

SCHEDULE for Degree Conferral in Graduate School of Engineering

Academic Year 2024

Upon application, check the page "Guidelines for Degree Applicants and Application Forms"(only from campus machines: https://www.nagaokaut.ac.jp/e/e_gakunai/ronbun-shinsa_eng.html) for the latest forms and details.

Procedures & Necessary Documents	Procedures, Where to Submit, etc.	Completion in JUNE 2024		Completion in AUGUST 2024		Completion in SEPTEMBER 2024		Completion in DECEMBER 2024		Completion in MARCH 2025	
		(Master)	(Doctor)	(Master)	(Doctor)	(Master)	(Doctor)	(Master)	(Doctor)	(Master)	(Doctor)
Application -Application Form (1 copy) -Dissertation Summary (approx. 300 characters in Japanese or 100 words in English) (Master: 1 copy, Doctor: 1 copy) -Plagiarism Declaration Form for Dissertation (Doctor: 1 copy)	* Master Student → Supervisor → Chair of Major * Doctor Student → Supervisor → Chair of Major → President (Division of Academic Affairs) (Submission deadline is decided by each major. Follow instructions of Chair of Major.)	~ April 1 (Mon.)		~ May 10 (Fri.)		~ June 13 (Thu.)		~ September 12 (Thu.)		November 19 (Tue.) ~ November 29 (Fri.)	
Submission of Thesis, etc. (Submission deadline is decided by each major. Follow instructions of Chair of Major.) * Master -Thesis (A4 size) (1 copy) -Abstract of Dissertation (approx. 1,000 words in Japanese or 250 words in English) (1 copy) * Doctor -Thesis (A4 size) (3 copies Doctor: 1 copy) -Abstract of Dissertation (approx. 2,000 characters in Japanese or 500 words in English) (Doctor: 1 copy) -List of Papers (Doctor: 1 copy) -Curriculum Vitae (Doctor: 1 copy) -Letter of Acceptance of Registration to the Institutional Repository (Doctoral Dissertation) (1 copy)	(Submission deadline is decided by each major. Follow instructions of Chair of Major.) * Master Student → Supervisor (Chief examiner) → Chair of Major * Doctor Student → Supervisor (Chief examiner) → Chair of Major → President (Division of Academic Affairs)	April 11 (Thu.)	April 11 (Thu.)	June 12 (Wed.)	June 12 (Wed.)	July 18 (Thu.)	July 18 (Thu.)	October 10 (Thu.)	October 10 (Thu.)	January 24 (Fri.)	January 24 (Fri.)
			§		§		§		§		§
			§		§		§		§		§
			April 19 (Fri.)		June 18 (Tue.)		July 26 (Fri.)		October 21 (Mon.)		February 3 (Mon.)
		May 22 (Wed.)	April 22 (Mon.)	July 15 (Mon.)	June 19 (Wed.)	August 26 (Mon.)	July 29 (Mon.)	November 19 (Tue.)	October 22 (Tue.)	February 28 (Fri.)	February 4 (Tue.)
			§		§		§		§		§
Final Screening	Conducted by Examination Panel		May 13 (Mon.)		July 5 (Fri.)		August 19 (Mon.)		November 6 (Wed.)		February 18 (Tue.)
Reviewing Degree Conferral	[Faculty Meeting]	June 11 (Tue.)		July 24 (Wed.)		September 4 (Wed.)		December 4 (Wed.)		March 12 (Wed.)	
Date of Degree Conferral stated on the Diploma		June 30		August 31		September 30		December 31		March 25	

Note 1) Please check "Procedures & Necessary Documents" as indicated above and prepare the documents carefully.

Note 2) Cancellation of the application must be made on or BEFORE the submission of the Thesis.