

# Notification Regarding Course Registration Procedures 2022 Fall Semester (For Graduate Students)

Event	Date	Note
Confirmation period of the Spring semester course/grade report (Web)	August 26 (Fri)	Confirm on NU portal.
<b>Registration Period for Fall semester courses (Web)</b>	<b>September 15 (Thu) 9am – September 21 (Wed) 5pm</b>	Register on NU portal during this period. ※Accessible from outside university. ※Unable to access except this period. ※New M1(October enrollee) can access from the next registration period.
<b>1st Registration Confirmation Period (Web)</b>	<b>September 29(Thu) 9am – October 11 (Tue)</b>	Contact to Student Affairs Section if the error/caution appears.
<b>Period for adding/dropping for Fall semester courses (Web)</b>	<b>October 4 (Tue) 9am – October 11 (Tue) 1pm</b>	Register the course adding/dropping during this period. ※New M1(October enrollee) should register for the courses during this period.
<b>2nd Registration Confirmation Period (Web)</b>	<b>October 25 (Tue) –</b>	Contact to Student Affairs Section if the error/caution appears.
<b>Period for adding/dropping for Fall semester courses for extraneous circumstances</b>	<b>October 25 (Tue) – October 28 (Fri) 4pm</b>	Students should submit an application form to the Student Affairs Section. (NOT Online) Details will be announced later.
Confirmation period of the Fall semester course/grade report (Web)	February 20 (Mon), 2023 –	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 course.**

### ● Academic Calendar

- \* The academic calendar 2022 can be found on the Sicence website. [https://www.sci.nagoya-u.ac.jp/en/info\\_educational\\_affairs/files/pdf/2022\\_En.pdf](https://www.sci.nagoya-u.ac.jp/en/info_educational_affairs/files/pdf/2022_En.pdf)

### ● 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 (Important Announcements), <https://www.sci.nagoya-u.ac.jp/en/>

### ● 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.