–5:00, 18:00–19:00). Even if you can login and register during these time zones.
 - * In case of losing Nagoya University ID/forgetting the password, please refer to the URL below. It takes about a week to reissue.
<https://www.icts.nagoya-u.ac.jp/ja/services/nuid/#contact-us>
- 【Note】When your ID is locked, submit a request to release and take the Yearly Information Security Check.
<https://icts.nagoya-u.ac.jp/ja/services/nuid/#acLock>

< Important >

- ① The entry period varies depending on the admission year. You will not be able to access the system during the period you are not applicable. (The online system will become non-responsive beyond their open registraion periods.)
- ② Register all the date and hours based on the timetable when the classes open two or more hours/days.
- ③ **Students should register the seminar class as intensive seminar.**

● Academic Calendar

- * The academic calendar 2023 can be found on the Sicence website. https://www.sci.nagoya-u.ac.jp/en/info_educational_affairs/

● Procedure for revising and for registration of the subjects of School of Science, the other divisions and the other Graduate Schools

- * Please refer to the following URL. <https://www.sci.nagoya-u.ac.jp/en/curriculum/subject.html>

● Procedure for withdrawal after the revising period

- * Contact to the instructor by e-mail and get a permission. Follow his/her instruction if there is a specific procedure.