Guide to Registration for Japanese Language Courses （2022 Second Semester）

Index

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	Undergraduate student		〇	〇
	Graduate student		〇	〇
Non-Regular student	Research student		〇 ※	〇
	Exchange student	KUINEP student GEA student	〇	〇
		Special auditor	〇	〇
		General Exchange Special Research student（GESR）	×	〇
Researcher			×	〇

※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 STEP1 begins and ask your graduate school/faculty's administrative office to submit the application for the 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".

Course Implementation Guideline

The Japanese language courses in the second semester of AY 2022 will, in principle, be conducted in person while taking all possible measures to prevent the spread of the novel coronavirus.
However, for those who have a condition that makes it difficult for them to attend face-to-face classes on campus, such as having an underlying medical condition that put them at greater risk of serious complications if infected with the novel coronavirus, consideration will be given to allow them to attend classes online or through other alternative methods.

【For the Japanese language courses in the ILAS Curriculum】
Please be sure to contact your graduate school/faculty office if you need to attend classes online all semester for the reasons of having underlying condition or living with an elderly person with underlying condition.

Depending on the status of the spread of infection, there is a possibility that the guideline will change.
Please check regularly the novel coronavirus updates on KULASIS or Kyoto University's official website at:
https://www.kyoto-u.ac.jp/en/about/safety/coronavirus

 For inquiries about Japanese language courses, please contact "Japanese Education Section" of the International Students Division (ISD).
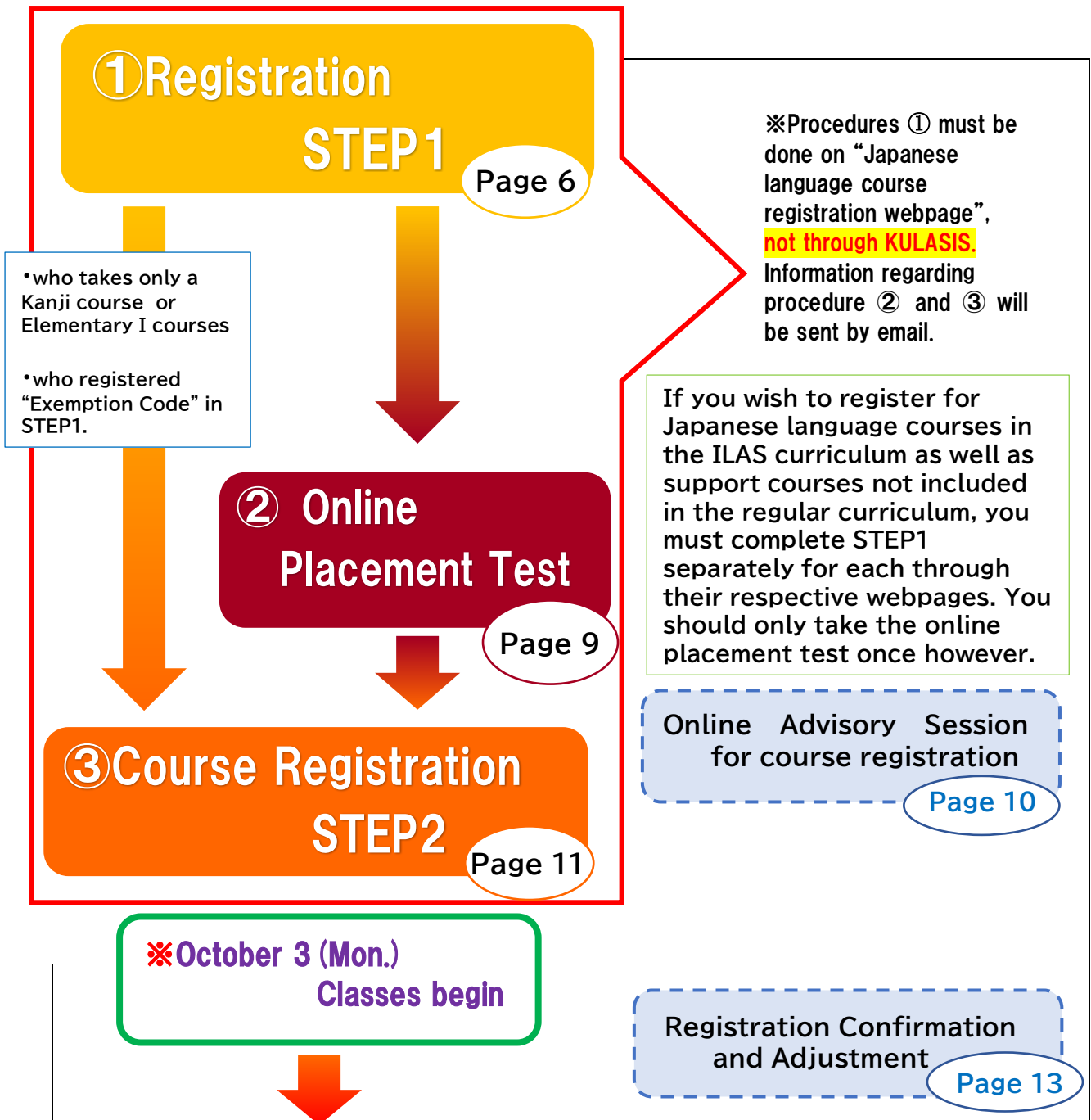　E-mail: A30@kyomuj@mail2.adm.kyoto-u.ac.jp
　TEL: +81-(0)75-753-9597 or +81-(0)75-753-9586

（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.

①Registration STEP1
Page 6

・who takes only a Kanji course or Elementary I courses

・who registered "Exemption Code" in STEP1.

② Online Placement Test
Page 9

③Course Registration STEP2
Page 11

※October 3 (Mon.) Classes begin

※Procedures ① must be done on "Japanese language course registration webpage", not through KULASIS. Information regarding procedure ② and ③ will be sent by email.

If you wish to register for Japanese language courses in the ILAS curriculum as well as support courses not included in the regular curriculum, you must complete STEP1 separately for each through their respective webpages. You should only take the online placement test once however.

Online Advisory Session for course registration
Page 10
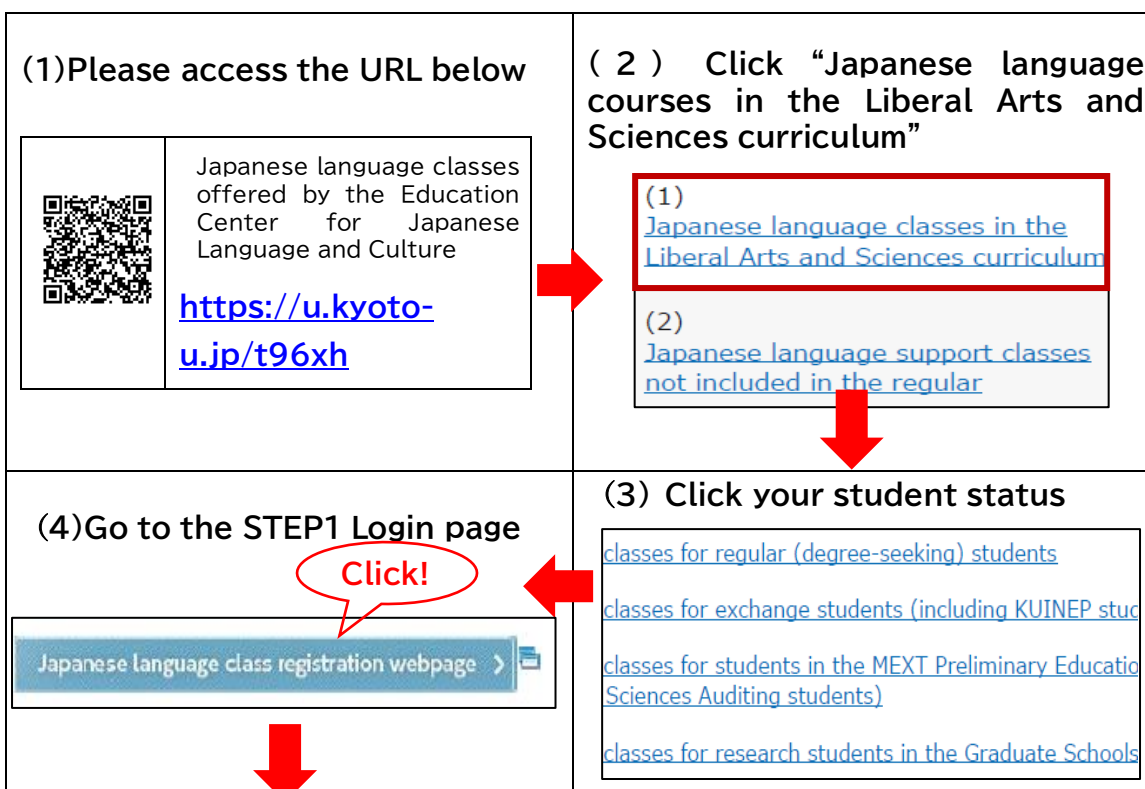
Registration Confirmation and Adjustment
Page 13

Registration finalized on October 24 (Mon.)

Registration STEP1

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

Open : September 5（Mon.）13:00	
Deadline: September 11（Sun.） 13:00 （Japan Standard Time）	

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(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 courses in the Liberal Arts and Sciences curriculum"

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

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

(4)Go to the STEP1 Login page

Click!

Japanese language class registration webpage ＞

（3） Click your student status

classes for regular (degree-seeking) students

classes for exchange students (including KUINEP stud

classes for students in the MEXT Preliminary Educatio Sciences Auditing students)

classes for research students in the Graduate Schools

【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

※Enter the ID and password below

ID:	Japanese2022
PW:	Autumn1

ログインID Login ID	
パスワード Password	

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) avBd165
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.

[必須] Required
mic status

"Required field to answer"

Student status

※Please check yours properly.

個人情報 Personal Information

氏名
Name

名字と名前はパスポートに表記されているローマ字で入力してく
い。
Please fill in your name(family name & given name) in Roma
However, do not use special characters.

名字 [必須]
Required
Last name(Family Name)

その他の名前
Middle name

名前 [
Required
First n
Name)

漢字氏
Name
availab

国籍 [必須] Required
Nationality

ABC順に並んでいます。　Alphapet 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 E
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 -----

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 Und Engineering
○ Kyoto iUPの学部生 Kyoto iUP's und
○ 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 Au
○ 部局間交換留学生 Inter-departmen
○ 上記以外の交換留学生 Exchange st
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

学生番号
Student ID Number

例) 01

指導教員
Advisor

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

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
を送信することができません。 QQメール
To QQ mail users, our online registrati
because of 550 error, please register e

入力
(確認

【Registration STEP1】

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 9)

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]
Please indicate the level of Japanese class(es) you wish to take this semester. You may select the level if

◯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
IMPORTANT NOTICE: If you are exempt from the placement test, please fill in your exemption ID. (This ID was distributed onl

*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

Exemption Code

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

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
You have to make your ECS-ID ACTIVE before the placement test.

◯はい、有効化されたECS-IDを持っています。 | Yes, I have my activated ECS-ID.
◯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 becaus

ECS-ID

Applicants enrolling in October 2022 should check "NO".

Click!

Confirm

Confirm your registration and then click "Submit" to finalize your STEP1.

-ID because I will enroll in next sem

Click!

Previous Page | Submit

※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 Japanese Education Section:
A30kyomuj@mail2.adm.kyoto-u.ac.jp

Receiving an auto message...

STEP1 completed

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

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.
==

Online Placement Test

Period:	(Japan Standard Time) September 14 (Wed.) 9:00~September 16 (Fri.) 17:00 Inaccessible b/w 4:00 am and 6:00 am for maintenance
Answer time	80 minutes
Results:	To be announced on September 22 (Thu.) 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".

・By the day before the test, the test takers will receive an invitation message from Prof. Ruchira Palihawadana". Please read instructions in 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 7)

◆【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.

◆【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.

アカウント有効化

❶ ログインユーザID : xxxx

待つ 私はPandAのアカウントをすでに一つ所有しています

・First name
・Last name
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/

ログイン/ Log in

PandA

ユーザ ID およびパスワードを入力してください．教職員等は SPS-ID、学生は ECS-ID をユーザ ID に入力します．それ以外の方は PandA に登録したメールアドレスを入力します．SPS-ID を発行されている教職員は ECS-ID でログインしないで下さい．

| ユーザ ID： | Email address |
| パスワード： | Password you set in ① |

ログイン

※ If you do not receive "Welcome to PandA" email, please contact immediately A30kyomuj@mail2.adm.kyoto-u.ac.jp.

※If you have ever taken a placement test with the same email address (as login ID) and activated your account in the previous semester, please log in to PandA with the same password you set at that time. If you have forgotten your password, please contact A30kyomuj@mail2.adm.kyoto-u.ac.jp.

Please be sure to have the four-digit registration number ready when you are going to take the test. (Registration number→ Page 8)

Online Advisory Session

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) September 26 (Mon.) (2) September 27 (Tue.)
	Online reservation period： (1) September. 22 (Thu.) 13:00 ～ September. 26 9:00 (2) September. 22 (Thu.) 13:00～ September 27 9:00
Online Advisory service ②	October 11 (Tue.) ※Before the advisory service, register the courses you assigned by the placement test in STEP2 by Sept. 28 (Wed) 13:00. If your level change is approved, you can change to the courses with vacancies.
	Online reservation period： October 6 (Thu.) 13:00 ～ October 11 (Tue.) 9:00

Course Registration STEP2

(1) Applicants will receive the placement test score and an URL link to Course Registration STEP2 by email on September 22 (Thu.) around at 13:00.

> Open: September 22 (Thu.) 13:00
>
> Deadline : September 28 (Wed.) 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 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 | |
| 申請時に作成したパスワード
Password you created when you applied | パスワードを忘れた方 Forgo |

Login

(2) Please click the course title to register.

日本語・日本文化教育センター日本語クラス履修申し込み Application for Japanese Language Classes offered by the Education Center for Japanese Language and Culture

■ [STEP2]試験結果確認・受講科目登録 Test result confirmation and class registration page

| 申込番号
Registration number | ○○○○○○× | お名前
Name | ○○○○○○○○○ |

試験結果 Test result

| クラス
Class | 中級I Intermediate I | 点数
Score | 42 点 |

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.

1 - 11件 /11件

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	13:45, 0-18:00
R487001 Intermediate J		
R489001 Intermediate J		
R490001 Intermediate J		
R491001 Intermediate Japanese I (Reading)	Wednesday	10:30-12:00

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

11

（3）**Enter your student ID number every time you add a course to take.**
※ Students enrolling in October 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.

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

履修科目登録 Class registration

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

!!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.

学生番号
Student ID
[必須]
Required

入力例) 0123456789　Example) 0123456789　半角数字 Single-by

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：B90✱✱✱✱✱✱
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

continue to registration　submit to registration

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)
R488001 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
　　　　　　　　連絡してください。
You are not able to make modifications after sending the form. Please contact I　　　　　　　　in the event that you require to make modifications.

OK　キャンセル

Click "OK" to finalize the registration.

When you need to make modifications, send a message to A30kyomuj@mail2.adm.kyoto-u.ac.jp.

Since each course is available to a limited number of students, the lottery will be conducted in the event of over-subscription.
Students who are not selected at the lottery can apply for open courses within their assigned level from Sept. 28 at 18:00 to Sept. 29 at 9:00 (details will be announced separately).

Registration Confirmation on KULASIS

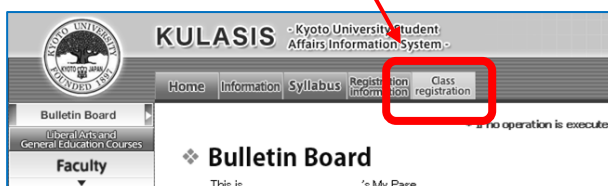Confirm the registration status on your own KULASIS account.

First update on KULASIS
(For current students) September 30 (Fri.) Evening
(For new students) October 3 (Mon.) Evening

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

Registration Adjustment

During this period, students who have completed Course Registration STEP2 by September 28 can make the following requests:

Adjustment period:	① October 4 (Tue.) 8:30 ～ October 7 (Fri.) 18:45
	② October 11 (Tue.) 8:30 ～ October 14 (Fri.) 8:30
	③ October 19 (Wed.) 8:30 ～ October 20 (Thu.) 8:30
	※Only cancellation will be accepted during the adjustment period③.

■ Cancellation of the registered courses ■ Add or change the registered courses ※Only the courses with vacancies are allowed to be added on a first-come, first-served basis. ※Request for changing the level assigned by the placement test is unaccepted at this time. ※Only cancellation will be accepted during the adjustment period③. Adding and changing the course will not be accepted.	Information on how to make a request for the adjustment will be delivered before the adjustment period opens, by the message from A30kyomuj@mail2.adm.kyoto-u.ac.jp Keep following the instruction described in the message.

Registration finalized on October 24 (Mon.)

FAQ about the registration for
Japanese courses in the ILAS Curriculum

Q1. I extended my enrollment date to November. Can I apply for the Japanese language courses?

A1. No, you cannot apply for the Japanese language courses unless you are enrolled in Kyoto University as of October 1, 2022.

Q2. Can I attend classes online?

A2. With the exception of a few courses, the Japanese language courses in the second semester of AY 2022 will, in principle, be conducted in person while taking all possible measures to prevent the spread of the novel coronavirus.

For those who have a condition that makes it difficult for them to attend face-to-face classes on campus, such as having an underlying medical condition that put them at greater risk of serious complications if infected with the novel coronavirus, consideration will be given to allow them to attend classes online or through other alternative methods.

This does not apply to students who are enrolled in an online study or research program from abroad, however.

Q3. I am a research student. Am I eligible to take Japanese language courses?

A3. Yes, you are. However, you need to obtain permission of your supervisor and apply for auditing Japanese language courses via your graduate school or faculty's administrative office before the Registration STEP1 begins (refer to page 2).

Q4. 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?

A4. Firstly, please check the junk box and promotion mailbox of your email account. If you 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 page 10).

Q5. 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.

A5. 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 page 9 and 10).

Q6. 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?

A6. There is a possibility that you may be able to retake the placement test. Please contact A30kyomuj@mail2.adm.kyoto-u.ac.jp to ask availability.

Q7. Before the Course Registration STEP2 starts, I would like to know the contents and the instructor of each course.

A7. Please search the syllabus of each course at https://www.z.k.kyoto-u.ac.jp/zenkyo/syllabus

Q8. In STEP2, I was going to apply for multiple courses. But the application was closed just after I signed up for one course. How can I apply for more courses?

A8. Your application was closed because you had finalized the STEP2 by clicking "Submit to registration".
In that case, contact A30kyomuj@mail2.adm.kyoto-u.ac.jp 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.

Q9. I want to apply for the course that has already been oversubscribed. Can I enter in a waiting list?
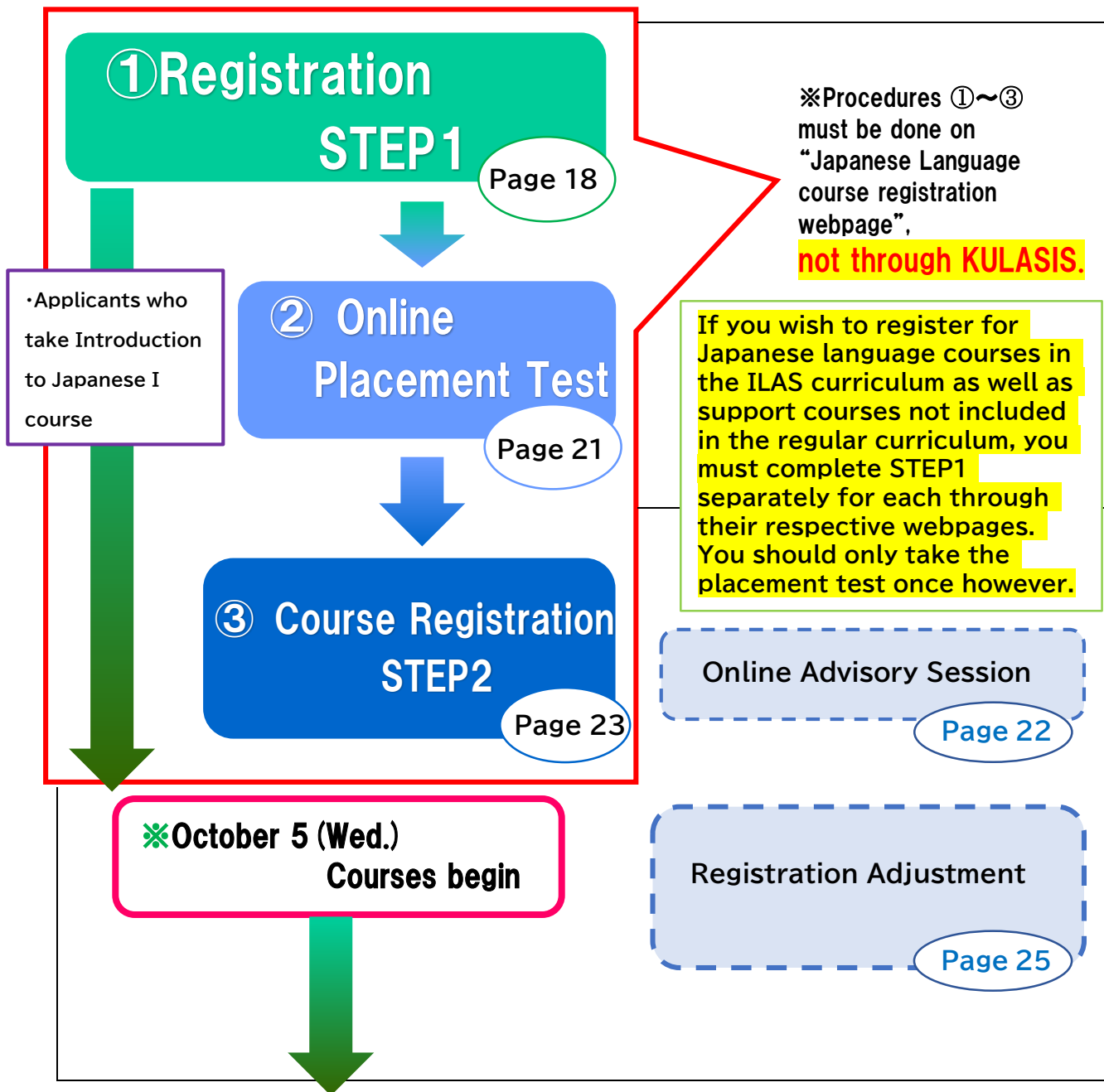
A9. We have no waiting list for the Japanese language courses registration. Before the registration adjustment period starts, we will let applicants know if there are open courses due to the cancellation. To apply for these courses, please refer to "Registration Adjustment" on page 13.

（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.

①Registration STEP1
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② Online Placement Test
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③ Course Registration STEP2
Page 23

・Applicants who take Introduction to Japanese I course

※Procedures ①～③ must be done on "Japanese Language course registration webpage", not through KULASIS.

If you wish to register for Japanese language courses in the ILAS curriculum as well as support courses not included in the regular curriculum, you must complete STEP1 separately for each through their respective webpages. You should only take the placement test once however.

Online Advisory Session
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Registration Adjustment
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※October 5 (Wed.) Courses begin

Registration Finalized on October 17 (Mon.)

Registration STEP1

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

Open : September 5（Mon.）13:00	
Deadline: September 11（Sun.） 13:00 （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

ログインID Login ID	
パスワード Password	

Login

※Enter the ID and password below

ID:	Support2022
PW:	Autumn1

【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.

[必須] Required

"Required field to answer"

個人情報 Personal Information

名字と名前はパスポートに表記されているローマ字で入力してく
い。
Please fill in your name(family name & given name) in Roma
However, do not use special characters.

氏名
Name

名字 [必須]
Required
Last name(Family Name)

名前 [
Requir
First r
Name)

その他の名前
Middle name

漢字氏
Name
availab

国籍 [必須] Required
Nationality

ABC順に並んでいます。 Alphapet 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 Exan
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 -----

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 Undergraduat Engineering
○ Kyoto iUPの学部生 Kyoto iUP's undergradua
○ 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 Exchai
○ 上記以外の交換留学生 Exchange student (ot
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 Single-

学生番号
Student ID Number

0123456789

指導教員
Advisor

入力例) |

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

電話番号
Phone number

◻ - ◻ - ◻ 半角

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−
を送信することができません。 QQメール以外のア
QQ mail users, our online registration system
because of 550 error, please register e-mail add

入力例 Example
(確認用) Re-en
or numbers

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.
★★IMPORTANT★★
Do not register "@hotmail.com", "@outlook.com" or cell phone company email addresses as these may not receive the link to the placement test site.

【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 21）

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	○Introduction to Japanese I Wednesday Course（※same content as Thursday's） ○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.	○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 morment, 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.

Click!　　確認(Comfirm)

ECS-ID/SPS-ID

Applicants enrolling in October 2022 should check "NO".

されたECS-IDまたはSPS-IDを持っていますか？[必須] Required
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
At the morment, Do you have ACTIV
ents,
SPS-ID will be required on the place

ctivated ECS/ SPS-ID.

Confirm your registration and then click "Submit" to finalize your STEP1.

修正(Back)　　送信(Submit)

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 : 000000XXXX↓
*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 Japanese Education Section:
A30kyomuj@mail2.adm.kyoto-u.ac.jp

Online Placement Test

Period:	(Japan Standard Time) September 14(Wed.) 9:00～September 16 (Fri.) 17:00 Inaccessible b/w 4:00 am and 6:00 am for maintenance
Answer time:	80 minutes
Results:	To be announced on September 22 (Thu.) 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".

・By the day before the test, the test takers will receive an invitation message from Prof. Ruchira Palihawadana". Please read instructions in 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 19)

◆【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.

◆【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 : xxxx
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/

ログイン/ Log in

PandA

ユーザ ID およびパスワードを入力してください．教職員等は SPS-ID，学生は ECS-ID をユーザ ID に入力します．それ以外の方は PandA に登録したメールアドレスを入力します．SPS-ID を発行されている教職員は ECS-ID でログインしないで下さい．

| ユーザ ID: | Email address |
| パスワード: | Password you set in ① |

ログイン

※If you do not receive "Welcome to PandA" email, please contact immediately A30kyomuj@mail2.adm.kyoto-u.ac.jp.

※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 A30kyomuj@mail2.adm.kyoto-u.ac.jp

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Please be sure to **have the four-digit registration number ready when you are going to take the test.** (Registration number→ Page 20)

Online Advisory Session

Japanese language coordinators offer an online advisory session 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
Advisory session ①	October 12 (Wed.)
	Reservation period：Oct. 11 13:00～Oct. 12 9:00 am
Advisory session ②	October 13 (Thu.)
	Reservation period：Oct. 11 13:00～Oct. 13 9:00 am

※Before the advisory service, register the courses you assigned by the placement test in STEP2 by Sept. 28 (Wed.) 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 September 22 (Thu.) around 13:00.

Open: September 22 (Thu.) 13:00

Deadline: September 28 (Wed.) 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

申請時に作成したパスワード
Password you created when you applied

パスワードを忘れた方 Forgot

Login

The email and password registered in STEP1 (Page 19) 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	〇〇〇〇〇〇×	お名前 Name	〇〇〇〇〇〇〇〇〇

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".

☐ 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

Click the "Send", then move to the confirmation page.

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.

■ **[STEP2]試験結果確認・受講科目登録** Test result confirmation and class registration

受講科目登録 Class registration

中級IB Intermediate to Japanese IB
オンラインクラス　Online class

Click the "Send" again to finalize your registration.

Previous Page　　　Send

Since each course is available to a limited number of attendees, the lottery will be conducted in the event of over-subscription.
Applicants who are not selected at the lottery can apply for open courses within their assigned level from Sept. 28 at 18:00 to Sept. 29 at 9:00 (details will be announced separately).

Registration cancellation

If you need to cancel your course registration, please submit a cancellation request using the Google form below.

Cancellation form at: https://forms.gle/g1c1uqCA5gUXeg9t9

※After the registration has been cancelled, you may not attend any classes.

> Cancellation period for the registration
>
> October 12 (Wed.)～ October 13（Thu.）

Registration adjustment

Course changes will be accepted only when there are open courses in the capacity.

The registration status of each course will be sent by e-mail to the applicants for the following courses on October 11（Tue.）.

■ For those who have already signed up for one of the "Introduction to Japanese I" courses in the STEP 1.

■ For those have signed up for one of the following courses in STEP2:
Introduction to Japanese I
Intermediate Japanese I B
Advanced Japanese B
Business Japanese B

※No modifications are permitted for the "Introduction to Japanese II" and "Introduction to Japanese II" since only one course is available for each.

If you need to discuss the level assessed by the placement test, refer to the "Online advisory session" on page 22.

FAQ about the registration for the Japanese support courses

Q1. I extended my enrollment/hire date to November. Can I apply for the Japanese support courses?

A1. No, you cannot apply for the Japanese language courses unless you are enrolled/employed in Kyoto University as of October 1, 2022.

Q2. Can I attend classes online?

A2. "Intermediate Japanese IB① (Fridays, 13:15-14:45)", "Intermediate Japanese IIB", and "Advanced Japanese B" will be offered as full online courses.

On the other hand, "Introduction to Japanese I (Wednesdays and Thursdays)", "Introduction to Japanese II", "Intermediate IB② (Fridays, 15:00 to 16:30)", and Business Japanese B are conducted as face-to face classes, so please join these courses in the classroom.

For those who have a condition that makes it difficult for them to attend face-to-face classes on campus, such as having an underlying medical condition that put them at greater risk of serious complications if infected with the novel coronavirus, consideration will be given to allow them to attend classes online or through other alternative methods. Contact A30kyomuj@mail2.adm.kyoto-u.ac.jp to ask availability.

However, this does not apply to applicants who are enrolled in an online study or research program from abroad.

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 cannot find it anywhere, contact A30kyomuj@mail2.adm.kyoto-u.ac.jp. 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 page 22).

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 page 21).

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 A30kyomuj@mail2.adm.kyoto-u.ac.jp to ask availability.

Q6. I would like to know the contents and the instructors of the support courses.
A6. Please search the syllabus of the support courses at
https://www.z.k.kyoto-u.ac.jp/download/japanese-language/6.pdf

Q7. I want to apply for the course that has already been oversubscribed. Can I enter in a waiting list?
A7. 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 open courses due to the cancellation. To apply for these courses, please refer to "Registration Adjustment" on page 25.
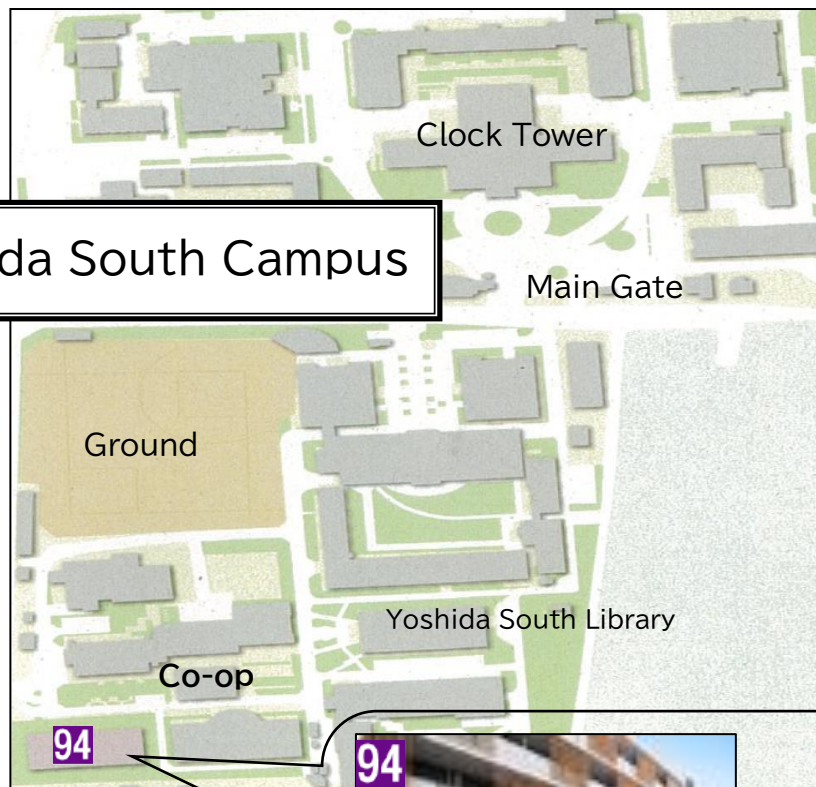
Contact information

International Students Division (ISD)
Japanese Education Section

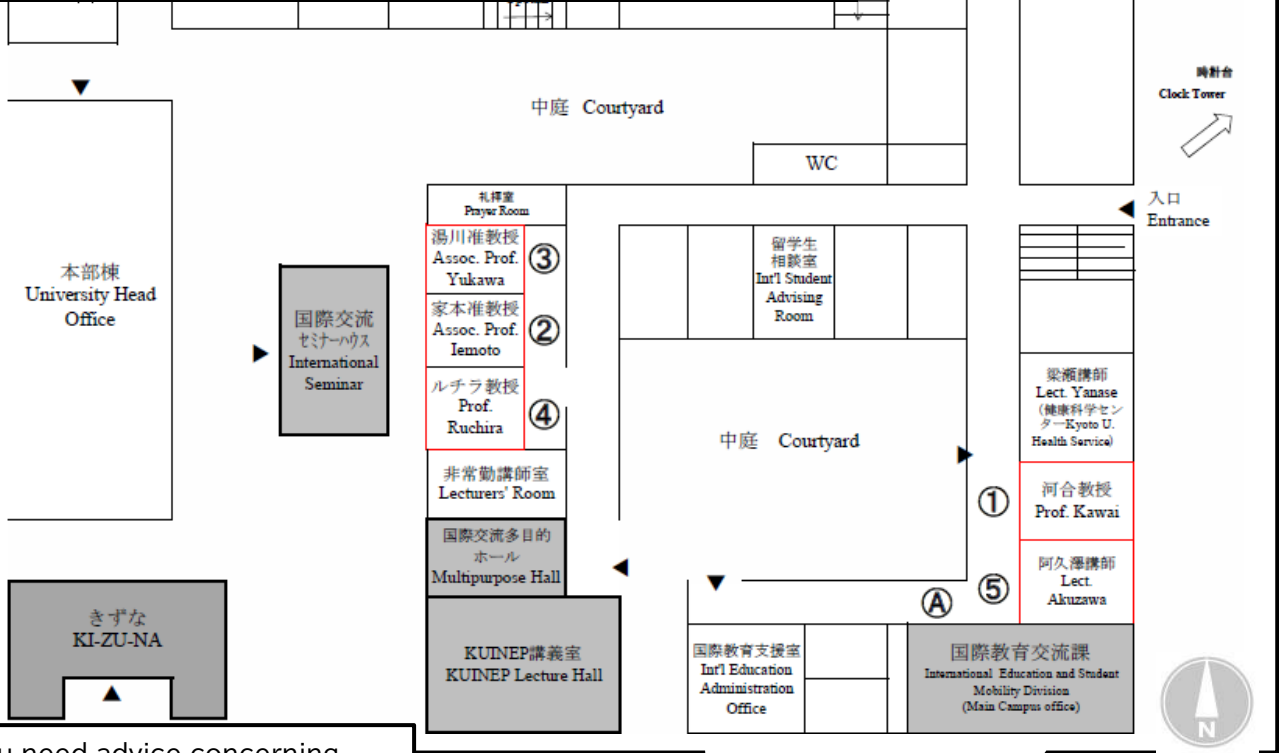TEL:　　075-753-9597 or 9586

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

Office：Basement floor, Yoshida International House
　　　　（Bldg.# 94 ）

Yoshida South Campus

Clock Tower

Main Gate

Ground

Yoshida South Library

Co-op

94

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

附属図書館
Main Library

中庭 Courtyard

WC

時計台
Clock Tower

入口
Entrance

礼拝室
Prayer Room

湯川准教授
Assoc. Prof. Yukawa ③

家本准教授
Assoc. Prof. Iemoto ②

ルチラ教授
Prof. Ruchira ④

非常勤講師室
Lecturers' Room

国際交流多目的ホール
Multipurpose Hall

KUINEP講義室
KUINEP Lecture Hall

本部棟
University Head Office

国際交流セミナーハウス
International Seminar

きずな
KI-ZU-NA

留学生相談室
Int'l Student Advising Room

中庭 Courtyard

梁瀬講師
Lect. Yanase
(健康科学センター—Kyoto U. Health Service)

河合教授
Prof. Kawai ①

阿久澤講師
Lect. Akuzawa ⑤

Ⓐ

国際教育支援室
Int'l Education Administration Office

国際教育交流課
International Education and Student Mobility Division (Main Campus office)

N

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.

Main library

Ⓐ IESMD
Main campus office

Clock tower

16

Main Campus

★Student lounge "Kizuna"