

Important Notes for Course Registration

(1) Semester and Module

The University of Tsukuba implements the Spring/Fall Semester system and those semesters consist of 6 modules.

The period of each semester is as follows:

Spring Semester: 1st April ~ 30th September Fall Semester: 1st October ~ 31st March

Spring A, B and C comprise Spring Semester. Fall A, B and C comprise Fall Semester. For each period of modules, the first day of the class, the examination day, etc., please refer to the Academic Calendar.

(2) Course Timetable

Each course period is as follows (one period=75 minutes):

【Tsukuba Campus】 Monday to Friday

Period	Time	Break
1 st Period	8:40 ~ 9:55	9:55 ~ 10:10
2 nd Period	10:10 ~ 11:25	11:25 ~ 12:15
3 rd Period	12:15 ~ 13:30	13:30 ~ 13:45
4 th Period	13:45 ~ 15:00	15:00 ~ 15:15
5 th Period	15:15 ~ 16:30	16:30 ~ 16:45
6 th Period	16:45 ~ 18:00	

Course hours under the Special Provision on Educational Method Stipulated in Article 14 of the Standards for Establishment of Graduate Schools

7 th Period	18:00~19:15	19:15~19:20
8 th Period	19:20~20:35	

【Tokyo Campus】 Tuesday to Saturday

Tuesday to Friday : 7th ~ 8th Periods

Saturday to Sunday : 1st ~ 8th Periods

Period	Time	Break
1 st Period	8:55~10:10	10:10~10:20
2 nd Period	10:20~11:35	11:35~11:45
3 rd Period	11:45~13:00	13:00~13:45
4 th Period	13:45~15:00	15:00~15:10
5 th Period	15:10~16:25	16:25~16:35
6 th Period	16:35~17:50	17:50~18:20
7 th Period	18:20~19:35	19:35~19:45
8 th Period	19:45~21:00	

(3) Credit

1 unit of credit normally requires 45 hours of academic work. The calculation criteria are as follows:

Lectures/Class Exercises	15 to 30 hours	1 credit
Training/Lab Application Experiments/Practical	30 to 45 hours	1 credit

Note: The University of Tsukuba calculates 1 class period (75 minutes) as 1.5 hours (90 minutes).

(4) Grading and Examinations

① Grading

Course instructors evaluate academic achievements with regards to examination, in-class contribution and other requirements and assign five letter grades as below. The grade of D carries no credit. (Only courses that earned passing grades of A+, A, B, C appear on a transcript.)

【Grade evaluation criteria】

A+: 90~100 points A: 80~89 points B: 70~79 points C: 60~69 points D: 59 points or lower

Evaluation takes place at the end of each semester, based on the results of the examination, etc. The final evaluation of the course and the awarding of credits will be made by comprehensive evaluation in the final semester.

② Examinations

Examinations refer to final examinations conducted during the examination period, or mid-semester examinations and papers conducted by the course instructors. Check the examination period on the academic calendar.

(5) Key to the Course Catalogue

- When the “Weekday and Period” section is “Intensive Course” or “By request” or “By Appointment”, it indicates that the course schedule is irregular or undetermined. The schedule of intensive courses will be notified by the course instructor or be available on the bulletin boards. The admission fee and tuition will not be refunded even if the course schedule is determined after your admission to the credited auditor’s program and it is difficult for the credited auditor to attend the course on the determined date and time.
- When the “Instructor” section is blank, it means the course instructor will be determined later.
- Course methods can be lectures, class exercises, experiments, etc. There are courses that implement two or more methods. The different course methods in the course catalogue are listed below.

Code	Course type
1	Lectures
2	Class Exercises
3	Training/Lab Experiments/Practical Application
4	Lecture and Class Exercises
5	Lecture and Training/Lab Experiments/Practical Application

Code	Course type
6	Class Exercises and Training/Lab Experiments/Practical Application
7	Lectures and Class Exercises and training/Lab Experiments/Practical Application
8	Graduation Thesis, Graduation Research, etc.
0	Others

(Example)

Course Number	Course Name	Course Type	Credits	Standard Academic Year	Course Offering	Weekday and Period	Classroom	Instructor	Course Overview	Remarks
AB10191	Philosophy	1	1.0	1	Spring A·B	Tue.6	1D204	Taro Tsukuba	The aim o ...	G-course

Letters and numbers indicate organization, classification, and field.

Standard academic year to take the course

Classes will be held in Spring A·B, on Tuesdays during 6th period.

Classes will be held in Room 204 in ID Bldg.

Please note that there are various descriptions such as prerequisites.

(6) Classrooms

The following abbreviations specify classrooms and laboratories. If you have further questions, please contact each Academic Service Office.

Example:

Classroom	Location
1D201	1D Bldg., 2 nd Floor
2B507	2B Bldg., 5 th Floor
3A412	3A Bldg., 4 th Floor
4B211	4B Bldg., 2 nd Floor
9L101	International Lecture Bldg., 1 st Floor
9P209	9P Bldg. (University Hall Bldg. C) 2 nd Floor
CA310	Center for Education of Global Communication (CEGLOC) Bldg. A, 3 rd Floor