4th grade IGP students
who want to be enrolled in Graduate School by Department Recommendation Selection

Early Enrollment Pre-Registration Program for Graduate School for the Fall semester 2025

1．Purpose

To enhance mobility opportunities for students, particularly in terms of overseas study after admission to graduate school, we will be implementing an early enrollment program. This program allows undergraduate students in their fourth year to take graduate-level courses offered by the Graduate School.

2．Target

4th year undergraduate students who have been accepted into Graduate School through a Department Recommendation Selection for April 2026 enrollment

※Those who have been accepted through General Entrance Exams (first round) are not eligible for this.

3．Application Date

It is based on the course registration period and course registration revision period of the Graduate School. Those who wish to take the course should apply for registration during the designated add period. If you wish to drop your course after taking the first class, please apply for deletion during the designated drop period.

Course Registration Period 【Fall Semester, Fall 1st Term, Fall 2nd Term】

Registration	Period	ScombZ LMS reflected
Add	September 11 (Thu.) – September 22 (Mon.)	September 25 (Thu.)
Drop	September 27 (Sat.) – October 3 (Fri.)	October 9 (Thu.)

Fall 2nd Term Course Registration Period 【ONLY Fall 2nd Term】

Registration	Period	ScombZ LMS reflected
Add	November 12 (Wed.) – November 18 (Tue.)	November 20 (Thu.)
Drop	November 22 (Sat.) – November 28 (Fri.)	December 4 (Thu.)

※Please follow all schedules strictly. Course registration and/or deletion after the deadline cannot be accepted.

4．How to Register

During the course registration period, please select the major you plan to further the study from the survey displayed on the left side of the ScombZ home screen and apply for the course you want to take. After the course registration (and revision) period, the Graduate School Section will reflect the information in the ScombZ LMS. Please be aware that there should be no overlap with other courses in terms of days and times.

5．Eligible Courses

Please note that only the specialized subjects of your intended major can be taken under this program. In addition, the annual registration limit for the spring and fall semesters combined is **10 credits**.

（1）Please check this list for courses that can be registered as Pre-Registration Program.

（2）Please click the link below to check the days of the week, class schedule, class type, and syllabus.

【web Timetable URL】 http://timetable.sic.shibaura-it.ac.jp/en

【Syllabus】 http://syllabus.sic.shibaura-it.ac.jp/index.html.en

6. Credit Certification Method

Credits will be approved after deliberation at the end of the academic year in March.

Please note that credits earned will be counted toward graduation requirements for graduate school and will not be included in the required credits for the undergraduate school.

7. Pre-Registration Precautions

（1）Courses

1) The maximum number of credits for the Pre-Registration Program is 10 credits per year, as mentioned above. Please consider your course plan, including after entering graduate school, and apply for courses **within the limit of 10 credits**.

2) Please note that there are some courses that require only 1 credit. (The number of credits can also be checked in the syllabus.)

（2）In Case of Duplicate Applications for Courses

1) If the Pre-Registration Program course you have applied for overlaps with an undergraduate course, your registration for that course will not be accepted.

2) If a student registers for multiple Pre-Registration Program courses that overlap in terms of day and time, the application for registration for all those courses will not be accepted.

（3）Grading

1) Grades for courses taken through the Pre-registration System will be available in S*gsot after the grade disclosure date for the fall semester of 2025. (Grades will not be reflected in the grade report of the department to which you are currently affiliated.)

2) If any of the pre-registered courses registered in the 2025 academic year become subject to curriculum change in the 2026 academic year due to discontinuation or name change, the grade will be treated as "N (approved)". (The grade "N (Approved)" will be shown on the grade report after admission to the graduate school.)

3) All courses registered as pre-registration will be graded and will appear in the master's course grade report. Courses with a grade of "D" or lower will be counted toward your GPA, so please be sure to plan your coursework accordingly.

If you wish to delete your course registration, please make sure not to omit any action within the deletion period indicated in "3. Application Date".

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