

To: M2 students expected to complete the degree program in September 2022

From: Dean, Graduate School of International Cultural Studies

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

M2 students expected to complete the degree program in September 2022 must submit your “Master’s Thesis Provisional Title Registration” Form (*shūshi ronbun kari daimoku todoke* 修士論文仮題目届) and presentation material (*resume* レジюме) to the Academic Affairs Office, as per the following procedures. The form can be downloaded from the GSICS website below:

<http://www.intcul.tohoku.ac.jp/student/fin-info/>

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

Enter your provisional title in the Excel format and send it to the Academic Affairs Office by the deadline via the following link: <https://forms.gle/quFarKwkhSVFugh67>

No personal seal is required when you submit it.

- ※ Please be sure to consult with your academic advisor about your research topic by email, etc. before you decide on your provisional title.
- ※ If the title is in English, please follow "Notation format of the research title and the thesis title".
- ※ If you write your name in English, please follow "How to write your name on the document in English".

2. “Master’s Thesis Provisional Title Registration” Form Deadline

Submission Deadline: December 10 (Fri.), 2021, by 17:15 ※Strictly observed

3. Presentation Material Deadline

Submission Deadline: January 13 (Thu.), 2022, by 17:15 ※Strictly observed

Submit your material in MS-Word, 2 pages (A4 size paper) to the Academic Affairs Office via the following link: <https://forms.gle/az1NzhJzE896aMwr5>

The presentation order will be announced on the GSICS website after January 11(Tue.).

- ※ If you are unable to attend the public presentation either January 20(Thu.) or January 21(Fri.), please contact the Academic Affairs Office by December 21 (Tue.)

4. Important Notes

Please prepare your presentation material for the master’s thesis plan presentation with the same title you registered it with.

- ※ In the past, some students have entered an incorrect provisional title with their presentation materials. However, it is the rule that no materials will be accepted after the times and dates indicated above.