

<< Important >>

November 22, 2018

To: M2 students expected to complete the degree program in March 2019

From: Dean, Graduate School of International Cultural Studies

Procedure for Submitting the “Master’s Thesis Title Form”

M2 students expected to complete the degree program in March 2019 must submit the “Master’s Thesis Title Form” (*shūshi ronbun daimoku todoke* 修士論文題目届), following the procedures below.

The Form can be downloaded from the GSICS English website.

<http://www.intcul.tohoku.ac.jp/english/information/procedure-for-graduation.html>

1. How to submit “Master’s Thesis Title Form”

- ① Submit your title form (Excel file) by attachment file to the Academic Affairs Office(int-kkdk@grp.tohoku.ac.jp).
 - ② Print your title form out, get your supervisor’s seal on it and submit it to Academic Affairs Office.
Note that the title of printed form and the title of the excel file you have sent must be the same.
- ※ If the title is in English, please follow "Notation format of the research title and the thesis title".
 - ※ When writing your name in English, please follow "How to write your name on the document in English".

2. “Master’s Thesis Title Form” Deadline

Submission Deadline: November 30 (Fri), 2018, by 17:15.

3. Notes

Keep a copy of the “Master’s Thesis Title Form” for your reference.
The above deadlines (date and time) must be strictly observed.
No materials will be accepted after the times and dates indicated.