

To: M1 and D1 students enrolled in October 2021

From: Dean, Graduate School of International Cultural Studies

Procedure for Submitting the “Research Title” Form

M1 and D1 students enrolled in October 2021 must submit your “Research Title” Form (*kenkyū daimoku todoke* 研究題目届) 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 “Research Title” Form

Enter your research title in the Excel format and send it to the Academic Affairs Office by the deadline via the following link: <https://forms.gle/JAmDcHxGyf9aZ6aH9>

No personal seal is required when you submit it.

- ※ Please be sure to consult with your advisor about your research topic by email, etc. before you decide on your research 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. “Research Title” 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/GoZDuHx6f7m31Krx7>

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

4. Important Notes

Please prepare your presentation material for the presentation of research title on January 20 (Thu.) or January 21 (Fri.) with the same title you registered it with.

- ※ In the past, some students have entered an incorrect research title with their presentation materials. However, it is the rule that no materials will be accepted after the times and dates indicated above.
- ※ If you are unable to attend the public presentation either day above, please contact the Academic Affairs Office by December 21(Tue.).