

# IUI Registration Guideline for students enrolled in 2025

## I. IUI\* Matters

### I.-1. Goals of the Graduate School of Urban Innovation

To bring together research related to architecture, urban culture, city infrastructure, and inclusive, symbiotic societies from the perspectives of sustainability and creativity, and to train advanced specialists who can create a diverse range of innovations within a city to allow them to develop autonomously and sustainably (Master's Program). In addition, to educate people who can become leaders with a wide range of global perspectives on urban innovation (Doctoral Program).

\*IUI=Institute of Urban Innovation (Japanese: 「都市イノベーション学府」)

### I.-2. Course Enrollment

#### 1. Course Formats

Course plans must be prepared according to the Degree Requirements and the Course Criteria to each specialization.

#### 2. Academic Advisors

- (1) One member of the faculty responsible for their own Department shall be submitted as the main academic advisor. [Note 2]
- (2) The main academic advisor shall appoint two related academic advisors, and they shall provide guidance.
- (3) The main academic advisor and the related academic advisors shall provide guidance and advice for creating a study plan, course plan and research theme decisions, as well as the preparation of the thesis or portfolio.
- (4) In principle, students are required to take the "Seminar" offered by their main academic advisor. (Save for Y-GSA) [Note 3]
- (5) The main academic advisor and the related academic advisors may be changed as needed.

[Note 1] Hereafter, "academic advisor" refers to both the main academic advisor and the related academic advisors.

[Note 2] In the Specialization in Infrastructure Management (IMP), the Steering Committee will select the main academic advisor from among the faculty members.

[Note 3] In the Specialization in Infrastructure Management (IMP), the "Research & Guidance" class must be taken.

#### 3. Enrollment Terms

- (1) The standard term is 2 years for the Master's Program, and 3 years for the Doctoral Program.
- (2) The enrollment period, without any leave of absence periods, is 4 years for the Master's Program and 6 years for the Doctoral Program.
- (3) Students enrolled for more than a year past the standard terms will be treated as second-year students.
- (4) Refer to the appropriate section in p.41, "IV Course Registration Regulations" for the early graduation system.

#### **4. Course Registration**

##### **(1) Course Registration Information**

Students who wish to enroll in a course must obtain the permission of their academic advisor before registering in the Educational Affairs Information System.

Registration of courses for the Graduate School of Urban Innovation is done from a computer. Connect to the Educational Affairs information system from your web browser and enter the schedule codes to register the courses you will take. For more information, refer to "Course Registration and Classes" in "Student Handbook" found on the university website. In addition, following course registration, print out the Course Registration Table from the Educational Affairs Information System and submit it to your academic advisor.

##### **(2) General Notes on Course Registration**

- [1] Registration must be completed for those courses you wish to take by the specified deadlines for both the spring and fall semesters.
- [2] You cannot take courses for which you have not registered. Note that in principle, courses cannot be changed once registered.
- [3] Only one class can be taken in the same day and period.
- [4] You cannot take either the spring semester only or the fall semester only for full-year courses (courses that are taken in both the spring and fall semesters).
- [5] You cannot re-register for courses that you already have the credits for.
- [6] For registration of foreign languages courses, see "3. Taking Foreign Language Courses" on p.42 in "IV.-3. Taking Courses at IUI"

##### **(3) Cancelling Course Registrations**

You can cancel registered courses within the specified period. If you wish to cancel course registration, follow the course registration cancellation procedures in the Educational Affairs Information System.

Note that if you wish to cancel course registration for a full-year course, you will need to get a copy of "the Application for Cancellation of Course Registration form" from the IUI office and submit it within the specified period. See the separate notices, etc. for more information.

[Note] When calculating the GPA, credits from cancelled courses are subtracted from credits from registered courses. Quitting courses after the specified date will result in a failing grade.

##### **(4) Examinations Week**

- [1] Examinations week is as per the academic calendar.
- [2] In principle, exams for each course will be held at the date and time specified in the class timetable.
- [3] Notices on courses for examination will be posted before the day on which the examinations week starts.
- [4] Please note the following when sitting exams.
  - a. Display your student ID card on your desk when sitting an exam.
  - b. Cheating in exams shall be subject to disciplinary measures pursuant to Article 24 of the University Regulations.

## 5. Grade Evaluations

Grade evaluations shall take into account the attainment level weighted by the grades shown in syllabus, and shall be as per the table below.

Grade Notation	Grade Point	Percentage	Pass / Fail
S	4.5	90 to 100	Pass
A	4	80 to 89	
B	3	70 to 79	
C	2	60 to 69	
Fail	0	0 to 59	Fail

\*S (90% or higher) is earned for amply achieving course objectives and for achieving results that go beyond to exceed course objectives.

\*A (80% to 89%) is earned for amply achieving course objectives and for excellent results that are not quite superior level.

The GPA (Grade Point Average) is calculated as follows. In other words, the GP (Grade Points) set in the table above are awarded in view of the results from the courses taken for graduation, and the average is calculated by dividing the total sum obtained by multiplying the credits for the relevant courses by the total credits for registered courses.

$$\text{GPA} = \sum (\text{GP} \times \text{number of credits}) / (\text{number of registered credits})$$

[Note 1] A minimum of a 2.0 GPA is required to graduate.

[Note 2] Credit accreditation courses, prerequisites, foreign language courses, etc. (refer to pp. 41-43) are excluded from GPA computation.

[Note 3] Students can re-register for courses they failed. When re-registering, your grades will reflect the results after re-registration. The number of credits for re-registered courses will not be included in the registered credits for the GPA.

[Note 4] Cancelled course registrations are not included in the GPA.

\*If you have any questions regarding course enrollment or grades, contact the IUI Office for confirmation.

\*If you have any issues with your grades for courses in the Graduate School of Urban Innovation, register your issue with the Graduate School of Urban Innovation Section using the specified form within two weeks of the announcement of said grades in the Educational Affairs Information System.

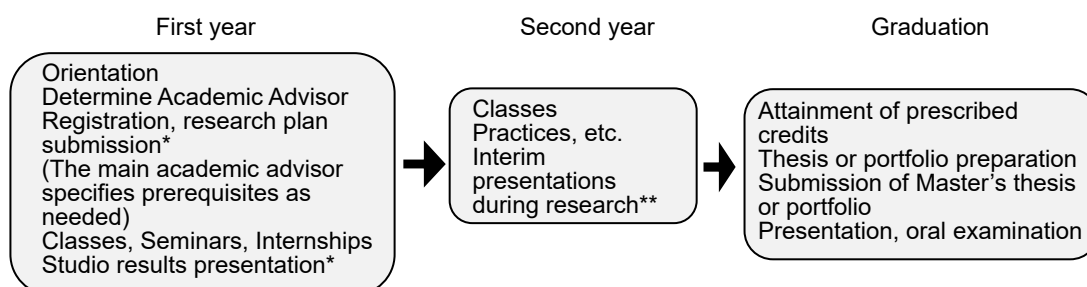
## II. Master's Program

### II.-1. Steps from Research Planning and Registration to Graduation

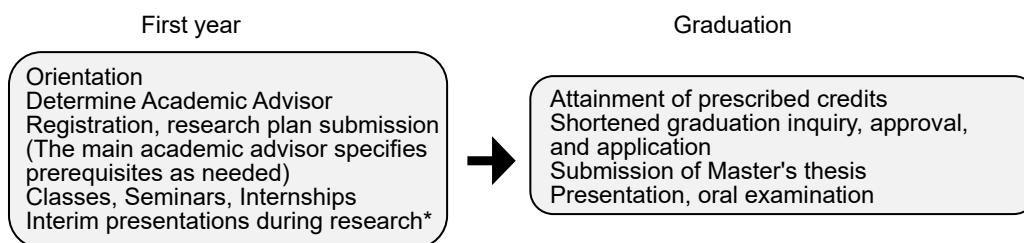
#### 1. Study Steps

"To study" is to actively learn on your own to master your subject. The steps for study in the IUI Master's Program are shown below. However, you will need to check yourself, as this will differ between departments and specializations.

##### Standard Graduation (Master's Program)



##### Early Graduation (Master's Program)

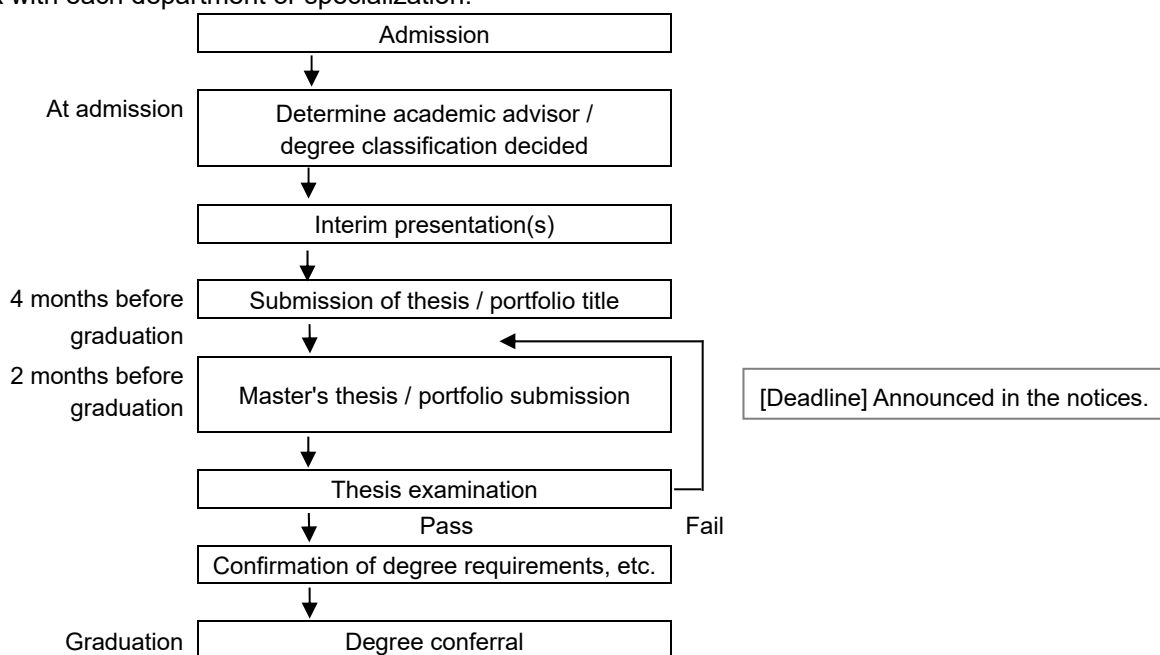


\*Check the timing for each department or specialization.

\*\*Research plan must be submitted annually.

#### 2. Steps to Degree Conferral

The steps until degree conferral in the IUI Master's Program are shown below. For details, check with each department or specialization.



## II.-2. Registration Method

### 1. Specialization in Architecture and Urban Culture, Department of Architecture and Urban Culture

#### (1) Degree Requirements

Matters	Requirements
Period of enrollment	At least 2 years in the Master's Program (or at least one year for Early Graduation).
Credits required	[1] At least 30 credits obtained in the Master's Program in accordance with "(3) Course Criteria." [2] Prerequisites and foreign language courses are not included.
Master's thesis	The required research guidance has been obtained and a master's thesis has been submitted and successfully examined.
GPA (Grade Point Average)	The GPA must be a minimum of 2.0 throughout the enrolled period. (Refer to p. 3, "5. Grade Evaluations" for details of the GPA system.)

#### (2) Thesis Evaluation Criteria

- [1] An appropriate research topic has been selected.
- [2] Logical and creative research has been carried out using appropriate research methods.

#### (3) Course Criteria

The credits required for graduation shall be as per the table below. All courses listed below are Master's Program courses. Refer to p.21, "II.-3. Course Details" for definitions of each course.

Course category	Required credits	Notes
Common courses	At least 6 credits	<ul style="list-style-type: none"><li>- For all students, regardless of major.</li><li>- At least 6 credits in 3 courses must be taken from the list of common courses on p.21, "II.-3. Course Details."</li><li>- Those intending to obtain accreditation for the Globalized Local Courses in the Minor Program will not have credits from the relevant subjects included in the credits required for completion of this specialization.</li></ul>

Practical courses	Studios Internships Long-term Practicum and Training Programs	4 compulsory credits required	<ul style="list-style-type: none"> <li>- One of the Studios (S/F) from the Studios corresponding to p.19, "Practical Courses Registration Conditions Table" must be taken.</li> <li>- An Internship or a Long-term Practicum and Training Program can replace one of the Studios, but it is not possible to take an Internship or a Long-term Practicum and Training Program at the same time as a Studio.</li> <li>- Follow the instructions of each specialization and your academic advisors to ensure that your registration of courses is properly planned.</li> </ul>
Main courses	Lectures	At least 8 credits	<p>[1] If applying for accreditation for a Master of Engineering:</p> <ul style="list-style-type: none"> <li>- Obtain at least 8 credits in total.</li> <li>- However, <u>you must acquire at least 4 credits from Master of Engineering accreditation courses for your own major.</u></li> <li>- The remaining credits can be taken from all Main courses (Lectures) offered for the Master's Program at IUI. (Including courses in other departments.)</li> </ul> <p>[2] If applying for accreditation for a Master of Philosophy:</p> <ul style="list-style-type: none"> <li>- Obtain at least 8 credits in total.</li> <li>- However, <u>you must acquire at least 4 credits for Master of Philosophy accreditation courses from your own major.</u></li> <li>- The remaining credits can be taken from all Main courses (Lectures) offered for the Master's Program at IUI. (Including courses in other departments.)</li> </ul>
	Seminars	8 compulsory credits required	<p>You must obtain 8 credits from seminars held by your academic advisors.</p> <p>You must obtain one subject each semester in the following order of 1→2→3→4.</p>
Total of the above		(26 credits)	
Required credits other than the above		At least 4 credits	<p>Obtain at least 4 credits from the following.</p> <ul style="list-style-type: none"> <li>- Common courses</li> <li>- Studios</li> <li>- Internships</li> <li>- Practicum and Training Programs</li> <li>- Main courses (Lectures)</li> </ul>
Total (number of credits needed to complete)		At least 30 credits	

- \*1. Check pp.21-31 carefully for details. Note that subjects not listed above are not counted among the required number of credits for graduation even if they are IUI subjects. (They are included in GPA calculation.)
- \*2. Internships, Long-term Practicum and Training Programs, and Short-term Practicum and Training Programs are full-year courses, so students wishing to enroll in one should register during the spring semester registration period. If you wish to cancel the course registration, you will have to carry out cancellation procedures during the fall semester registration period.
- \*3. Internships and Long-term Practicum and Training Programs are standardized at about 135 study hours. Check the syllabus for details.
- \*4. You can take Short-term Practicum and Training Programs at the same time as Studios. However, you cannot re-register for a course you have already obtained credits from.
- \*5. Related Specialized Subjects Group (p.28) up to a maximum of 2 credits will be accredited as credits required to graduate (Common courses)

## **2. Specialization in Architecture (Y-GSA), Department of Architecture and Urban Culture [Studio-style teaching program]**

### **(1) Degree Requirements**

Matters	Requirements
Period of enrollment	At least 2 years in the Master's Program (or at least one year for Early Graduation).
Credits required	[1] At least 30 credits obtained in the Master's Program in accordance with "(4) Course Criteria." [2] Prerequisites and foreign language courses are not included.
Portfolio	Students must pass the Master's degree screening of a portfolio that includes the results of their Studios. (Refer to "(2) Portfolios" for the definition of a Y-GSA portfolio.)
GPA (Grade Point Average)	The GPA must be a minimum of 2.0 throughout the enrolled period. (Refer to p.3, "5. Grade Evaluations" for details of the GPA system.)

### **(2) Portfolios**

- [1] These are what are examined by the screening committee (one principal examiner, two secondary examiners) for the degree.
- [2] In architecture, a portfolio is a booklet that summarizes your works and presents your skill and abilities. After receiving the decision on whether to pass or fail the results from the 4 Studios (one of which can be replaced with an Internship) that are required by the Y-GSA and obtaining the credits, the results of the 4 Studios are compiled into a single coherent discourse. Screening of an applicant's portfolio is a vital part of applying to any architectural office or architecture school anywhere in the world. The portfolio you create here will be used in determining your future academic and business careers.

### **(3) Portfolio Evaluation Criteria**

- [1] An appropriate research topic has been selected.
- [2] Logical and creative research has been carried out using appropriate research methods.



#### (4) Course Criteria

The credits required for graduation shall be as per the table below. All courses listed below are Master's Program courses. Refer to p.21, "II.-3. Course Details" for definitions of each course.

Course category		Required credits	Notes
Common courses		At least 6 credits	<ul style="list-style-type: none"> <li>- For all students, regardless of major.</li> <li>- At least 6 credits in 3 courses must be taken from the list of common courses on p.21 "II.-3. Course Details."</li> <li>- Those intending to obtain accreditation for the Globalized Local Courses in the Minor Program will not have credits from the relevant subjects included in the credits required for completion of this specialization.</li> </ul>
Practical courses	Studios Internships	24 compulsory credits required	<ul style="list-style-type: none"> <li>- All 4 Studios offered by different instructors at the same time, of the Studios corresponding to the p.19 "Practical Courses Registration Conditions Table" must be taken.</li> <li>- It is not possible to take 2 Studios at the same time.</li> <li>- An Internship can replace one of the Studios, but it is not possible to take an Internship at the same time as a Studio.</li> <li>- Follow the instructions of each specialization and your academic advisors to ensure that your registration of courses is properly planned.</li> </ul>
Total of the above		(30 credits)	
Required credits other than the above		*At least 10 credits from Y-GSA Minor Program subjects.	- At least 10 credits from courses covered by the minor program (Y-GSA) (see below).
Total (number of credits needed to complete)		At least 30 credits	

\* Check pp. 21-31 carefully for details. Note that subjects not listed above are not counted among the required number of credits for graduation even if they are IUI subjects. (They are included in GPA calculation.)

\* .Related Specialized Subjects Group (p.28) up to a maximum of 2 credits will be accredited as credits required to graduate (Common courses)

**\*Y-GSA Minor Program:**

If Y-GSA students obtain at least 10 credits from the following subjects in addition to their 30 credits, course accreditation (accreditation of credit acquisition) will be carried out and the University shall accredit completion of the minor program (Y-GSA Architecture and Urban Design). These students are issued accreditation certificates (diplomas) and the credits are also listed on their transcripts.

**Y-GSA Minor Program Courses**

Courses	Notes
Y-GSA Independent Studios 1-4	These are to carry out projects commissioned by the government and private companies, projects that work on projects to learn about the realities of the city and architecture, while questioning the reality of the city and architecture in practice.
Y-GSA Workshops	Workshops are held during the summer vacation period every year.
Yokohama Architectural and Urban Studies S Yokohama Architectural and Urban Studies F	(Common courses)
Department of Architecture and Urban Culture Main Courses*	Refer to pp.24-26. Courses with asterisks are eligible.
Common courses	Refer to p.22.

### 3. Specialization in Culture (Y-GSC), Department of Architecture and Urban Culture [Studio-style teaching program]

#### (1) Degree Requirements

Matters	Requirements
Period of enrollment	At least 2 years in the Master's Program (or at least one year for Early Graduation).
Credits required	[1] At least 30 credits obtained in the Master's Program in accordance with "(4) Course Criteria." [2] Prerequisites and foreign language courses are not included.
Portfolio	Students must pass the Master's degree screening and examination of a portfolio that includes the results of their Studios. (Refer to "(2) Portfolios" for the definition of a Y-GSC portfolio.)
GPA (Grade Point Average)	The GPA must be a minimum of 2.0 throughout the enrolled period. (Refer to p.3, "5. Grade Evaluations" for details of the GPA system.)

#### (2) Portfolios

- [1] These are what are examined by the screening committee (one principal examiner, two secondary examiners) for the degree.
- [2] Each student edits a record of their works and activities from their own perspective, based on the results of their Studios, and integrates their own discussion. The student portfolio for the Film and Performance Studio, for example, would list works created in the Studio and records of exhibits and screenings where the student was involved in event organization, together with the student's theoretical observations. For the Creative, Critical and Media Studies Studio, the portfolio would include edited versions of records such as pamphlets, brochures and web pages created in the Studio together with theoretical observations.

#### (3) Portfolio Evaluation Criteria

- [1] Appropriate activity issues have been selected.
- [2] Creative activities are deployed through appropriate methods.
- [3] Students are sufficiently able to position their own activities within a theoretical framework.

#### (4) Course Criteria

The credits required for graduation shall be as per the table below. All courses listed below are Master's Program courses. Refer to p.21, "II.-3. Course Details" for definitions of each course.

Course category	Required credits	Notes
Common courses	At least 6 credits	<ul style="list-style-type: none"> <li>- For all students, regardless of major.</li> <li>- At least 6 credits in 3 courses must be taken from the list of common courses on p.21, "II.-3. Course Details."</li> <li>- Those intending to obtain accreditation for the Globalized Local Courses in the Minor Program will not have credits from the relevant subjects included in the credits required for completion of this specialization.</li> </ul>

Practical courses	Studios Internships Long-term Practicum and Training Programs	8 compulsory credits required	<ul style="list-style-type: none"> <li>- 2 of the Studios (S/F) from the Studios corresponding to p.19, "Practical Courses Registration Conditions Table" must be taken.</li> <li>- It is not possible to take 2 Studios at the same time.</li> <li>- An Internship or a Long-term Practicum and Training Program can replace one of the Studios, but it is not possible to take an Internship or a Long-term Practicum and Training Program at the same time as a Studio.</li> <li>- Follow the instructions of each specialization and your academic advisors to ensure that your registration of courses is properly planned.</li> </ul>
Main courses	Lectures	At least 4 credits	<ul style="list-style-type: none"> <li>- Obtain at least 4 credits in total.</li> <li>- However, <u>you must acquire at least 4 credits from Master of Philosophy accreditation courses for the Department of Architecture and Urban Culture.</u></li> <li>- Any further credits in excess of these 4 can be taken from all Main courses (Lectures) offered for the Master's Program. (Including courses in other departments.)</li> </ul>
	Seminars	8 compulsory credits required	<p>You must obtain 8 credits from seminars held by your academic advisors.</p> <p>You must obtain one subject each semester in the following order of 1→2→3→4.</p>
Total of the above		(26 credits)	
Required credits other than the above		At least 4 credits	<p>Obtain at least 4 credits from the following.</p> <ul style="list-style-type: none"> <li>- Common courses</li> <li>- Studios</li> <li>- Internships</li> <li>- Practicum and Training Programs</li> <li>- Main courses (Lectures)</li> </ul>
Total (number of credits needed to complete)		At least 30 credits	

- \*1. Check pp. 21-31 carefully for details. Note that subjects not listed above are not counted among the required number of credits for graduation even if they are IUI subjects. (They are included in GPA calculation.)
- \*2. Internships, Long-term Practicum and Training Programs, and Short-term Practicum and Training Programs are full-year courses, so students wishing to enroll in one should register during the spring semester registration period. If you wish to cancel the course registration, you will have to carry out cancellation procedures during the fall semester registration period.
- \*3. You can take Short-term Practicum and Training Programs at the same time as Studios. However, you cannot re-register for a course you have already obtained credits from.

- \*4. Related Specialized Subjects Group (p.28) up to a maximum of 2 credits will be accredited as credits required to graduate (Common courses)

#### 4. Specialization in Infrastructure and Urban Society, Department of Infrastructure and Urban Society

##### (1) Degree Requirements

Matters	Requirements
Period of enrollment	At least 2 years in the Master's Program (or at least one year for Early Graduation).
Credits required	[1] At least 30 credits obtained in the Master's Program in accordance with "(3) Course Criteria." [2] Prerequisites and foreign language courses are not included.
Master's thesis	The required research guidance has been obtained and a master's thesis has been submitted and successfully examined.
GPA (Grade Point Average)	The GPA must be a minimum of 2.0 throughout the enrolled period. (Refer to p.3, "5. Grade Evaluations" for details of the GPA system.)

##### (2) Thesis Evaluation Criteria

- [1] An appropriate research topic has been selected.  
[2] Logical and creative research has been carried out using appropriate research methods.

##### (3) Course Criteria

The credits required for graduation shall be as per the table below. All courses listed below are Master's Program courses. Refer to p.21, "II.-3. Course Details" for definitions of each course.

Course category		Required credits	Notes
Common courses		At least 6 credits	<ul style="list-style-type: none"> <li>- For all students, regardless of major.</li> <li>- At least 6 credits in 3 courses must be taken from the list of common courses on p.21, "II.-3. Course Details."</li> <li>- Those intending to obtain accreditation for the Globalized Local Courses in the Minor Program will not have credits from the relevant subjects included in the credits required for completion of this specialization.</li> </ul>
Practical courses	Studios Internships Long-term Practicum and Training Programs	4 compulsory credits required	<ul style="list-style-type: none"> <li>- The corresponding Studio courses in the "Practical Courses Registration Conditions Table" on p.19 can be taken.</li> <li>- "Studio for infrastructure 4" and "Studio for infrastructure 2" can be taken over multiple semesters and years for earning credits.</li> <li>- An Internship or a Long-term Practicum and Training Program can be credited as a Studio course, but it is not possible to take an Internship or a Long-term Practicum and Training Program at the same time as a Studio course.</li> <li>- Follow the instructions of each specialization and your academic advisors to ensure that your registration of courses is properly planned.</li> </ul>

Main courses	Lectures	At least 8 credits	<p>[1] If applying for accreditation for a Master of Engineering:</p> <ul style="list-style-type: none"> <li>- Obtain at least 8 credits in total.</li> <li>- However, <u>you must acquire at least 4 credits from Master of Engineering accreditation courses for your own major.</u></li> <li>- The remaining credits can be taken from all Main courses (Lectures) offered for the Master's Program at IUI. (Including courses in other departments.)</li> </ul> <p>[2] If applying for accreditation for a Master of Philosophy:</p> <ul style="list-style-type: none"> <li>- Obtain at least 8 credits in total.</li> <li>- However, <u>you must acquire at least 4 credits for Master of Philosophy accreditation courses from your own major.</u></li> <li>- The remaining credits can be taken from all Main courses (Lectures) and Specialized Courses offered for the Master's Program at IUI. (Including courses in other departments.)</li> </ul>
	Seminars	8 compulsory credits required	<p>You must obtain 8 credits from seminars held by your academic advisors.</p> <p>You must obtain one subject each semester in the following order of 1→2→3→4.</p>
Total of the above		(26 credits)	
Required credits other than the above		At least 4 credits	<p>Obtain at least 4 credits from the following.</p> <ul style="list-style-type: none"> <li>- Common courses</li> <li>- Studios</li> <li>- Internships</li> <li>- Practicum and Training Programs</li> <li>- Main courses (Lectures)</li> <li>- Specialized courses</li> </ul>
Total (number of credits needed to complete)		At least 30 credits	

- \*1. Check pp. 21-31 carefully for details. Note that subjects not listed above are not counted among the required number of credits for graduation even if they are IUI subjects. (They are included in GPA calculation.)
- \*2. Internships, Long-term Practicum and Training Programs, and Short-term Practicum and Training Programs are full-year courses, so students wishing to enroll in one should register during the spring semester registration period. If you wish to cancel the course registration, you will have to carry out cancellation procedures during the fall semester registration period.
- \*3. Internships and Long-term Practicum and Training Programs are standardized at about 135 study hours. Check the syllabus for details.
- \*4. You can take Short-term Practicum and Training Programs at the same time as Studios. However, you cannot re-register for a course you have already obtained credits from.
- \*5. Related Specialized Subjects Group (p.28) up to a maximum of 2 credits will be accredited as credits required to graduate (Common courses)

## 5. Specialization in International Infrastructure (IGSI), Department of Infrastructure and Urban Society

### (1) Degree Requirements

Matters	Requirements
Period of enrollment	At least 2 years in the Master's Program (or at least one year for Early Graduation).
Credits required	[1] At least 30 credits obtained in the Master's Program in accordance with "(3) Course Criteria." [2] Prerequisites and foreign language courses are not included.
Master's thesis	The required research guidance has been obtained and a master's thesis has been submitted and successfully examined.
GPA (Grade Point Average)	The GPA must be a minimum of 2.0 throughout the enrolled period. (Refer to p.3, "5. Grade Evaluations" for details of the GPA system.)

### (2) Thesis Evaluation Criteria

- [1] An appropriate research topic has been selected.
- [2] Logical and creative research has been carried out using appropriate research methods.

### (3) Course Criteria

The credits required for graduation shall be as per the table below. All courses listed below are Master's Program courses. Refer to p.21, "II.-3. Course Details" for definitions of each course.

Course category		Required credits	Notes
Common courses		At least 6 credits	<ul style="list-style-type: none"> <li>- For all students, regardless of major.</li> <li>- 3 English-language courses (6 credits in total) must be taken from the common courses listed in "II.-3. Course Details" on p.21.</li> <li>- Those intending to obtain accreditation for the Globalized Local Courses in the Minor Program will not have credits from the relevant subjects included in the credits required for completion of this specialization.</li> </ul>
Practical courses	Studios Internships	At least 8 credits	<ul style="list-style-type: none"> <li>- The corresponding Studio courses in the "Practical Courses Registration Conditions Table" on p.19 can be taken.</li> <li>- "Studio for infrastructure 4" and "Studio for infrastructure 2" can be taken over multiple semesters and years for earning credits.</li> <li>- Up to 4 credits from main courses and lecture-based courses can be credited as Practical course credits.</li> <li>- Follow the instructions of each specialization and your academic advisors to ensure that your registration of courses is properly planned.</li> </ul>



Main courses	Lectures	At least 8 credits	<ul style="list-style-type: none"> <li>- At least 8 credits must be obtained from the English-language courses.</li> <li>- However, <u>you must acquire at least 4 credits from Master of Engineering accreditation courses from the English-language courses.</u></li> <li>- The remaining credits can be taken from all Main courses (Lectures) and Specialized Courses offered for the Master's Program at IUI. (Including courses in other departments.)</li> </ul>
	Seminars	8 compulsory credits required	<p>You must obtain 8 credits from seminars held by your academic advisors.</p> <p>You must obtain one subject each semester in the following order of 1→2→3→4.</p>
Total of the above		(30 credits)	
Total (number of credits needed to complete)		At least 30 credits	

- \*1. Check pp. 21-31 carefully for details. Note that subjects not listed above are not counted among the required number of credits for graduation even if they are IUI subjects. (They are included in GPA calculation.)
- \*2. You can take Short-term Practicum and Training Programs at the same time as Studios. However, you cannot re-register for a course you have already obtained credits from.
- \*3. Related Specialized Subjects Group (p.28) up to a maximum of 2 credits will be accredited as credits required to graduate (Common courses)

## 6. Specialization in Infrastructure Management (IMP), Department of Infrastructure and Urban Society

### (1) Degree Requirements

Matters	Requirements
Period of enrollment	At least 2 years in the Master's Program (or at least one year for Early Graduation).
Credits required	[1] At least 30 credits obtained in the Master's Program in accordance with "(3) Course Criteria." [2] Preparatory Training Courses, prerequisites and foreign language courses are not included.
Master's thesis	The required research guidance has been obtained and a master's thesis has been submitted and successfully examined.
GPA (Grade Point Average)	The GPA must be a minimum of 2.0 throughout the enrolled period. (Refer to p.3, "5. Grade Evaluations" for details of the GPA system.)

### (2) Thesis Evaluation Criteria

- [1] An appropriate research topic has been selected.
- [2] Logical and creative research has been carried out using appropriate research methods.

### (3) Course Criteria

The credits required for graduation shall be as per the table below. All courses listed below are Master's Program courses. Refer to p.30, "II.-3. Course Details" for definitions of each course.

Course category	Required credits
Specialized Courses	18 credits
Practicum and Training Programs	4 credits
Practical Project Learning	2 credits
Seminars	2 credits
Research & Guidance I, II	4 credits
Total of the above	(30 credits)
Total (number of credits needed to complete)	At least 30 credits
Thesis examination	Master's thesis

\*1. Check pp.21-31 carefully for details. Note that subjects not listed above are not counted among the required number of credits for graduation even if they are IUI subjects. (They are included in GPA calculation.)

## Practical Courses Registration Conditions Table

(An Internship is accredited as one of the Studios, and “AVL” means it can be taken, while “—” means it cannot.)

	Courses	Specialization in Architecture and Urban Culture Specialization in Infrastructure and Urban Society	Specialization in Architecture (Y-GSA)	Specialization in Culture (Y-GSC)	Specialization in International Infrastructure (IGSI)
		You must take at least one of the Studios marked “Comp” below.	You must take 4 of the Studios marked “Comp” below.	You must take at least 2 of the Studios marked “Comp” below.	You must take at least 2 of the Studios marked “Comp” below.
Studios	Studio for Architectural Structural Engineering S, F	Comp	AVL	AVL	—
	Studio for Architectural Theory S, F	Comp	AVL	AVL	—
	Environmental Urban Design Studio S, F	Comp	AVL	AVL	—
	Space and Culture Studio S, F	Comp	AVL	Comp	—
	Creative, Critical and Media Studies Studio S, F	Comp	AVL	Comp	—
	Sound Cultural Studies Studio S, F	Comp	AVL	Comp	—
	Film and Performance Studio S, F	Comp	AVL	Comp	—
	Design Studio for Next Generation Creative Environment	—	Comp	—	—
	Design Studio for Next Generation Creative Architecture	—	Comp	—	—
	Design Studio for Urban Regeneration	—	Comp	—	—
	Design Studio for Local Area Regeneration	—	Comp	—	—
	Studio for infrastructure 4	Comp	—	—	Comp
	Studio for infrastructure 2	Comp	—	—	Comp
	International Project Management Studio	Comp	—	—	Comp
	International Infrastructure Studio in Basic Japanese	—	—	—	Comp
	Research Methodology Studio A	Comp	AVL	AVL	—
	Area Studies Studio S, F	Comp	AVL	AVL	—
	Socio-Cultural Critics Studio SIE	Comp	AVL	AVL	—
	Socio-Cultural Critics Studio FIE	Comp	AVL	AVL	—
	Socio-Cultural Studio FIJ	Comp	AVL	AVL	—
Internships	Structural Design Internship	Architecture and Urban Culture *Comp	—	—	—
	Equipment Design Internship	Architecture and Urban Culture *Comp	—	—	—
	Architecture and Planning Internship	Architecture and Urban Culture *Comp	—	—	—
	Off-Campus Practice in Architecture (Y-GSA Internship program)	—	Comp	—	—

	Internship (Urban Infrastructure)	Infrastructure and Urban Society *Comp	—	—	—
	Internship (Cross-Cultural Communication)	Infrastructure and Urban Society *Comp	—	—	—
	Internship (Urban Innovation and New Business)	Comp	AVL	AVL	—
	Practicum and Training Programs	Long-term Practicum and Training Programs	Comp (Excluding Architecture Field)	—	AVL
		Short-term Practicum and Training Programs	AVL	—	AVL

## II.-3 Course Details

### Department of Architecture and Urban Culture

Specialization in Architecture and Urban Culture

Specialization in Architecture (Y-GSA)

Specialization in Culture (Y-GSC)

### Department of Infrastructure and Urban Society

Specialization in Infrastructure and Urban Society

Specialization in International Infrastructure (IGSI)

### 1. Types of Courses

Course category		Contents
Common courses		In order to provide advanced education on cities, common courses have been established that cover all fields, and form the required and elective courses for the Master's Program in both majors.
Practical courses	Studios	These are smaller classes to provide practical training through projects rooted in actual fields, led by multiple instructors, including both IUI faculty members and professionals in the field. The place where instructors and students carry out intensive work is called a "studio." Each Studio is 4 or 6 credits per semester. Internships (4 or 6 credits) are also a form of Studio.
	Internships	Those who actually do an Internship in each area are granted 4 or 6 credits. Multiple Internships are provided in both majors.
	Practicum and Training Programs	Those who actually do a Long-term Practicum and Training Program in each area are granted 4 credits (2 credits for Short-term Practicum and Training Programs). Multiple Practicum and Training Programs are provided in both majors.
Main courses	Lectures	Lectures related to professional education.
	Seminars	Seminars related to professional education.
Prerequisites		A prerequisites system has been established to complement students' basic knowledge. When the main academic advisor deems it necessary, a student must take one or more of the prerequisites to complement their basic knowledge. Students are informed individually of the courses they are required to take (in the Master's Program, these will be undergraduate courses). Students who have not obtained the credits from the prerequisites they have been required to take will not be able to obtain the qualification to write their thesis. Prerequisites are not included in the degree requirement credits.
Related Group	Specialized Subjects	Lectures related to main courses.

## 2. List of Courses

### (1) Common Courses

Schedule code	Courses	Year taken	Credits	Notes
RC00001	Building Structural Performance	1-2	2	
RC00002	Geotechnical and Geo-environmental Engineering in Urban Area	1-2	2	English
RC00003	Seismic and durability design	1-2	2	English
RC00004	Structural Dynamics and its application to Design	1-2	2	English
RC00006	Transportation System Engineering	1-2	2	English
RC00007	Water Disaster Prevention Engineering	1-2	2	English
RC00051	Green Building and Community Planning	1-2	2	*1
RC00022	Yokohama Architectural and Urban Studies S	1-2	2	
RC00023	Yokohama Architectural and Urban Studies F	1-2	2	
RC00052	Urbanity and Arts	1-2	2	
RC00053	Art and Culture	1-2	2	
RC00061	Cross-border Societies and Region	1-2	2	English *1
RC00055	Regional and Cross-Cultural Studies	1-2	2	
RC00041	Theory of Urban Living Environment	1-2	2	*1
RC00042	Urban Management	1-2	2	
RC00058	Urban Innovation and New Challenges I	1-2	2	
RC00059	Urban Innovation and New Challenges II	1-2	2	
RC00060	Globalized Local Studies	1-2	2	*2
RC00062	Developing Policy and Alternatives	1-2	2	English
RC00063	Gender and Development: Theory and Practice	1-2	2	English

\*1. Corresponds to the specialist courses for the Globalized Local Courses minor program.

\*2. Corresponds to the required core courses for the Globalized Local Courses minor program.  
Check the separate information about the Globalized Local Courses minor program.

### (2) Practical Courses (S=Spring Semester, F=Fall Semester)

Courses Category	Schedule code	Courses	Year taken	Credits	Notes
Studios	S	RPSJ201	Studio for Architectural Structural Engineering S	1-2	4
	F	RPSJ202	Studio for Architectural Structural Engineering F	1-2	4
	S	RPSJ203	Studio for Architectural Theory S	1-2	4
	F	RPSJ204	Studio for Architectural Theory F	1-2	4
	S	RPSJ205	Environmental Urban Design Studio S	1-2	4
	F	RPSJ206	Environmental Urban Design Studio F	1-2	4
	S	RPSJ233	Space and Culture Studio S	1-2	4

	F	RPSJ234	Space and Culture Studio F	1-2	4	
	S	RPSJ235	Creative, Critical and Media Studies Studio S	1-2	4	
	F	RPSJ236	Creative, Critical and Media Studies Studio F	1-2	4	
	S	RPSJ237	Sound Cultural Studies Studio S	1-2	4	
	F	RPSJ238	Sound Cultural Studies Studio F	1-2	4	
	S	RPSJ239	Film and Performance Studio S	1-2	4	
	F	RPSJ240	Film and Performance Studio F	1-2	4	
	S	RPSJ121	Design Studio for Next Generation Creative Environment	1-2	6	
	F	RPSJ122				
	S	RPSJ131	Design Studio for Next Generation Creative Architecture	1-2	6	
	F	RPSJ132				
	S	RPSJ125	Design Studio for Urban Regeneration	1-2	6	
	F	RPSJ126				
	S	RPSJ127	Design Studio for Local Area Regeneration	1-2	6	
	F	RPSJ128				
	S	RPSJ223	Studio for infrastructure 4	1-2	4	*1、*、English
	F	RPSJ224	Studio for infrastructure 4	1-2	4	*1、*、English
	S	RPSJ225	Studio for infrastructure 2	1-2	2	*1、*、English
	F	RPSJ226	Studio for infrastructure 2	1-2	2	*1、*、English
	F	RPSJ241	International Project Management Studio	1-2	2	English
	S	RPSJ242	International Infrastructure Studio in Basic Japanese	1	4	*2、English
	S	RPSJ227	Research Methodology Studio A	1-2	2	
	S	RPSJ231	Area Studies Studio S	1-2	2	
	F	RPSJ232	Area Studies Studio F	1-2	2	
	S	RPSJ243	Socio-Cultural Critics Studio SIE	1-2	2	
	F	RPSJ244	Socio-Cultural Critics Studio FIE	1-2	2	
	F	RPSJ245	Socio-Cultural Studio FIJ	1-2	2	
Internships	Long-term Internships	RPIJ001	Structural Design Internship	1-2	4	
		RPIJ011	Equipment Design Internship	1-2	4	
		RPIJ021	Architecture and Planning Internship	1-2	4	
		S	Off-Campus Practice in Architecture (Y-GSA Internship program)	1-2	6	
		F				
		S	Internship (Urban Infrastructure)	1-2	4	
		F	Internship (Urban Infrastructure)	1-2	4	
		RPIJ031	Internship (Cross-Cultural Communication)	1-2	4	
		RPIJ041	Internship (Urban Innovation and New Business)	1-2	4	

Practicum and Training Programs	Long-term Practicum and Training Program	RPIJ071		Long-term Practicum and Training Program	1-2	4	Urban Culture Field
		S	RPIJ072	Long-term Practicum and Training Program	1-2	4	Infrastructure Field
		F	RPIJ073	Long-term Practicum and Training Program	1-2	4	Infrastructure Field
		RPIJ074		Long-term Practicum and Training Program	1-2	4	Humanities and social Sciences Field
	Short-term Practicum and Training Program	RPIJ081		Short-term Practicum and Training Program (Overseas and Domestic activities)	1-2	2	Architectural Field
		RPIJ082		Short-term Practicum and Training Program (Overseas and Domestic activities)	1-2	2	Urban Culture Field Studies Field
		S	RPIJ083	Short-term Practicum and Training Program (Overseas and Domestic activities)	1-2	2	Infrastructure Field
		F	RPIJ084	Short-term Practicum and Training Program (Overseas and Domestic activities)	1-2	2	Infrastructure Field
		RPIJ085		Short-term Practicum and Training Program (Overseas and Domestic activities)	1-2	2	Humanities and social Sciences Field

\*1. Corresponds to the practical courses for the Globalized Local Courses minor program.

Check the separate information about the Globalized Local Courses minor program.

\*2. This course is for international students of the first academic year in IGSI.

\*. English-language courses in IGSI

(Note) It is not possible to take an Internship and a Long-term Practicum and Training Program at the same time.

### (3) Main Courses

#### a. Department of Architecture and Urban Culture

Courses category		Schedule code	Courses	Year taken	Credits	Notes
Lectures	Master of Engineering	RA00004	Elasto-Plastic Analysis of Structure*	1-2	2	English
		RA00005	Dynamic behavior of building structures*	1-2	2	English
		RA00006	Structural Design of Spatial Structures*	1-2	2	English
		RA00008	Ecological Design Method for Architectural Environment*	1-2	2	English



		RA00010	Theory of District Energy Conservation System Planning*		1-2	2	
		RA00013	Approaches for Extending the Life of Built Environment*		1-2	2	
		RA00014	Theory and History of European Architecture and Modern Architecture*		1-2	2	
		RA00015	Advanced Theory of Architectural History and Preservation in Japan*		1-2	2	
		RA00019	Theory of Urban Design*		1-2	2	
		RA00024	Environmental Psychology*		1-2	2	
		RA00025	Foundation Engineering*		1-2	2	
		RA00026	Japanese and Oriental Fine Arts*		1-2	2	
		RA00033	Planning Theory of Sustainable Housing and Communities*		1-2	2	*1
		RA00034	Theory of Urban Planning for Disaster Risk Reduction*		1-2	2	
		RA00035	Limit Analysis of Building Structures*		1-2	2	
		RA00036	Numerical Analysis of Thermal Environment*		1-2	2	
		RA00037	Theory of Urban Regeneration*		1-2	2	
	Master of philosophy	RA00215	Aesthetics of Space		1-2	2	
		RA00216	Popular Culture Theory		1-2	2	
		RA00217	Contemporary Art Theory		1-2	2	
		RA00218	Moving Image Theory		1-2	2	
		RA00209	Contemporary Culture		1-2	2	
		RA00210	Literature and Culture		1-2	2	
		RA00219	Sound Cultural Studies		1-2	2	
		RA00220	Theory on Music and Culture		1-2	2	
		RA00221	Theory of Art, Media, and Culture		1-2	2	
	Others	RA00017	Modern Art Theory*		1-2	2	
		RA00027	Independent Studio1*		1	2	
		RA00028	Independent Studio2*		1	2	
		RA00029	Independent Studio3*		2	2	
		RA00030	Independent Studio4*		2	2	
		RA00031	Y-GSA Workshop*		1-2	2	
		RAE0013	S	Seminar of Architecture and Urban Culture 1	1	2	Architectural Field
		RAE0014	S	Seminar of Architecture and Urban Culture 2	1	2	Architectural Field
		RAE0015	S	Seminar of Architecture and Urban Culture3	2	2	Architectural Field
		RAE0016	S	Seminar of Architecture and Urban Culture4	2	2	Architectural Field
		RAE0017	F	Seminar of Architecture and Urban Culture 1	1	2	Architectural Field
		RAE0018	F	Seminar of Architecture and Urban Culture 2	1	2	Architectural Field
		RAE0019	F	Seminar of Architecture and Urban Culture3	2	2	Architectural Field
		RAE0020	F	Seminar of Architecture and Urban Culture4	2	2	Architectural Field

		RAE0021	S	Seminar of Architecture and Urban Culture 1	1	2	Urban Culture Field
		RAE0022	S	Seminar of Architecture and Urban Culture 2	1	2	Urban Culture Field
		RAE0023	S	Seminar of Architecture and Urban Culture3	2	2	Urban Culture Field
		RAE0024	S	Seminar of Architecture and Urban Culture4	2	2	Urban Culture Field
		RAE0025	F	Seminar of Architecture and Urban Culture 1	1	2	Urban Culture Field
		RAE0026	F	Seminar of Architecture and Urban Culture 2	1	2	Urban Culture Field
		RAE0027	F	Seminar of Architecture and Urban Culture3	2	2	Urban Culture Field
		RAE0028	F	Seminar of Architecture and Urban Culture4	2	2	Urban Culture Field

\*1. Corresponds to the specialist courses for the Globalized Local Courses minor program.  
Check the separate information about the Globalized Local Courses minor program.

\* : Y-GSA Minor Program (Refer to p.10)

**b. Department of Infrastructure and Urban Society**

Courses Category		Schedule code	Courses	Year taken	Credits	Notes
Lectures	Master of Engineering	RB00004	Theory of Geotechnical Design	1-2	2	*2 English
		RB00006	Advanced Theory of Disaster Prevention System Design	1-2	2	*2 English
		RB00008	Environmental processes in inland and coastal waters	1-2	2	*2 English
		RB00030	Theory of Steel Structure Design	1-2	2	English
		RB00023	Urban water circulation	1-2	2	
		RB00024	International Infrastructure Project Study	1-2	2	
		RB00031	Theory of Regional Planning	1-2	2	*1, *2 English
		RB00033	Urban Transportation Planning	1-2	2	*1, *2 English
		RB00034	Design of concrete composite structure	1-2	2	English
		RB00035	Urban Disaster Prevention	1-2	2	English
		RB00036	Theory of Foundation Design	1-2	2	
		RB00037	Electric Power Civil Engineering	1-2	2	
		RB00038	Wind Resistance Design of Structure	1-2	2	English
	Master of Philosophy	RB00203	Theory of Inter-Cultural Communication	1-2	2	
		RB00209	Global City Theories	1-2	2	
		RB00211	Asian Social Studies	1-2	2	*1
		RB00212	Public Policy A	1-2	2	
		RB00217	Theory of Urban Communities	1-2	2	
		RB00221	Contemporary European Society	1-2	2	
		RB00222	Social and Cultural Philosophy	1-2	2	
		RB00223	Cultural Anthropology	1-2	2	
		RB00224	Sociology of Gender	1-2	2	
		RB00225	Development Anthropology: Theory and Practice	1-2	2	*1 English
		RB00226	Development Policy and Planning Social Development: Theory and Practice	1-2	2	English
		RB00227	Political Methodology	1-2	2	
		RB00228	Study on International Administration 1	1-2	2	
		RB00229	Study on International Administration 2	1-2	2	
		RB00230	Study on Development Cooperation 1	1-2	2	
		RB00231	Study on Development Cooperation 2	1-2	2	
		RB00232	Study on Politics	1-2	2	
		RB00233	Study on International Politics	1-2	2	

	RBE0013	S	Seminar on Urban and Regional Studies 1	1	2	Urban Infrastructure Field
	RBE0014	S	Seminar on Urban and Regional Studies 2	1	2	Urban Infrastructure Field
	RBE0015	S	Seminar on Urban and Regional Studies 3	2	2	Urban Infrastructure Field
	RBE0016	S	Seminar on Urban and Regional Studies 4	2	2	Urban Infrastructure Field
	RBBE0017	F	Seminar on Urban and Regional Studies 1	1	2	Urban Infrastructure Field
	RBE0018	F	Seminar on Urban and Regional Studies 2	1	2	Urban Infrastructure Field
	RBE0019	F	Seminar on Urban and Regional Studies 3	2	2	Urban Infrastructure Field
	RBE0020	F	Seminar on Urban and Regional Studies 4	2	2	Urban Infrastructure Field
	RBE0021	S	Seminar on Urban and Regional Studies 1	1	2	Humanities and Social Sciences Field
	RBE0022	S	Seminar on Urban and Regional Studies 2	1	2	Humanities and Social Sciences Field
	RBE0023	S	Seminar on Urban and Regional Studies 3	2	2	Humanities and Social Sciences Field
	RBE0024	S	Seminar on Urban and Regional Studies 4	2	2	Humanities and Social Sciences Field
	RBE0025	F	Seminar on Urban and Regional Studies 1	1	2	Humanities and Social Sciences Field
	RBE0026	F	Seminar on Urban and Regional Studies 2	1	2	Humanities and Social Sciences Field
	RBE0027	F	Seminar on Urban and Regional Studies 3	2	2	Humanities and Social Sciences Field
	RBE0028	F	Seminar on Urban and Regional Studies 4	2	2	Humanities and Social Sciences Field

\*1. Corresponds to the specialist courses for the Globalized Local Courses minor program.

\*2. English-language courses in IGS

#### (4) Related Specialized Subjects Group

Schedule code	Courses	Year taken	Credits	Notes
RD00001	Sociology of Educational Research I	1-2	1	
RD00002	Sociology of Educational Research II	1-2	1	
RD00003	Modern Thoughts and Ethics I	1-2	1	
RD00004	Modern Thoughts and Ethics II	1-2	1	
RD00005	Educational Anthropology	1-2	1	
RD00006	Philosophy of Human Development	1-2	1	
RD00007	Qualitative Research and Self-Formation	1-2	1	
RD00008	Chinese Classical Literature	1-2	1	

RD00009	Chinese Classical Literature and Japan	1-2	1	
RD00010	Seminar on Modern History of Western World I	1-2	1	
RD00011	Seminar on Modern History of Western World II	1-2	1	
RD00012	Seminar on Social History of Modern European Cities I	1-2	1	
RD00013	Seminar on Social History of Modern European Cities II	1-2	1	
RD00014	Studies of Japanese Social History I	1-2	1	
RD00015	Studies of Japanese Social History II	1-2	1	
RD00016	Sociology of Education and Work I	1-2	1	
RD00017	Sociology of Education and Work II	1-2	1	
RD00018	Poetry and Prose in Chinese about Kanagawa	1-2	1	
RD00019	Studies of Japanese Regional History I	1-2	1	
RD00020	Studies of Japanese Regional History II	1-2	1	
RD00021	Community and School for Creating the Public Sphere	1-2	1	
RD00022	Human Geography I	1-2	1	
RD00023	Human Geography II	1-2	1	

**Department of Infrastructure and Urban Society**  
**Specialization in Infrastructure Management (IMP)**

**1. Types of courses**

Course category	Contents
Specialized Courses	Lectures related to professional education.
Practicum and Training Programs	Participation in practical or observational programs run by external bodies.
Practical Project Learning	Inspection and surveys of domestic social infrastructure.
Seminars	Seminars by outside lecturers or University faculty.
Research & Guidance	Seminars related to professional education.
Preparatory Training Courses	Lectures related to preparatory education. This course is compulsory. Preparatory Training Courses are not included in the degree requirement credits.

**2. List of Courses**

**(1) Specialized Courses**

Schedule code	Courses	Year taken	Credits	Notes
RI00001	Environment and Development	1-2	2	*4 English
RI00003	Geotechnical and Geo-environmental Engineering in Urban Area	1-2	2	*3 English
RI00004	International Economics and Public Policy	1-2	2	*4 English
RI00005	Applied International Trade	1-2	2	*4 English
RI00006	Public Administration and Management	1-2	2	*4 English
RI00007	International Human Resources Management	1-2	2	*4 English
RI00008	Geotechnical and Pavement design	1-2	2	*3 English
RI00009	Theory of Regional Planning	1-2	2	*3 English
RI00013	Advanced Theory of Disaster Prevention System	1-2	2	*3 English
RI00014	Environmental Risk Management for Infrastructure	1-2	2	*4 English
RI00016	Theory for Infrastructure Durability Design	1-2	2	*3 English
RI00017	Economic Development	1-2	2	*4 English
RI00020	Transportation System Engineering	1-2	2	*3 English
RI00021	Urban Transportation Planning	1-2	2	*3 English
RI00022	Urban Disaster Prevention	1-2	2	*4 English
RI00023	Water Disaster Prevention Engineering	1-2	2	*4 English
RI00024	International Public Administration	1-2	2	*4 English

RI00026	International Project Management Studio	1-2	4	*3 English
RI00027	Sustainable Health and Environment	1-2	1	*3 English

## (2) Practicum and Training Programs

Schedule code	Courses	Year taken	Credits	Notes
RI00102	Practicum and Training Program	1-2	4	*3 English

## (3)-Practical Project Learning

Schedule code	Courses	Year taken	Credits	Notes
RI00202	Practical Project Learning	1-2	2	*3 English

## (4) Seminars

Schedule code	Courses	Year taken	Credits	Notes
RI00301	Seminars	1-2	2	*4 English

## (5) Research & Guidance

Schedule code	Courses	Year taken	Credits	Notes
RI00401	Research & Guidance I	1-2	2	*3 English
RI00402	Research & Guidance II	1-2	2	*3 English

## (6) Preparatory Training Courses

Schedule code	Courses	Year taken	Credits	Notes
RI00901	Basic Japanese I	1-2	-	*3 English
RI00902	Basic Japanese II	1-2	-	*3 English
RI00903	Japanese Culture and History	1-2	-	*3 English
RI00904	Calculus and Linear Algebra	1-2	-	*3 English
RI00905	Introduction to Networks	1-2	-	*3 English
RI00906	Statistics	1-2	-	*3 English
RI00907	English for Academic Purposes	1-2	-	*3 English
RI00908	English Writing	1-2	-	*3 English
RI00909	Japan's Development Experience	1-2	-	*3 English

\*3. Can only be taken by Specialization in Infrastructure Management (IMP) students.

\*4 Students other than those taking Specialization in Infrastructure Management (IMP) who wish to enrol must apply to the Graduate School of Urban Innovation Office after obtaining the consent of the teacher in charge of the course and of their academic advisor.

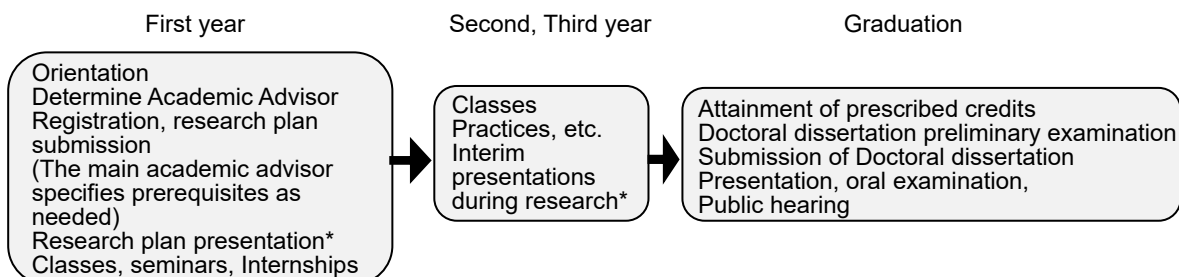
### III. Doctoral Program

#### III.-1. Steps from Research Planning and Registration to Graduation

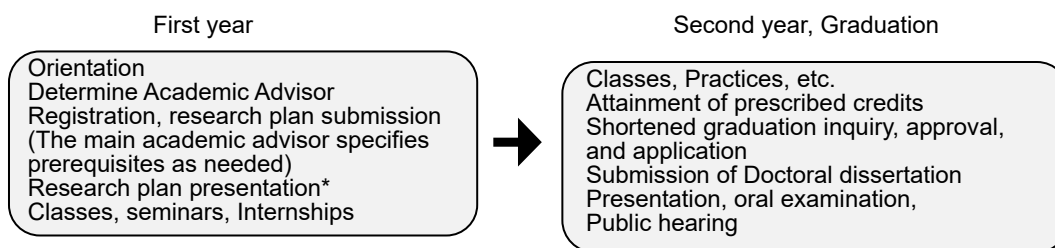
##### 1. Study Steps

“To study” is to actively learn on your own to master your subject. The steps for study in the IUI Doctoral Program are shown below. However, you will need to check yourself, as this will differ between departments and specializations.

##### Standard Graduation (Doctoral Program)



##### Early Graduation (Doctoral Program)

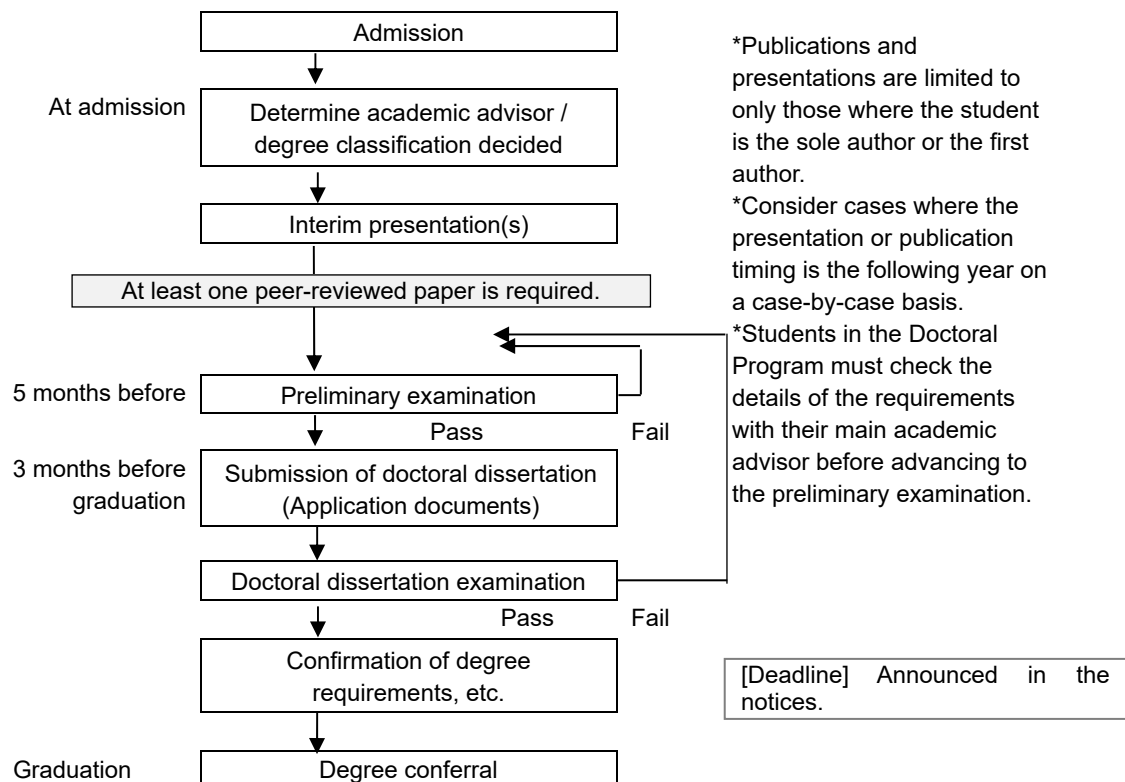


\*Check the timing with your academic advisor.



## 2. Steps to Degree Conferral

The steps until degree conferral in the IUI Doctoral Program are shown below. For details, check with each department or specialization.



### III.-2. Registration Method

#### (1) Degree Requirements

Matters	Requirements
Period of enrollment	At least 3 years in the Doctoral Program. However, students who are deemed to have achieved outstanding performance and who fulfill the requirements for Early Graduation may graduate after 3 years of graduate school (including the 2 years in the Master's Program for those who have spent at least 2 years in this program and graduated; including time spent at other graduate schools). In addition, those who have graduated from the Master's Program through Early Graduation and enter the Doctoral Program may, if they are deemed to have achieved outstanding performance and fulfill the requirements for Early Graduation may graduate after 3 years of graduate school (including the period in the Master's Program; including time spent at other graduate schools).
Credits required	[1] At least 20 credits obtained in the Doctoral Program in accordance with p.34, "III.-2.(3) Course Criteria." [2] Prerequisites and foreign language courses are not included.
Doctoral dissertation	The required research guidance has been obtained and a doctoral dissertation has been submitted and successfully examined.
GPA (Grade Point Average)	The GPA must be a minimum of 2.0 throughout the enrolled period. (Refer to p.3, "5. Grade Evaluations" for details of the GPA system.)

#### (2) Dissertation Evaluation Criteria

- [1] An appropriate research topic has been selected.
- [2] Logical and creative research has been carried out using appropriate research methods.
- [3] The standard is sufficient to contribute to the advancement of academic research in the field.

#### (3) Course Criteria

Course category	Credits	Notes
Practical courses	6 compulsory credits required	Both parts of practical courses that are split into two parts ("Off-Campus Practice in Urban Innovation I", "Off-Campus Practice in Urban Innovation II") must be taken. Note that students must take "Off-Campus Practice in Urban Innovation II" after "Off-Campus Practice in Urban Innovation I".  Urban infrastructure students are required to complete at least two of the following three courses: "Off-Campus Practice in Urban Innovation I", "Off-Campus Practice in Urban Innovation II", and "International Project Management Practice." (International students of Urban Infrastructure Field are required to complete at least two of the following four courses: "Off-Campus Practice in Urban

		<p>Innovation I", "Off-Campus Practice in Urban Innovation II", "International Project Management Practice.", and "International Infrastructure Practice in Basic Japanese")</p> <p>Note that students could take "Off-Campus Practice in Urban Innovation II" only after "Off-Campus Practice in Urban Innovation I".</p>
Advanced courses	At least 6 credits	<p>At least 6 credits must be taken.</p> <p>[1] If applying for accreditation for a Doctor of Engineering or Doctor of Philosophy in Engineering:</p> <p><u>At least 4 credits must be obtained</u> from advanced subjects (shown by the □ mark) for the Doctor of Engineering. (*Applies if the student is a member of an engineering department and intends to obtain a Doctor of Philosophy.)</p> <p>[2] If applying for accreditation for a Doctor of Philosophy:</p> <p><u>At least 4 credits must be obtained</u> from advanced subjects (shown by the ■ mark) for the Doctor of Philosophy.</p> <p>[3] Remaining credits:</p> <p>All advanced courses offered to students in the Doctoral Program at IUI.</p>
Advanced research training	8 compulsory credits required	<ul style="list-style-type: none"> <li>- This course is 2 credits per semester, and is to be taken over multiple semesters and years to earn the required minimum.</li> <li>- In principle, the course offered by your main academic advisor should be taken.</li> <li>- For Early Graduation, it is also possible to take courses offered by faculty members other than your main academic advisor.</li> </ul>
Total (number of credits required for graduation)	At least 20 credits	

### III.-3 Course Details

#### 1. Types of Courses

Course category		Contents
Practical courses	Off-Campus Practice in Urban Innovation I	<p>Credits are granted for a range of practical activities aimed at considering, supplementing, and expanding your research themes in the actual field.</p> <ul style="list-style-type: none"> <li>- These can include training at overseas institutions or in companies, volunteering at NPOs, implementation planning and design, design competition applications, social entrepreneurial practice, creative arts, community practice, Japan language education support, educational research, social research and analysis, archive maintenance, database construction, social communication of research results, but the activities for each of these research themes should be determined with the guidance of your main academic advisor.</li> <li>- “Off-Campus Practice in Urban Innovation I” and “Off-Campus Practice in Urban Innovation II” will be determined the same way, and the activities may be changed if needed.</li> <li>- Your activities plan is formulated under the guidance of your main academic advisor, but you may request the guidance of faculty members in other fields depending on how your activities change after they start.</li> </ul>
	Off-Campus Practice in Urban Innovation II	
	International Project Management Practice	<p>To discuss the meaning of urban infrastructure development and the mission of civil engineers, and to learn practically why it is necessary to manage urban infrastructure projects in your home countries and how to manage them.</p> <p>(This course is for students of the first academic year in Urban Infrastructure Field under Doctoral Program.)</p>
	International Infrastructure Practice in Basic Japanese	<p>To learn together about Japanese society, natural disasters, and basic Japanese language, and you will use the Japanese you have acquired to conduct highly specialized exercises in which you will introduce the problems and future prospects of cities in your home countries.</p> <p>(This course is for students of the first academic year in Urban Infrastructure Field under Doctoral Program.)</p>
Advanced courses		<p>To obtain the latest knowledge of cities and to clarify the position of your own research theme, at least 3 advanced subject courses given Doctoral Program faculty members must be taken during your time at the University.</p>
Advanced research training		Doctoral dissertation guidance.

Prerequisites	A prerequisites system has been established to complement students' basic knowledge. When the main academic advisor deems it necessary, a student must take one or more of the prerequisites to complement their basic knowledge. Students are informed individually of the courses they are required to take (in the Doctoral Program, these will be Master's Program courses, except for practical courses). Students who have not obtained the credits from the prerequisites they have been required to take will not be able to obtain the qualification to write their dissertation. Prerequisites are not included in the degree requirement credits.
---------------	--

## 2. List of Courses

(S=Spring Semester, F=Fall Semester, □=Doctor of Engineering, ■= Doctor of Philosophy)

Courses category	Schedule code		Courses	Year taken	Credits	Notes
Practical courses	S	WAPJ008	Off-Campus Practice in Urban Innovation I	1-3	3	Architectural Field
	S	WAPJ009	Off-Campus Practice in Urban Innovation I	1-3	3	Urban Culture Field
	S	WAPJ010	Off-Campus Practice in Urban Innovation I	1-3	3	Urban Infrastructure Field
	S	WAPJ011	Off-Campus Practice in Urban Innovation I	1-3	3	Humanities and Social Sciences Field
	F	WAPJ012	Off-Campus Practice in Urban Innovation I	1-3	3	Architectural Field
	F	WAPJ013	Off-Campus Practice in Urban Innovation I	1-3	3	Urban Culture Field
	F	WAPJ014	Off-Campus Practice in Urban Innovation I	1-3	3	Urban Infrastructure Field
	F	WAPJ015	Off-Campus Practice in Urban Innovation I	1-3	3	Humanities and Social Sciences Field
	S	WAPJ016	Off-Campus Practice in Urban Innovation II	1-3	3	Architectural Field
	S	WAPJ017	Off-Campus Practice in Urban Innovation II	1-3	3	Urban Culture Field
	S	WAPJ018	Off-Campus Practice in Urban Innovation II	1-3	3	Urban Infrastructure Field

	S	WAPJ019	Off-Campus Practice in Urban Innovation II	1-3	3	Humanities and Social Sciences Field
	F	WAPJ020	Off-Campus Practice in Urban Innovation II	1-3	3	Architectural Field
	F	WAPJ021	Off-Campus Practice in Urban Innovation II	1-3	3	Urban Culture Field
	F	WAPJ022	Off-Campus Practice in Urban Innovation II	1-3	3	Urban Infrastructure Field
	F	WAPJ023	Off-Campus Practice in Urban Innovation II	1-3	3	Humanities and Social Sciences Field
	S	WAPJ024	International Infrastructure Practice in Basic Japanese (For International Students)	1	4	Urban Infrastructure Field
	F	WAPJ026	International Project Management Practice	1	4	Urban Infrastructure Field
Advanced courses		WAT0003	Advanced Elasto-Plastic Analysis of Structures □	1-3	2	
		WAT0004	Advanced Dynamic Behavior of Building Structures □	1-3	2	
		WAT0005	Advanced Structural Design of Spatial Structures □	1-3	2	
		WAT0007	Advanced Ecological Design Method for Architectural Environment □	1-3	2	
		WAT0009	Advanced Theory of District Energy Conservation System Planning □	1-3	2	
		WAT0018	Advanced Planning Theory of Sustainable Housing and Communities □	1-3	2	
		WAT0012	Advanced Theory of Architectural History and Preservation in Japan □	1-3	2	
		WAT0014	Advanced Theory of Architectural Design □	1-3	2	
		WAT0015	Advanced Theory of Urban Design □	1-3	2	
		WAT0016	Advanced Theory of Approaches for Extending the Life of Built Environments □	1-3	2	
		WAT0017	Advanced Theory and History of European Architecture and Modern Architecture □	1-3	2	
		WAT0019	Advanced Theory of Urban Planning for Disaster Risk Reduction □	1-3	2	
		WAT0020	Advanced Limit Analysis of Building Structures□	1-3	2	
		WAT0021	Advanced Numerical Analysis of Thermal Environment □	1-3	2	
		WAT0022	Advanced Theory of Urban Regeneration □	1-3	2	
		WAT0103	Advanced Theory of Seismic and Durability Design □	1-3	2	
		WAT0104	Advanced Theory of Geotechnical Design □	1-3	2	
		WAT0105	Advanced Theory of Disaster Prevention System□	1-3	2	
		WAT0107	Advanced Theory of Environmental Processes in Inland and Coastal Waters □	1-3	2	
		WAT0108	Advanced Theory of Water Disaster Prevention Engineering □	1-3	2	

		WAT0109	Advanced Theory of Geosphere □	1-3	2	
		WAT0114	Advanced structural dynamics and its application to design □	1-3	2	
		WAT0118	Topics in Machine Learning □	1-3	2	
		WAT0119	Advanced Theory of Regional Planning □	1-3	2	
		WAT0120	Advanced Theory of Steel Structure Design □	1-3	2	
		WAT0121	Advanced Theory of Urban Transportation Planning □	1-3	2	
		WAT0122	Advanced Theory of Transportation System Engineering□	1-3	2	
		WAT0123	Modeling of concrete structure □	1-3	2	
		WAT0124	Advanced Theory of Urban Disaster Prevention □	1-3	2	
		WAT0125	Advanced Wind Resistance Design of Structure □	1-3	2	
		WAT0204	Special Lecture on Urban Arts B ■	1-3	2	
		WAT0205	Special Lecture on Literature and Culture ■	1-3	2	
		WAT0206	Advanced Theory of Popular Culture ■	1-3	2	
		WAT0207	Advanced Theory of Moving Image ■	1-3	2	
		WAT0208	Advanced Theory on Music and Culture ■	1-3	2	
		WAT0209	Advanced Theory of Sound Cultural Studies ■	1-3	2	
		WAT0210	Advanced Theory of Art, Media, and Culture ■	1-3	2	
		WAT0304	Advanced Seminar Work on Asian Society and Economics ■	1-3	2	
		WAT0306	Advanced Theory of Urban Policy ■	1-3	2	
		WAT0315	Advanced theory of contemporary society and culture■	1-3	2	
		WAT0316	Advanced Theory of Inter-Cultural Communication ■	1-3	2	
		WAT0317	Advanced Theory of urban communities■	1-3	2	
		WAT0318	Advanced Theory of Asian History ■	1-3	2	
		WAT0320	Advanced Social and Cultural Philosophy■	1-3	2	
		WAT0321	Advanced Cultural Anthropology■	1-3	2	
		WAT0322	Advanced Theory of Gender and Development■	1-3	2	
		WAT0323	Special Seminar on International Development Studies ■	1-3	2	
Advanced research training	S	WARE004	Advanced Research Training	1-3	2	Architectu ral Field
	S	WARE005	Advanced Research Training	1-3	2	Urban Culture Field
	S	WARE006	Advanced Research Training	1-3	2	Urban Infrastruct ure Field
	S	WARE007	Advanced Research Training	1-3	2	Humanitie s and Social Sciences Field
	F	WARE008	Advanced Research Training	1-3	2	Architectu ral Field

	F	WARE009	Advanced Research Training	1-3	2	Urban Culture Field
	F	WARE010	Advanced Research Training	1-3	2	Urban Infrastructure Field
	F	WARE011	Advanced Research Training	1-3	2	Humanities and Social Sciences Field



## IV. Course Registration Regulations (IUI)

### IV.-1. Handling of Courses Taken Prior to Entry to IUI

Courses taken before entry into the IUI are handled as follows for both the Master's Program and the Doctoral Program.

Applicant	Target Courses	Handling
Those who graduated or dropped out from other graduate schools (including overseas graduate schools)	Courses at that graduate school	On approval by the Faculty Council, up to a maximum of 15 credits total* will be accredited as credits required to graduate (main courses).  *A maximum of 20 credits in total for courses accredited under IV.-2.
Those who have graduated or dropped out of Yokohama National University undergraduate education.	YNU graduate school courses taken as an undergraduate.	
Credited auditors of IUI	Courses taken as a credited auditor in the IUI.	
Those who have transferred from other graduate schools (including overseas graduate schools)	Courses taken at that graduate school.	

[Note] Accredited courses are not included in GPA calculation.

[Note] If you wish to have courses accredited for the credits required for graduation, you must submit the Already Earned Credits Application to the IUI office. (Obtain this form directly from the IUI office.)

### IV.-2 Taking Courses Outside IUI (after Admission to IUI)

Non-IUI courses taken after entry into the IUI are handled as follows for both the Master's Program and the Doctoral Program.

Target Courses		Handling
At YNU	Undergraduate courses	Do not qualify as credits required for the degree.
	<ul style="list-style-type: none"> <li>• Courses from other graduate schools in YNU (Graduate School of Engineering, Graduate School of Environment and Information Sciences, Graduate School of International Social Sciences, Graduate School of Education) *</li> <li>• Courses of Certificate Programs</li> </ul>	On approval by the Faculty Council, a maximum of 15 credits* will be credited toward the required number of units to graduate (for Main courses, or Specialized courses in the case of Infrastructure Management Program (IMP), or Advanced courses in the case of Doctoral Program).  *A maximum of 20 credits in total for courses accredited under IV.-1.
Outside YNU	<ul style="list-style-type: none"> <li>• Courses from Partner Universities (including overseas graduate schools)</li> <li>• Courses of Certificate Programs</li> </ul>	

[Note] Accredited courses are not included in GPA calculation.

[Note] About taking courses in other graduate schools:

\*Obtain guidance from your main academic advisor and permission from the instructor in charge of the course before registering.

\*Only lecture-based courses can be taken.

\*Some graduate schools may only have a limited number of courses available, so check ahead of time with the Graduate School of Urban Innovation Office.

[Note] If you wish to have courses accredited for the credits required for graduation, you must submit the Unit Compatibility Certification Application to the IUI office. (Obtain this form directly from the IUI office.)

#### IV.-3 Taking Courses at IUI

##### 1. Taking Classes in both the Master's Program and the Doctoral Program

Program	Handling
Master's Program	With the guidance of your main academic advisor and approval from the instructor in charge of the course, it is possible to take specialist courses in the Doctoral Program. However, these credits will not be included in the credits needed for the master's degree.
Doctoral Program	Master's level courses are treated as prerequisites and do not qualify as credits required for the degree.

[Note] These courses are excluded from GPA calculation.

##### 2. Taking Prerequisites

Prerequisites are courses that need to be taken in order to supplement the basic knowledge needed to write a dissertation.

Program	Targets	Target Courses	Handling of credits
Master's Program	Those for whom the main academic advisor deems it necessary.	Undergraduate courses	- Do not qualify as credits required for the degree.
Doctoral Program		Master's Program courses (Excluding practical courses)	- These courses are also excluded from GPA calculation.

##### 3. Taking Foreign Language Courses

(1) IUI students can, depending on need (such as advice from an academic advisor), take foreign language courses (German, French, Spanish, Russian, Chinese, Greek, and Latin) offered for undergraduates (in principle, advanced classes only).

(2) These foreign language courses will not be accredited as credits required for the degree. They will also be excluded from GPA calculation.

#### IV.-4 Graduate General Education

(1) Graduate General Education refers to courses that are also offered to students at other graduate schools, among the courses available in graduate schools and Common Facilities for Research and Education. Details on these courses will be provided separately.

(2) Minor programs are instituted to provide opportunities for students to systematically study fields outside of their own major to cater to the comprehensive and interdisciplinary

requirements of society, and to the needs of the students. Minor programs consist of Graduate General Education courses, research courses, and courses established by the graduate schools. Students who have satisfied the program completion requirements will be issued certificates, and the name of the minor completed will be listed on their transcripts.

- (3) The enrollment requirements differ between minor programs. Check the details on the university website ([https://www.ynu.ac.jp/education/ynu\\_education/vice\\_special.html](https://www.ynu.ac.jp/education/ynu_education/vice_special.html) - Home > Education & Student Life > YNU Education > Minor Programs).
- (4) IUI students can enroll for Graduate General Education in accordance with necessity, such as when advised to enroll by academic advisors. When enrolling for Globalized Local Studies out of the courses available, it is necessary to enroll and register under the IUI common course code of RC00060. Those intending to obtain a certificate of completion in the minor program will not earn credits for their major subjects as part of the credits required for completion of their specialization.
- (5) Credits from the Graduate General Education courses are generally not counted as required credits for completing the degree. However, completing the procedures explained in “IV.-2 Taking Courses Outside IUI (after admission to IUI)” on p.41 with the permission of academic advisors enables the credits to be counted as required credits for completing the degree.

#### **IV.-5 Graduation Systems, etc.**

##### **1. Early Graduation System**

If the main academic advisor and the related academic advisors agree that a student meets the requirements for Early Graduation, then, with the approval of the Faculty Council, said student may graduate using the Early Graduation system.

[1] Master's Program	Students who are deemed to have achieved outstanding performance and who fulfill the requirements for Early Graduation may graduate after one year of graduate school.
[2] Doctoral Program	Students who are deemed to have achieved outstanding performance and who fulfill the requirements for Early Graduation may graduate after 3 years of graduate school (including the 2 years in the school for those who have spent at least 2 years in the Master's Program and graduated; including time spent at other graduate schools). In addition, those who have graduated from the Master's Program through Early Graduation in [1], and enter the Doctoral Program may, if they are deemed to have achieved outstanding performance and fulfill the requirements for Early Graduation may graduate after 3 years of graduate school (including the period in the Master's Program; including time spent at other graduate schools).

##### **2. Course Enrollments for Adult Students**

Article 14 of the Standards for the Establishment of Graduate Schools (MEXT) states that “Appropriate education to facilitate teaching and/or research guidance may be implemented in the evening or other times/periods if deemed especially necessary for educational purposes within any postgraduate course.” The Special Exception on Education specified in this Article applies to adult engineers or researchers who wish to take classes at graduate schools.

The details of this Special Exception are as follows.

- (1) In principle, daytime classes must be taken for one year of the total enrollment period (Master's

Program: 2 years, Doctoral Program: 3 years).

- (2) Special Exception courses are offered on weekday evenings (17:50 to 19:20), but it is possible to take classes at all hours offered, including the daytime.
- (3) In the Master's Program, so that the year spent solely in study can mainly be devoted to research, course plans must be made to allow the use of evening classes (17:50-19:20) to obtain the credits for the courses required for graduation. Therefore, it is better to limit classes taken in daytime classes during the period spent solely in study to those that are not offered in the evenings.
- (4) On admission, a study plan must be created with the guidance of the academic advisors that covers either 2 years (for the Master's Program) or 3 years (for the Doctoral Program).
- (5) If work pressures mean that it is not possible to complete the degree within the enrollment period, creating a study plan from the start that covers 3-4 years (for the Master's Program) or 4-6 years (for the Doctoral Program) should be considered.
- (6) All changes to the study plan made according to the Special Exception require permission to be sought and obtained.

### **3. Considerations for International Students**

#### **(1) Learning Japanese**

You can take the general education courses on Japanese, Japanese Society and Culture, and Japanese language courses held by the International Student Center. If you take these courses, you must take the International Student Center placement test. (However, credits from language courses are not counted for graduation requirements.)

#### **(2) Prerequisites**

If core knowledge is required in order to proceed with research, then prerequisites must be taken under the guidance of your academic advisor as shown on p.42, "2. Taking Prerequisites" under "IV.-3. Taking Courses at IUI."

#### **(3) Notes on study**

- [1] Students are recommended to take out personal insurance as needed, as they may encounter illness, accidents, or other unforeseen incidents during their study.
- [2] Scholarships for international students, housing, and welfare activities related to academic affairs are dealt with by the Student Support Division, Student Affairs and International Strategy Department. If you need to talk to someone, visit the Student Affairs and International Strategy Department or the Graduate School of Urban Innovation Office.
- [3] Each international student will be appointed a tutor for their first year in Japan. Tutors are there to be used, so discuss any problems with study, etc. with them. Discuss tutor appointment with your main academic advisor.

## V. Other

### V.-1. Academic Procedures

#### 1. Leaves of Absence, Reinstatement, Withdrawal

##### (1) Leaves of Absence

[1] Students wishing to take a leave of absence for illness or other reasons, you can submit the Leave of Absence Request cosigned by their parents or contact persons in accordance with the Yokohama National University Leave of Absence Permission Standards, obtain the University President's permission, and take leave until the end of that academic year.

Leave of absence requests may be submitted up to 10 days before the leave of absence start date. (Obtain this form directly from the IUI office ahead of time.)

[2] Students who are judged unable to continue their studies due to illness may be ordered to take a leave of absence. (See Article 22, Graduate School Regulations)

[3] Students whose reason for having their leave of absence granted remains valid even following the leave period's terminations may apply to an extension of the period. (To extend the leave of absence, obtain the form directly at the IUI office ahead of time and apply before the leave period is over.)

[4] Leaves of absence are not included in enrollment periods.

#### **【Yokohama National University Leave of Absence Permission Standards】**

Item 1. Permission for leaves of absence in accordance with the stipulations in Paragraph 4, Article 50 of the Yokohama National University Regulations ("the YNU Regulations") shall be granted to those who seek absences of 3 or more continuous months for any of the following reasons.

(1) When the student is sick or injured. (A medical certificate will be required.)

(2) When the student gives birth or when raising the children of the student (including those legally adopted) up until the day of their third birthday. (A childbirth medical certificate or similar will be required.)

(3) When it is difficult to meet academic expenses. (A statement of reasons and documentation of the claim will be required.)

(4) When the student must temporarily engage in the family business due to the death of the head of the household or similar. (A statement of reasons and documentation of the claim will be required.)

(5) When a family member requires nursing or long-term care. (Nursing: a statement of the reason and a medical certificate certifying this will be required. Long-term care: a statement of the reason and a certificate certifying this will be required.)

(6) When job-related requirements take precedence. (A certificate from the employer will be required.)

(7) When it has been deemed educationally beneficial to study at an overseas university, college, or graduate school. (Documents certifying the university, college, or graduate school and documents regarding the details of study will be required.)

(8) When the Faculty Council has accepted that there are other unavoidable reasons. (Documents certifying the reason will be required.)

Item 2. The reasons prescribed in Paragraph 2, Article 51 of the YNU Regulations and Paragraph 2, Article 22 of the Yokohama National University Graduate School Regulations shall only apply to the second item listed.

## (2) Reinstatement

- [1] When the grounds for your leave of absence no longer apply, you can return to classes with the permission of the University President. (Obtain this form directly from the IUI office ahead of time.)
- [2] When the grounds for your leave of absence no longer apply and you have been reinstated during a semester, you will have to pay tuition fees for that semester on a pro rata monthly basis.

## (3) Withdrawal

- [1] Students wishing to withdraw from the University must submit a detailed statement of the reason(s) cosigned by their parents or contact persons in the Withdrawal Request Form and obtain the permission of the University President. Withdrawal requests may be submitted up to 10 days before the withdrawal date. (Obtain this form directly from the IUI office ahead of time.)
- [2] Tuition fees will be levied for the semester in which you withdraw.
- [3] Students who withdraw must return their ID (student identification card, library card, etc.)

## 2. Applying to Other Universities

- (1) Students wishing to apply to other universities must submit the Application to Apply to Another University and obtain permission from the Dean of the IUI before sitting the entrance exams. (Obtain this form directly from the IUI office ahead of time.)
- (2) Those students that passed the other university's entrance exam must carry out withdrawal procedures promptly.

## 3. Submissions

Procedures	Required documents, etc.	Submit to
Transfer, change of name	Extract of family register	Student Affairs and International Strategy Department
Change of address of parents or contact persons		Student Affairs and International Strategy Department
Change of contact persons		Student Affairs and International Strategy Department
Change of student's address		Student Affairs and International Strategy Department
Change of student's permanent address		Student Affairs and International Strategy Department
Remaining overtime notification	This must be submitted by 16:00 on the day when remaining at the university later than 21:00 for research as part of a course. If this research will go all night or on a university holiday, this notification will serve in place of a Facility Use Request.	Graduate School of Urban Innovation Section

Absence form	When absent from class due to illness or other reasons, a medical certificate or detailed written explanation will be required.	Graduate School of Urban Innovation Section
--------------	---	---

\*International students should also report their changes of address to the Global Promotion Division.

#### **4. Issuing Certificates**

Certificates of enrollment, transcripts, certificates of expected completion, and student fare discount certificates are available from the automatic issuing machines.

Certificates in English are also available from the automatic issuing machines.

#### **5. Issuing Certificates Following Graduation**

##### **(1) When Applying Directly at the Office**

Fill in the specified Request for Certificate Issue form at the office. Note that these certificates cannot be issued immediately.

In principle, only the person named in the certificate(s) may apply. Bring personal identification to the office such as a driver's license, health insurance card, passport, etc. When applying via a proxy, you will also need a Letter of Proxy (any format) and the proxy's ID. The personal identification of the named person or their proxy (as well as a Letter of Proxy in that case) must be presented when collecting the certificates.

##### **(2) If Applying by Postal Mail**

Send a copy of the personal identification of the person named in the certificate(s) (if applying via a proxy, a Letter of Proxy (any format) as well as the IDs of both the named person and the proxy), the Request for Certificate Issue form, and a stamped self-addressed envelope. (All posted identification will be disposed of once the certificate(s) are issued.)

Check with the website for details of how to apply. (<https://www.ynu.ac.jp/english/index.html>  
TOP> Current Students > Academic Affairs > Issuance of Certificates and Transcripts  
Application for Graduates > Application for Graduates)

Or contact the IUI office by e-mail ([ses.daigakuin-urb@ynu.ac.jp](mailto:ses.daigakuin-urb@ynu.ac.jp)).

#### **6. Tuition Fee Payment and Non-Payment**

Tuition fees are collected in accordance with the Regulations on the Collection of Yokohama National University Tuition Fees and the Handling of Reminder Notices for Non-Payment, so remain aware of the dates for automatic payment, etc.