

○ Priority Adoption Request Form for course registration of Common Graduate Courses
(Doctoral Course)

1. Purpose

On-demand classes of the Common Graduate Courses (Doctoral Course) will be offered to students who have difficulties attending regular classes in order to provide an opportunity for them to take these classes.

2. Students to whom the special cases apply

Doctoral Course students falling under any of the following conditions will be allowed to take the on-demand classes.

(i) Students who conduct their main research outside the Higashi-Hiroshima, Kasumi, and Higashi-Senda Campuses in the relevant term

(ii) Working adult students

(iii) Students who have difficulty commuting to the university during the relevant term due to family circumstances, such as childcare commitments

(iv) Students who have difficulty commuting to the university during the relevant term due to injury or illness

(v) Students who have difficulty completing the course within the study term due to the scheduling of their degree program (limited to cases approved by the head of the relevant program)

(vi) Students who belong to the Graduate School of Biomedical and Health Sciences and are engaged in medical treatment, but are unable to take the course during the term due to work commitments

3. Target subjects

Students will be notified of subjects that have on-demand classes prior to the course registration period of the relevant term.

4. Period of accepting course registration

The application period is during the registration period of the 1st term and 3rd term. (Applications will not be accepted during the course confirmation and revision periods.)

5. How to carry out the relevant procedure

(1) Students who wish to apply should register on My Momiji during the period described in 4 above, inform their academic advisor of their intention to apply for a notification of interest, obtain permission, and submit the necessary information and materials (PDF, photos, etc.) that objectively show that they fall under the above 2 categories using the 'notification of interest' form. If the application is incomplete, the application will not be accepted.

Examples of objectively identifiable materials:

- (i) Outline of the research location
 - (ii) Documents showing work (business card, copy of staff ID, proof of employment, etc.)
 - (iii) Documents that show the circumstances (documents related to nursing care and support, etc.)
 - (iv) Documents showing injury (medical certificate, etc.)
 - (v) Details of the program and a statement of reasons from the program director (any format is acceptable)
 - (vi) Documents that show that the applicant is undergoing medical treatment (medical schedule, etc.)
- (2) The Chairperson of the Committee for Planning & Developing Education supervised by the Council for the Control Center of Education, Headquarters for Education, after checking the application details and materials, will make a decision as to whether the application is eligible or not.
- (3) The Education Promotion Group (Liberal Arts Education section) will be given priority for adoption in the computerized random draw based on the judgment in (2) above.