

Guide to Registration for Japanese language courses (2022 First Semester)

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Japanese language courses offered by the Education Center for Japanese Language and Culture

The Education Center for Japanese Language and Culture of the Institute for Liberal Arts and Sciences(ILAS) offers the following two types of Japanese language courses:

(1) Japanese Language Courses in the Liberal Arts and Sciences (ILAS) curriculum

The courses of the ILAS curriculum are credited and offered at Elementary I/II, Intermediate I/II levels which consist of the courses by specific skills such as conversation, listening comprehension, reading, writing, and 8H course (4 classes/week) or 4H course (2 classes/week) that aim for students to develop these four skills comprehensively, and Advanced level.

(2) Japanese Language Support Courses not included in the regular curriculum

Offering Introduction I/II, Intermediate I/II and Advanced and Business Japanese courses, they are designed for applicants to learn four skills (conversation, listening comprehension, reading, writing) in one class. These courses are not credited.

(Eligible student status for application)

Student Status		Courses of (1)	Courses of (2)	
Regular student	Under graduate student	○	○	
	Graduate student	○	○	
Non-Regular student	Research student	○ ✘	○	
	Exchange student	KUINEP student	○	○
		General Exchange Special Auditor (GEA)	○	○
		General Exchange Special Research student (GESR)	×	○
Researcher		×	○	

※ Only Research students who have been granted permission by their academic advisor to audit (1) Japanese language courses in the ILAS curriculum and have submitted an application for auditing through their graduate school or faculty's office to the ILAS can attend the courses of (1). Please consult your academic advisor before the registration begins and ask your graduate school/faculty's administrative office to submit the application for auditing to the ILAS.

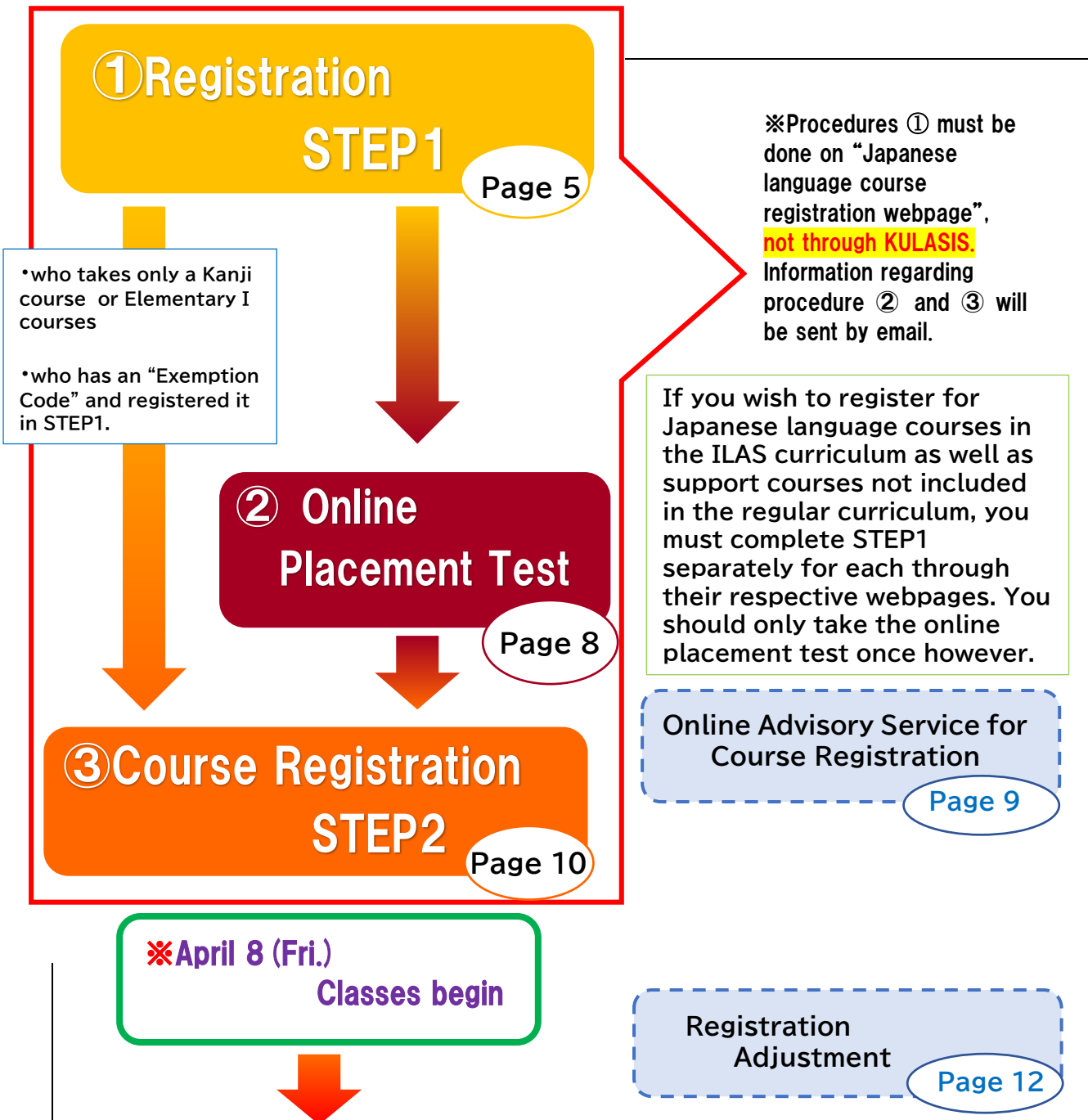
Research students who have completed the application process for auditing will be issued an Auditing Student (Japanese) number and your graduate school/faculty office will provide you with an "Auditing Student (Japanese) ID card".

**(1) Registration for
Japanese language courses
in the Liberal Arts and
Sciences curriculum**

(1) Flowchart of the registration for Japanese language courses in the Liberal Arts and Sciences (ILAS) curriculum

The following procedures ①~③ (or ①+③) are required to attend Japanese language courses.

※Attending Japanese language courses without the completion of Course Registration STEP2 is strictly forbidden.



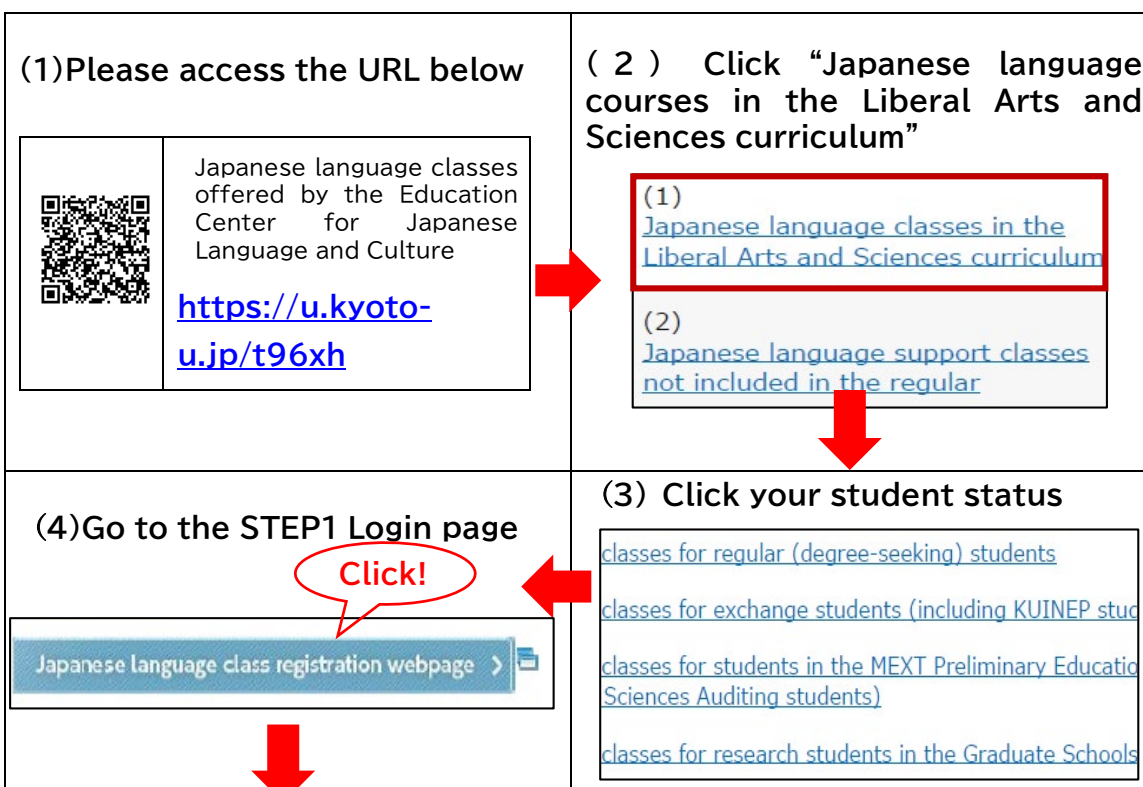
Registration finalized on April 28 (Thu.)

Registration STEP1

In STEP1, applicants register their own personal data such as name, faculty/graduate school, student status and e-mail etc.

Start : **March 7 (Mon.) 9:00**

Deadline: **March 13 (Sun.) 17:00**
(Japan Standard Time)



【STEP1 Login page】

日本語・日本文化教育センター全学共通科目日本語クラス受講申し込み Application for Arts and Sciences curriculum offered by the Education Center for Japanese Language and Center

■ [STEP1] ログイン Login

■ 注意事項 NOTICE

ログインID
Login ID

パスワード
Password

Login

※Enter the ID and password below

ID:	Japanese22
PW:	Spring1

[Registration STEP1]

パスワード作成 Create a password

新規パスワード作成 [必須] Required
 Create your password
 半角英数字のみ
 8文字以上16文字以下
 Input one byte English numbers and letters between 8 and 16.

入力例 Example) avBd16547
 numbers

(確認用) Re-enter
 このパスワードはSTEP2で必要になります。
 This password will be requested in STEP2.

Password

Set your own password.
 This password is necessary when you log in to the webpage for STEP2.

個人情報 Personal Information

氏名 Name
 名字と名前(スポーツに表記されているローマ字で入力してください。)
 Please fill in your name(family name & given name) in Roman
 However, do not use special characters.

名字 [必須] Required
 Last name(Family Name)

名前 [必須] Required
 First name(Given Name)

その他の名前 Middle name

漢字氏 Name
 available

国籍 [必須] Required
 Nationality
 ABC順に並んでいます。 Alphet order
 ----- 選択してください -----

性別 [必須] Required
 Gender
 男性 (Male) 女性 (Female)

生年月日 [必須] Required
 Date of Birth
 yyyymmdd
 入力例)19910102
 numbers

学部/研究科 [必須] Required
 Faculty/Institution
 並び順：大学院/研究所 > 学部 > その他
 Order : Graduate School/Institute > Facu
 ----- 選択してください -----

[必須] Required

"Required field to answer"

Student status

※Please check yours properly.

身分 [必須] Required
 Academic status

正規生 Regular Student

- 学部生 Undergraduate student
- 地球工学科国際コースの学部生 Undergraduate student in International Course of Earth Engineering
- Kyoto iUPの学部生 Kyoto iUP's undergraduate student
- 修士課程 Master's Program
- 博士課程 Doctoral Program

交換留学生 Exchange Student

- KUINEP STUDENT
- GEA-General Exchange Special Auditor
- 部局間交換留学生 Inter-departmental Exchange Student
- 上記以外の交換留学生 Exchange student other than above

その他学生 Other Students

- 研究生等 Research student etc.

学年 Academic Year
 年 Year (if applicable) 半角数字

学生番号 Student ID Number
) 012345

指導教員 Advisor
 入力

電話番号 Phone number
 - -

メールアドレス [必須] Required
 Email
 QQメールご利用の方へ：550エラーのため、QQメール以外からの送信ができません。QQメール以外の方へは、550エラーのため、QQメール以外からの送信ができません。To QQ mail users, our online registration system cannot be used because of 550 error, please register e-mail address using other mail service.
 入力例 Example) example@st.kyoto-u.ac.jp
 (確認用) Re-enter

Email address

※Important notice regarding the Japanese language course registration is given to the registered email account, so please open its in-box regularly.

★★IMPORTANT★★
 As for current students, be sure to register a student e-mail address "KUMOI" (@st.kyoto-u.ac.jp).

Only new students can register a personal email address (Gmail address is recommended) or an E-mail address using in their home university. Mobile email address may not be able to receive the emails.

These items are optional. Leave them blank if you are new student and you don't have them yet.



【Registration STEP1】

Q7. 受講を希望する日本語授業のレベルを次の中から選んでください。[必須] Required
Please indicate the level of Japanese class(es) you wish to take this semester. You may select the level(s) you wish to take.

漢字クラスのみ・初級I Kanji class only・Elementary I
 初級II以上 Elementary II or above

重要: プレースメントテスト免除IDをお持ちの方は入力してください。(IDは対象者にのみ配布しました)
IMPORTANT NOTICE: If you are exempt from the placement test, please fill in your exemption ID. (This ID was distributed only to those who are exempt from the placement test.)

*記入がない場合免除は適用されません。
If you don't fill in your exemption number, you will not be exempt from the placement test

入力例) z0001 Example) z0001 **半角数字** Single-byte numbers

重要: 現時点で、有効化されたECS-IDを持っていますか? [必須] Required
IMPORTANT NOTICE: At the moment, Do you have ACTIVE ECS-ID?
継続者のみならず、プレースメントテストの受験には、有効化されたECS-IDが必要です。
Only to continuing students.

日本文化教育センター 全学共通科目日本語クラス受講申し込み Application for Japanese Language Classes in Liberal Arts
You have to make your ECS-ID ACTIVE before the placement test.

<input type="radio"/> はい、有効化されたECS-IDを持っています。	Yes, I have my activated ECS-ID.
<input type="radio"/> いいえ、来学期からの新入生なので持っていません。	No, I don't have my ECS-ID because I am a new student starting next semester.

Confirm

Placement test not required ← Kanji class only・Elementary I
Placement test required ← Elementary II or above

Please check “Elementary II or above” if you consider taking the placement test.
(Refer to “Online Placement Test” on page 8)

Exemption Code

※Exemption code is to be notified to qualified students by email on March 2, 2022.
Leave the field blank if you have not received it.

ECS-ID

Applicants enrolling in April 2022 should check “NO”.

Click!

※STEP1 might not be completed successfully if you don't receive the auto email.
In that case, please do STEP1 again or contact immediately the ILAS Courses Student Desk:
A30kyomuj@mail2.adm.kyoto-u.ac.jp

Receiving an auto message...
STEP1 completed

Registration STEP1 completed
From: EC-JLC@mail2.adm.kyoto-u.ac.jp
To: xxxxxxxx@xxxxxx.xx.xx
Your online registration STEP1 has been completed...
Registration number : 00000xxxxx
*The last four digits of this number will be requested in the online placement test.

● A four-digit registration number in the message should be ready when you take the online placement test.

Online Placement Test

Period:	(Japan Standard Time) March 16 (Wed.) 9:00~March 18 (Fri.) 17:00 Inaccessible b/w 4:00 am and 6:00 am for maintenance
Answer time	80 minutes
Results:	To be announced on March 28 (Mon.) around 13:00 via email

Applicants:	Placement test
■ intending to take Elementary II or higher level courses	Required
■ who registered "Exemption Code" in STEP1	Not required
■ real beginners and intending to take only Elementary I courses	Not required
■ not having decided whether to take Elementary I or II	Required
■ intending to take only a Kanji class	Not required

- The online placement test is conducted using a web-based learning system called "PandA".
- A Few days before the test period, test takers will receive an invitation message to "PandA". Please read the message carefully before taking the test.

How to log in to "PandA" differs as follows according to the type of an email address you registered in STEP1 (Email Registration → Page 6)

◆【Current students】◆ Students who have registered e-mail address "KUMOI" (@st.kyoto-u.ac.jp)...

①Receive "PandA Site Notification" email. ✉	②Access the link described in the email. https://panda.ecs.kyoto-u.ac.jp	③Log in to "PandA" with your ECS-ID and Password, then go to the test page.
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◆【New students】◆ Students who have registered a personal email address or an email address using in your home university, and log in to "PandA" **for the first time**...

① You will receive "Welcome to PandA" email. ✉ Access the link described in the email.

•First name → 名 *

•Last name → 姓 *

•Set your own password → パスワード *

•Enter your own password again for confirmation → 確認パスワード *

•Click "アカウントを有効化してログイン" then access to PandA → アカウント有効化しログイン



② When you log in to PandA for the next time, use the registered email address in STEP1 and password which you set up in the procedure ①.

PandA URL:

<https://panda.ecs.kyoto-u.ac.jp/portal/>

※If you do not receive "Welcome to PandA" email, please contact immediately the ILAS Courses Student Desk.

※If you have ever taken a placement test with the same email address (as login ID) and activated your account at the past, please log in to PandA with the same password you set at that time. If you have forgotten your password, please contact immediately the ILAS Courses Student Desk.

Please be sure to have the four-digit registration number ready when you are going to take the test. (Registration number → Page 7)

Online Advisory service

Japanese language coordinators offer an online advisory service to the following applicants:

- who need to take classes in a level that differs from the result of the placement test
- who have attended the first lesson and felt uneasy about whether the course to take is suitable for own Japanese proficiency.

Make an online reservation in advance following the instructions given in the E-mail announcing the score of the placement test.

Platform for session:	Zoom
Online Advisory service ①	(1) March 30 (Wed.) (2) April 1 (Fri.)
	Online reservation period: (1) Mar. 29 (Tue.) 9:00 ~ Mar. 30 (Wed.) 9:00 (2) Mar. 29 (Tue.) 9:00 ~ Apr.1 (Fri.) 9:00
Online Advisory service ②	April 14 (Thu.) ※Before the advisory service, register the courses you assigned by the placement test in STEP2 by Apr. 4 (Mon.) 13:00. If your level change is approved, you can change to the courses with vacancies.
	Online reservation period: Apr. 8 (Fri.) 9:00 ~ Apr. 14 (Thu.) 15:00

Course Registration STEP2

(1) Applicants will receive the placement test score and an URL link to Course Registration STEP2 by email on March 29 (Tue.) around 13:00.

Start: March 29 (Tue.) 13:00
Deadline : April 4 (Mon.) 13:00 (Japan Standard Time)

【STEP2 Login page】

The email and password registered in STEP1 (Page 6) are required.

(2) Please click the course title to register.

Confirm your result (score and the assigned level) of the placement test.

[STEP2]履修科目登録 Register subjects
履修したいクラスをクリックして申込を行ってください。
Click the subject title which you want to take.

科目名(Class Title)	曜日(Day)	時間(Time)
R474001 Elementary Japanese I (Kanji)	Monday	10:30-12:00
R481001 Elementary Japanese II (Kanji)	Wednesday	10:30-12:00
R488001 Intermediate I (Kanji)	Friday	8:45-10:15
R486001 Intermediate Japanese I (8H course)	Monday & Tuesday	(Mon.) 13:00-14:30, 14:45-16:15 (Tue.) 13:00-14:30, 14:45-16:15
R492001 Intermediate Japanese IA (4H course)	Friday	13:00-14:30, 14:45-16:15
R487001 Intermediate J		
R489001 Intermediate J		
R490001 Intermediate J		
R491001 Intermediate Japanese I (customary)	Wednesday	10:30-12:00

8H course and 4H course count 4 and 2 classes respectively.

※The maximum number of Japanese language classes the following students can register for is 5 (10 credits). Please be careful not to register for more than 5 classes (10 credits).
 •Graduate students
 •Exchange students including KUINEP students
 •Research students



【Course Registration STEP2】

- (3) **Enter your student ID number every time you add a course to take.**
 ※Students enrolling in April 2022 are able to know their Student ID number in the “New Students’ Site” (Only for regular students), student ID card or ECS-ID notification.

履修科目登録 Class registration

科目名 Subject	R490001 Intermediate Japanese I (Listening)	曜日・時間 Timetable	Friday
----------------	---	--------------------	--------

学生番号
Student ID
[必須]
Required

!!注意!!CAUTION!!
 学生番号を正確に入力してください。学生番号が間違っているとKULASISに登録できません。
 Please type your student ID number correctly. The wrong student number can not be
 研究生は、「聴講生(日本語)」用の学生番号を入力してください。所属学部・研究科の学生
 Research students have to enter the student ID number used for AUDITING ST
 Otherwise your registration may not be completed properly.

continue to registration submit to registration

※Research students should enter an “AUDITING STUDENT (JAPANESE)” number as your student ID on course registration STEP2.

聴講生(日本語)登録証

<部局名(学科名は記載しない)>
 聴講生(日本語)番号: E090
 氏名:
 生年月日:
 有効期限:
 上記の者は、全学共通科目日本語の聴講が認められてい
 る。

令和元年 10 月 1 日
 京都大学国際高等教育院

When you register another one, please click “Continue to registration” and go back to the list.

Registered subjects

科目名(Class Title)	曜日(Day)	時間(Time)
R480001 Intermediate I (Kanji)	Friday	8:45-10:15
R492001 Intermediate Japanese IA (4H course)	Friday	14:45-16:15, 16:30-18:00

At last, click “Submit to registration”.

area34.smp.ne.jp の内容

送信後の修正はできません。修正の必要が生じた場合は国際高等教育院全学共通科目学生窓口へ連絡してください。
 You are not able to make modifications after sending the form. Please contact ILAS Courses Student Desk in the event that you require to make modifications.

OK

キャンセル

Click “OK” to complete the registration.

When you need to make modifications, [send a message to A30kyomuj@mail2.adm.kyoto-u.ac.jp](mailto:A30kyomuj@mail2.adm.kyoto-u.ac.jp) or [come to the office of ILAS Course Student Desk.](#)

As a measure of preventing the spread of the Covid-19, after Course Registration STEP2, when a course is oversubscribed, its participants will be selected by a lottery.

If a lottery is conducted, students who are not selected at the lottery can apply for other courses with vacancies within their assigned level from Apr. 5 (Tue.) 18:00 to Apr. 6 (Wed.) 9:00 (details will be announced separately).

Registration Adjustment

Adjustment period:	<p>① April 8 (Fri.) 8:30 ~ April 14 (Thu.) 18:45 ※Except for Saturday and Sunday</p> <p>② April 18 (Mon.) 8:30 ~ April 20 (Wed.) 13:00</p> <p>③ April 25 (Mon.) 8:30 ~ April 26 (Tue.) 8:30 ※Only cancellation will be accepted during the adjustment period③.</p>
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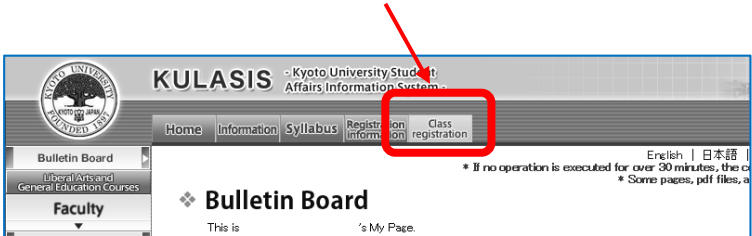
During this period, students who have completed Course Registration STEP2 by September 28 can make the following requests:

<ul style="list-style-type: none"> ■ Cancellation of the registered courses ■ Add or change the registered courses <p style="background-color: yellow; padding: 2px;">※Only the courses with vacancies are allowed to be added on a first-come, first-served basis.</p> <p style="background-color: yellow; padding: 2px;">※Request for changing the level assigned by the placement test is unaccepted at this time.</p> <p style="background-color: yellow; padding: 2px;">※Only cancellation will be accepted during the adjustment period③. Adding and changing the course will not be accepted.</p>	<p>How to apply will be announced by the following email address before the period begins.</p> <p>A30kyomuj@mail2.adm.kyoto-u.ac.jp</p> <p>Follow the instruction described in the email.</p>
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Registration Confirmation on KULASIS

Confirm the registration status **on your own KULASIS account.**

**April 7 (Thu.) Evening
(Japan Standard Time)**



★ Regular (degree-seeking) students need to finalize your courses during Course registration period and Class registration confirmation/revision

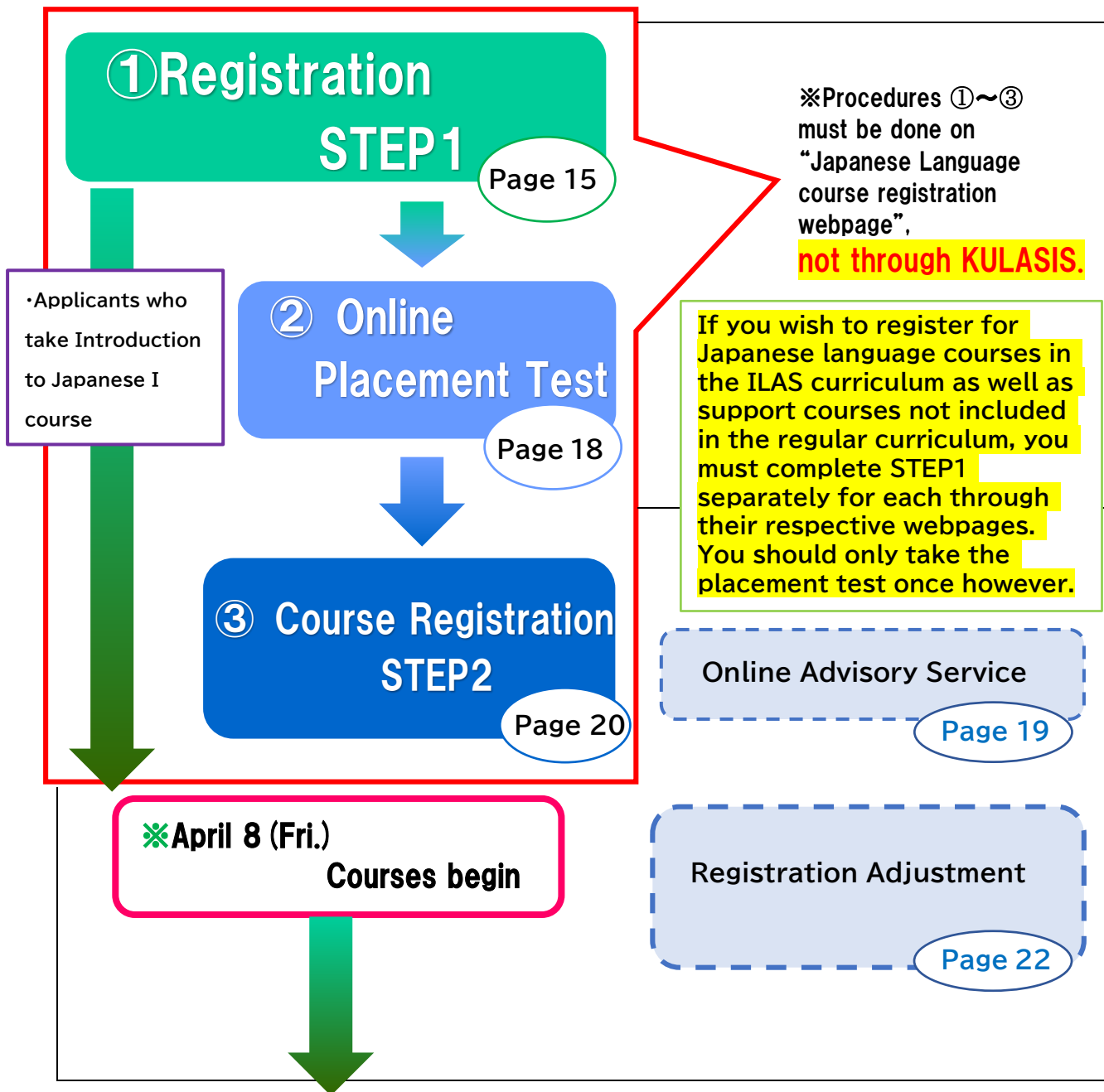
Registration finalized on April 28 (Thu.)

**(2) Registration for
Japanese language support
courses not included in the
regular curriculum**

(2) Flowchart of the registration for Japanese language support courses not included in the regular curriculum

The following procedures ①~③ (or ①) are required to attend Japanese language support courses not included in the regular curriculum.

※Attending Japanese language courses without registration is strictly forbidden.



Registration Finalized on April 20 (Wed.)

Registration STEP1

In STEP1, Applicants register their own personal data such as name, faculty/graduate school, student status and email etc.

Start : **March 7 (Mon.) 9:00**

Deadline: **March 13 (Sun.) 17:00**
(Japan Standard Time)

(1) Please access the URL below



Japanese language classes offered by the Education Center for Japanese Language and Culture

<https://u.kyoto-u.jp/t96xh>

(2) Click “Japanese language support courses not included in the regular curriculum”.

(1) [Japanese language classes in the Liberal Arts and Sciences curriculum](#)

(2) [Japanese language support classes not included in the regular](#)

(3) Go to the STEP1 Login Page

Japanese language class registration webpage >

Click!

【STEP1 Login page】


京都大学
 KYOTO UNIVERSITY

課外の日本語学習支援講座申込 Application for Japanese Language Classes not incl

[STEP1] ログイン Login
 注意事項 NOTICE

※Enter the ID and password below

ID:	Support22
PW:	Spring1

ログインID Login ID	<input type="text"/>
パスワード Password	<input type="text"/>

Login

【Registration STEP1】

パスワード作成 Create a password

新規パスワード作成 [必須] Required
Create your password
半角英数字のみ
8文字以上16文字以下
Input one byte English numbers and letters between 8 and 16.

入力例 Example) avBd165fy

(確認用) Re-enter

このパスワードはSTEP2で必要になります。
This password will be requested in STEP2.

Password

Set your own password.
This password is necessary when you log in to the webpage for STEP2.

個人情報 Personal Information

氏名 [必須] Required
Name

名字 [必須] Required
Last name(Family Name)

名前の [必須] Required
First Name

その他の名前 [必須] Required
Middle name

国籍 [必須] Required
Nationality

性別 [必須] Required
Gender

生年月日 [必須] Required
Date of Birth

学部/研究科 [必須] Required
Faculty/Institution

[必須] Required

“Required field to answer”

Student status

※Please check yours properly.

身分 [必須] Required
Academic status

正規生 Regular Student

- 学部生 Undergraduate student
- 地球工学科国際コースの学部生 Undergraduate in Engineering
- Kyoto iUPの学部生 Kyoto iUP's undergraduate student
- 修士課程 Master's Program
- 博士課程 Doctoral Program

交換留学生 Exchange Student

- KUINEP STUDENT
- GEA-General Exchange Special Auditor
- 部局間交換留学生 Inter-departmental Exchange student
- 上記以外の交換留学生 Exchange student (other)

その他学生 Other Students

- 研究生等 Research student etc.

Email address

※Important notice regarding the Japanese language course registration is given to the registered email account, so please open its in-box regularly.

★★IMPORTANT★★

As for current students, be sure to register a student e-mail address “KUMOI” (@st.kyoto-u.ac.jp).

Only new students and researchers can register a personal email address (Gmail address is recommended) or an E-mail address using in their home university. Mobile email address may not be able to receive the emails.

学年 Academic Year

学生番号 Student ID Number

指導教員 Advisor

電話番号 Phone number

These items are optional. Leave them blank if you are new student and you don't have them yet.

メールアドレス [必須] Required
Email

入力例 Example) xxxxxxxx

(確認用) Re-enter



【Registration STEP1】

※<Applicants for Introduction to Japanese I course >

Please choose Wednesday or Thursday course and then the registration is completed.

※Please check "Introduction to Japanese II or above" to take the placement test.

(Refer to "Online Placement Test" on page 18)

Q7. あなたは今学期どのレベルの日本語授業の受講を希望していますか。 Which level do you want to take this semester?

[必須] Required

入門Iレベル Introduction to Japanese I level	<input type="radio"/> Introduction to Japanese I Wednesday Course (※same content as Thursday's) <input type="radio"/> Introduction to Japanese I Thursday Course (※same content as Wednesday's)
入門II以上 Introduction to Japanese II or above. Business Japanese Course is for Advanced level applicants.	<input type="radio"/> Introduction to Japanese II or above

重要:現時点で、有効化されたECS-IDまたはSPS-IDを持っていますか? [必須] Required

在学生/研究者のみなさんへ。プレースメントテストの受験には、有効化されたECS-ID/SPS-IDが必要です。

IMPORTANT NOTICE: At the moment, Do you have active ECS-ID or SPS-ID?

Only to current students/researchers,

Activated your ECS-ID will be required on the placement test.

Yes, I have an activated ECS/ SPS-ID.

No, I don't have my ECS/ SPS-ID.

ECS-ID/SPS-ID

Applicants enrolling in April 2022 should check "NO".

確認(Confirm)

Click!

Receiving an auto message...

STEP1 completed

```

Registration STEP1 completed^
From:ECJLC@mail2.adm.kyoto-u.ac.jp^
To:xxxxxxxx@xxxxxx.xx.xx^
^
Your online registration STEP1 has been completed...
=====↓
Registration number : 00000XXXX^
*The last four digits of this number will be requested ^
in the online placement test.↓
=====↓
    
```

● A four-digit registration number in the message should be ready when you take the online placement test.

※STEP1 might not be completed successfully if you don't receive the auto mail.

In that case, please do STEP1 again or contact immediately the ILAS Courses Student Desk:

A30kyomuj@mail2.adm.kyoto-u.ac.jp

Online Placement Test

Period:	(Japan Standard Time) March 16 (Wed.) 9:00~March 18 (Fri.) 17:00 Inaccessible b/w 4:00 am and 6:00 am for maintenance
Answer time:	80 minutes
Results:	To be announced on March 28 (Mon.) around 13:00 via email

Applicants:	Placement test
■ intending to take introduction II or higher level courses	Required
■ real beginners and intending to take only Introduction I course	Not required
■ not having decided whether to take Introduction I or II	Required

•The online placement test is conducted using a web-based learning system called “Panda”.

•A few days before the test period, test takers will receive an invitation message to “Panda”. Please read the message carefully before taking the test.

How to log in to “Panda” differs as follows according to the type of an email address you registered in STEP1 (Email Registration → Page 16)

◆【Current students】◆ Students who have registered e-mail address “KUMOI” (@st.kyoto-u.ac.jp)...

①Receive “Panda Site Notification” email. ✉	②Access the link described in the email. https://panda.ecs.kyoto-u.ac.jp	③Log in to “Panda” with your ECS-ID and Password, then go to the test page.
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◆【New students】◆ Students who have registered a personal email address or an email address using in your home university, and log in to “Panda” **for the first time**...

① You will receive “Welcome to Panda” email. ✉ Access the link described in the email.

•First name

•Last name

アカウント有効化

ログインユーザID: xxxxx

待つ私はPandaのアカウントをすでに一つ所有しています

名*

姓*

パスワード*

確認パスワード*

アカウント有効化しログイン

•Set your own password

•Enter your own password again for confirmation

•Click “アカウントを有効化してログイン” then access to Panda





② When you log in to Panda for the next time, use the registered email address in STEP1 and password which you set up in the procedure ①.

Panda URL:

<https://panda.ecs.kyoto-u.ac.jp/portal/>

※If you do not receive "Welcome to Panda" email, please contact immediately the ILAS Courses Student Desk.

※If you have ever taken a placement test with the same email address (as login ID) and activated your account at the past, please log in to Panda with the same password you set at that time. If you have forgotten your password, please contact immediately the ILAS Courses Student Desk.

Please be sure to **have the four-digit registration number ready when you are going to take the test.** (Registration number → Page 17)

Online Advisory service

Japanese language coordinators offer an online advisory service to the following applicants:

- who need to take a course in a level that differs from the result of the placement test
- who have attended the 1st class and felt uneasy about whether the course to take is suitable for own Japanese proficiency.

Make an online reservation in advance following the instructions given in the E-mail announcing the score of the placement test.

Platform for session:	Zoom
Online reservation period:	April. 15 (Fri.) 9:00 ~ April. 17(Sun.) 18:30
Advisory service period:	April 18 (Mon.)

※Before the advisory service, register the courses you assigned by the placement test in STEP2 by Apr. 4 (Mon.) 13:00. If your level change is approved, you can change to the courses with vacancies.

Course Registration STEP2

(1) Applicants will receive the placement test score and an URL link to course registration STEP2 by email on March 29 (Tue.) around 13:00.

Start: **March 29 (Tue.) 13:00**

Deadline: **April 4 (Mon.) 13:00**

(Japan Standard Time)

【STEP2 Login page】

 京都大学 KYOTO UNIVERSITY	
日本語・日本文化教育センター日本語クラス受講申し込み Application for Japanese Language Classes offered by Center for Japanese Language and Culture	
■ [STEP2] ログイン Login	
申請時に登録したPCメールアドレス E-mail address (PC) you registered when you applied	<input type="text"/>
申請時に作成したパスワード Password you created when you applied	<input type="password"/> <small>パスワードを忘れた方 Forget</small>
<input type="button" value="Login"/>	

The email and password registered in STEP1 (Page 16) are required.



【Course Registration page】

(2) The course assigned by the score of the placement test is indicated in this page.

申込番号 Registration number	○○○○○○×	お名前 Name	○○○○○○○○
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試験結果 Test result			
クラス Class	中級II Intermediate II	点数 Score	80点



Confirm your result (score and the assigned level) of the placement test.

【Course Registration STEP2】

受講講座登録 Class registration

各講座の詳細は日本語・日本文化教育センターHPをご参照ください。

As for the class information, please refer to the following website of the Education Center for Japanese Language and Culture

<http://www.z.k.kyoto-u.ac.jp/introduction/education-center-for-japanese/japanese-language-classes/learning-support>

プレースメントテストで上級及び超上級と判定された方は、上級クラスに加えて、ビジネス日本語（上級レベル相当）に登録することも可能です。

If you got advanced or Upper-advanced level on the placement test, you can take Advanced Japanese course and Business Japanese.

(Business Japanese class is equivalent level to Advanced Japanese course.)

■ Set the check box "on".

Click the "Send" to submit the registration at last.

中級IA Intermediate to Japanese IA ←左のチェックボックスをオンにし、下記いずれかのクラスを選んでください。←Switch on the checkbox and then choose one of classes below.

Fri. 14:45-16:15 Face-to-face class at Yoshida Campus

Fri. 13:00-14:30 Online class for those studying at Katsura and Uji Campus

Send

●For the Intermediate I course, choose "Face-to-face class at Yoshida Campus" or "Online class※" (They are separate courses with different timetables.).

※Students should take the online classes with their own devices.

As a measure of preventing the spread of the Covid-19, after Course Registration STEP2, when a course is oversubscribed, its participants will be selected by a lottery.

If a lottery is conducted, students who are not selected at the lottery can apply for other courses with vacancies within their assigned level from Apr. 5 (Tue.) 18:00 to Apr. 6 (Wed.) 9:00 (details will be announced separately).

Registration Adjustment

If you want to cancel the courses you registered for, send a message to A30kyomuj@mail2.adm.kyoto-u.ac.jp during the following periods.

※Changing the course may be allowed on a first-come, first-served basis only if there is room for more students.

① April 8 (Fri.) 8:30 ~ April 14 (Thu.) 18:45

※Except for Saturday and Sunday

② April 18 (Mon.) 8:30 ~ April 20 (Wed.) 13:00

Contact details:

ILAS Japanese Language Courses
Administration Office

TEL: [075-753-9597](tel:075-753-9597) or [9586](tel:075-753-9586)

E-mail: A30kyomuj@mail2.adm.kyoto-u.ac.jp

Video chat is also available during the following period.

Please join us from the link below:

whereby.com/japanesecourseinquirydesk

Available on weekdays only

from March 1st to April 28th

at:

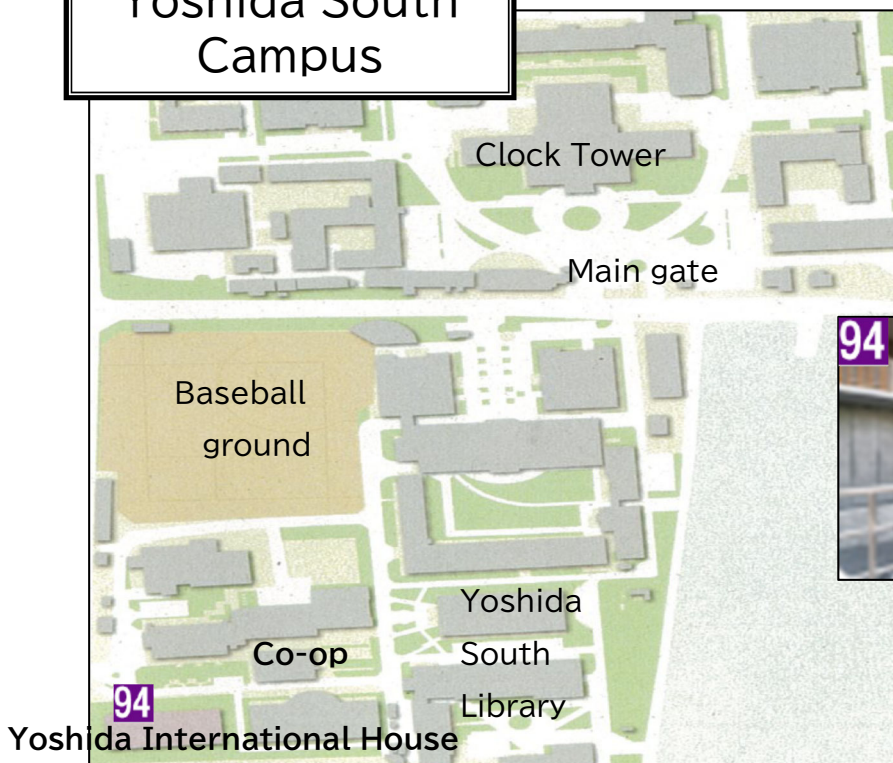
① 9:00-10:00

② 12:00-13:00

③ 15:00-17:00

in Japan Standard Time

Yoshida South Campus

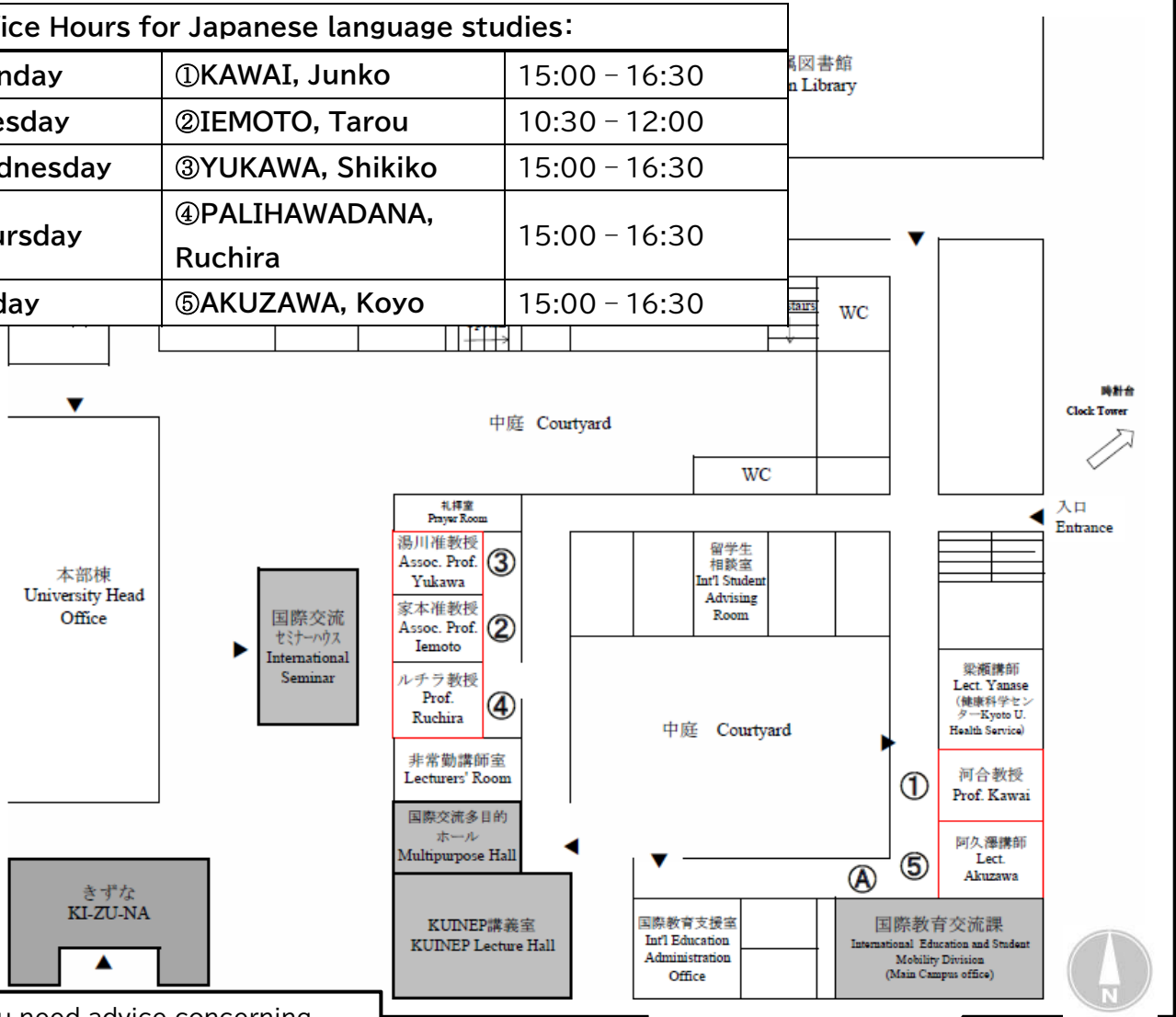


Yoshida International House

Yoshida International House

Office Hours for Japanese language studies

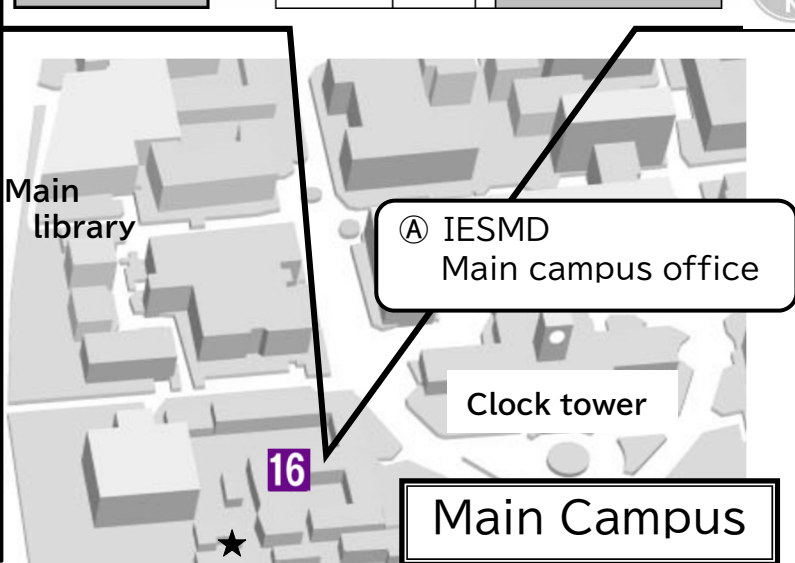
Office Hours for Japanese language studies:		
Monday	①KAWAI, Junko	15:00 - 16:30
Tuesday	②IEMOTO, Tarou	10:30 - 12:00
Wednesday	③YUKAWA, Shikiko	15:00 - 16:30
Thursday	④PALIHAWADANA, Ruchira	15:00 - 16:30
Friday	⑤AKUZAWA, Koyo	15:00 - 16:30



If you need advice concerning your Japanese language studies, you may consult Japanese coordinators during their office hours.

※Under the preventive policy of the COVID-19 cluster infection outbreak, consultation is to be offered online.
 Please contact in advance:
A30kyomuj@mail2.adm.kyoto-u.ac.jp

“Face to face” session in office hours is suspended for the time being.



★Student lounge “Kizuna”

Regarding the upcoming semester's Japanese language courses

How the Japanese language courses of the ECJLC are conducted in the First Semester of the AY2022 is going to be decided based on the guidelines for "Kyoto University's Level of Activity Restriction to Prevent the Spread of the Novel Coronavirus (COVID-19)." While continuing to offer face-to-face classes, online instruction will be provided to those who are unable to attend the classes on KU's campus for the reasons related to the COVID-19 cases, such as being affected by travel restrictions imposed by Japanese authorities, having underlying diseases. The details will be announced separately.

【Format of online instruction】

- The ECJLC is planning to stream live face-to-face classes held on campus via zoom. That will be a "hybrid" type with students attending the face-to-face class on KU's campus.

- ※Please ensure that you will be able to attend the courses online with stable network services while taking ECJLC's Japanese courses from overseas.

For the applicants for Japanese Language courses in ILAS curriculum, if you need to take classes online semester-round due to the reasons such as having a preexisting condition or living with an elderly person who has pre-existing disease, please be sure to contact your graduate school/faculty office for the application for special provisions.

Depending on the status of the spread of infection, there is a possibility that the classes will change to fully online.

Please check regularly the COVID-19 updates on Kyoto University's official website. Also please pay attention to notices from ECJLC of ILAS.
<https://www.kyoto-u.ac.jp/ja/about/foundation/coronavirus>

For inquiries about Japanese language courses, please contact:

E-mail: A30@kyomuj@mail2.adm.kyoto-u.ac.jp

TEL: +81-(0)75-753-9597 or +81-(0)75-753-9586

FAQ

- Q1. I suppose I will be unable to come to Japan before the classes start on April 8 due to travel restrictions. Is it possible to apply for Japanese language courses?
- A1. If your enrollment at Kyoto University on April 1 is definitely confirmed, you can apply for the Japanese language courses. Online instruction will be provided to those who are unable to attend the face-to-face classes for the reasons related to the COVID-19 cases, such as being affected by travel restrictions imposed by Japanese authorities, having underlying diseases, etc. (refer to P.25). If you postpone or cancel the enrollment at Kyoto University on April 1, you are not eligible to apply for the Japanese language courses.
- Q2. Do I need to buy the assigned textbook even though I attend the course online from overseas?
- A2. The participants in the Japanese language courses are in charge of procuring their assigned textbook in any case.
【For the online participants from overseas】
Please purchase the textbook in an online shop. If it is not available in the country you stay, ask the lecturer of each course.
- Q3. I should receive “Welcome to PandA” message since I registered my personal email address in STEP1. But I cannot find it. What should I do?
- A3. Firstly, please check the junk box and promotion mailbox of your email account. If you still don't find it anywhere, please contact us. On the other hand, those who have ever activated PandA account with the same email address (as login ID) at the past placement test will not receive the welcome message this time. In such a case, please log in to PandA with the same password you had set during the activation for the last time. (refer to P.9 or P. 19).
- Q4. I log in to PandA with my ECS-ID since I am a current student. But I cannot find the placement test on my PandA account.
- A4. This is because you registered your personal email address in STEP1. In this case, log in to PandA again with your personal email address and the password you set during the account activation (refer to P.8 or P. 18).

- Q5. There was an internet shutdown while I was taking the placement test. Then I scored 0(zero). What should I do in such a case?
- A5. There is a possibility that you may be able to retake the placement test. Please contact us immediately.
- Q6. Before the Course Registration STEP2 starts, I would like to know the contents and the instructor of each course.
- A6. Please search the syllabus of each course from the following page by yourself.
- (1) Japanese language courses in the Liberal Arts and Sciences curriculum
<https://www.z.k.kyoto-u.ac.jp/zenkyo/syllabus>
 - (2) Japanese language support courses not included in the regular curriculum
<https://www.z.k.kyoto-u.ac.jp/download/japanese-language/6.pdf>
- Q7. In STEP2, I was going to apply for multiple courses. But the application was closed down just after I signed up for one course. How can I apply for more courses?
- A7. Your application was closed because you had finalized STEP2 by clicking “Submit to registration”. In that case, contact us to cancel the finalization. Then you will be able to apply for more. Please click “Submit to registration” after selecting all courses you want to register for.
- Q8. I want to apply for the course that has already been oversubscribed. Can I enter in a waiting list?
- A8. We have no waiting list for the Japanese language courses registration. Before the registration adjustment period starts, we will let applicants know if there are available courses due to the cancellation. To apply for these courses, please refer to “Registration Adjustment” on page 12 or 22.
- Q9. I am a research student. Am I eligible to take Japanese language courses?
- A9. Yes, you are. However, you need to obtain permission you’re your supervisor and apply for auditing Japanese language courses through your graduate school or faculty’s administrative office before the Registration STEP1 begins (refer to P.2).