

Guide to Registration for Japanese Language Courses (2024 Second 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 it offers classes for Elementary I/II, Intermediate I/II levels, and Advanced level. Each level has the class to develop specific skills such as conversation, listening comprehension, reading, and writing as well as the class to aim overall development for the 4 specific skills.

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

Introduction I/II, Intermediate I/II, Advanced, and Business Japanese courses are designed for applicants to learn four skills (conversation, listening comprehension, reading, and 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	○	○
	Graduate student	○	○
Non-regular student	Special Auditor	○	×
	Special Research Student	×	○
	Research student	○※	○
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 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".

(1) ILAS

Registration for

Japanese language courses

in the Liberal Arts and

Sciences curriculum

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

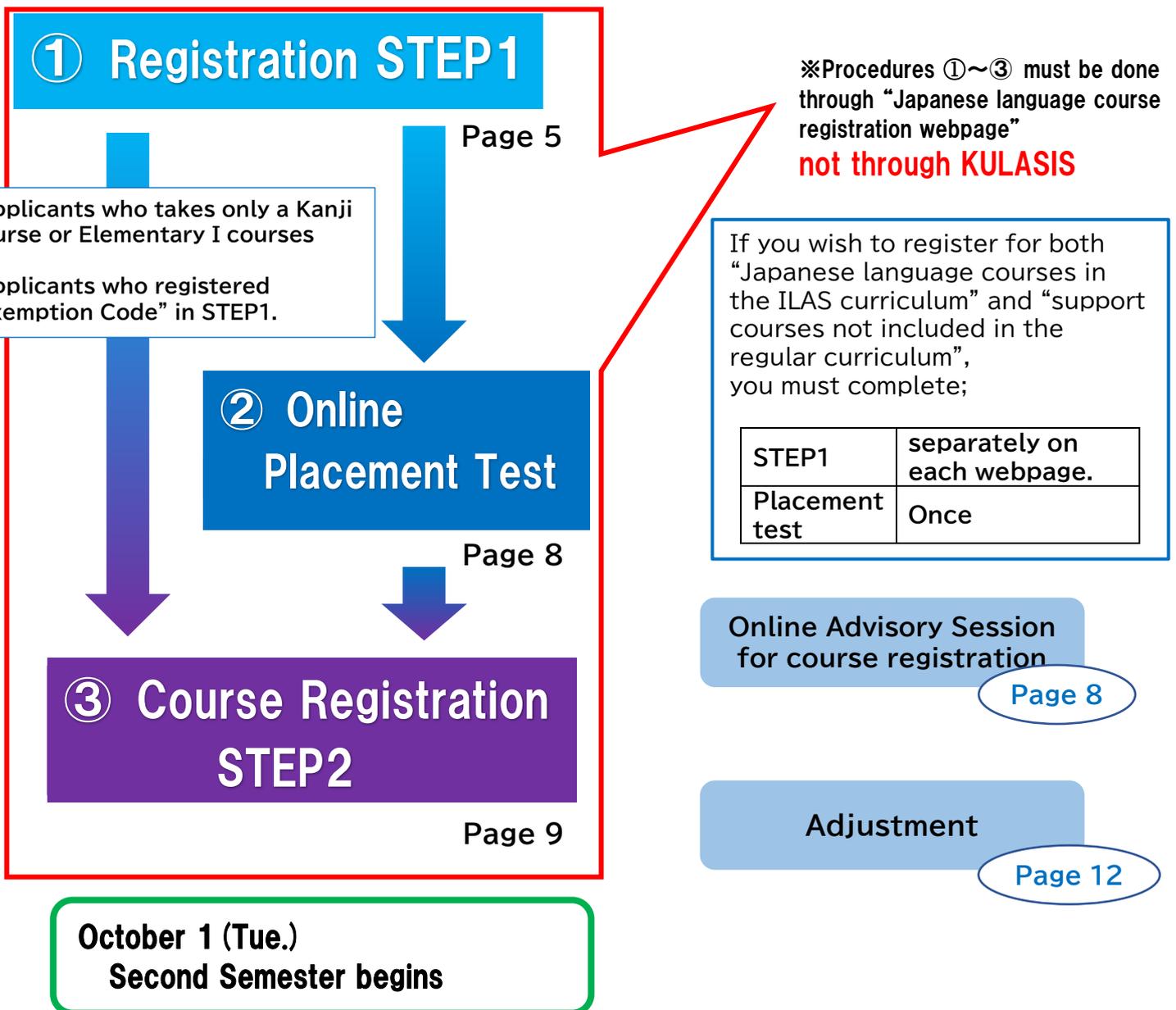
The following procedures ①~③ (or ①+③) are required to attend Japanese language courses.

※Attending Japanese language courses without the completion of the registration is strictly forbidden.

Registration schedule of Japanese language courses is different from the ILAS curriculum. Please refer the following URL.

<https://www.z.k.kyoto-u.ac.jp/download/japanese-language/13.en.pdf>

★Flowchart of the registration for Japanese language courses in the (ILAS)curriculum



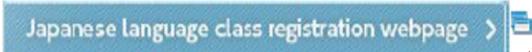
Registration finalized on October 22 (Tue.)

Registration STEP1

Open: **Sept. 2 (Mon.) 9:00 (JST)**

Deadline: **Sept. 6 (Fri.) 17:00 (JST)**

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

<p>1. Please access the URL below</p> <p>Japanese language courses offered by the Education Center for Japanese Language and Culture</p> <p>https://u.kyoto-u.jp/t96xh</p> 	<p>2. Click(1) Japanese language courses in the Liberal Arts and Sciences curriculum”</p> <p>(1) Japanese language courses in the Liberal Arts and Sciences curriculum</p> <p>(2) Japanese language support courses not included in the regular curriculum</p>
<p>4. Go to the STEP1 Login page</p> <p>Click!</p> 	<p>3. Click your student status</p> <ul style="list-style-type: none"> > Regular (degree-seeking) Students > Exchange Students (Special Auditors) > Research students in the Graduate Schools/ Liberal Arts and Sciences) > Intensive Japanese Language Preparatory E (Auditing students of the Institute for Libera > Japanese Studies Students (Credited Auditor

【STEP1 Login page】

<p>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</p>		<p>※Enter the following ID and Password</p> <table border="1" data-bbox="1023 1615 1367 1742"> <tr> <td>ID:</td> <td>Japanese24</td> </tr> <tr> <td>PW:</td> <td>Autumn1</td> </tr> </table>	ID:	Japanese24	PW:	Autumn1
ID:	Japanese24					
PW:	Autumn1					
<p>■ [STEP1] ログイン Login</p> <p>■ 注意事項 NOTICE</p>	<table border="1"> <tr> <td data-bbox="229 1720 564 1783"> <p>ログインID Login ID</p> </td> <td data-bbox="568 1720 997 1783"> <input type="text"/> </td> </tr> <tr> <td data-bbox="229 1787 564 1848"> <p>パスワード Password</p> </td> <td data-bbox="568 1787 997 1848"> <input type="password"/> </td> </tr> </table>	<p>ログインID Login ID</p>	<input type="text"/>	<p>パスワード Password</p>	<input type="password"/>	
<p>ログインID Login ID</p>	<input type="text"/>					
<p>パスワード Password</p>	<input type="password"/>					
<p style="text-align: center;"><input type="button" value="Login"/></p>						

【Registration STEP1】

パスワード作成 Create a password

Create your own Password.

※This password is necessary when you log in to the webpage for the Course Registration STEP2.

[必須] Required

In the Personal Information area, **required field must be filled in** completely. Especially, please pay attention to the following area.

身分 Student status	※ Please check yours properly.
Email address	Current students: student email address (@st.kyoto-u.ac.jp)
	New students: student email address (@st.kyoto-u.ac.jp) If you do not have the above yet, Gmail address or Home university address is recommended.
	★★DO NOT REGISTER with★★ x @hotmail.com x @outlook.com x web.de x gmx mail x cell phone company email address x Lab. address
※After registration, please check your email account regularly since important notice regarding the Japanese language course registration will be sent there.	
学年/Grade 学生番号/Student Number 指導教員/Advisor 電話番号/Phone Number	These items are optional. Leave them blank if you are a new student and you do not have them yet. DO Not input “+” or “-“ between numbers

【Registration STEP1】

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

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 from the following choices.

漢字クラスのみ・初級I Kanji class only・Elementary I → No Placement test required

初級II以上 Elementary II or above → Placement test required

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 qualified students.)

*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?
継続者のみの方へ、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 Arts
You have to make your ECS-ID ACTIVE before the placement test.

<input checked="" 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 will enroll in next semester.

Confirm

Previous Page **Submit**

Receiving an auto message...

STEP1 completed.

Registration STEP1 completed
From: ECJLC@mail2.adm.kyoto-u.ac.jp
To: XXXXXXX@XXXXXX.XX.XX
Your online registration STEP1 has been completed...
Registration number : 000000 XXXXXX
The last four digits of this number will be requested in the online placement test.

※If you do not receive an auto email after submission, STEP1 might not be completed successfully. In that case, contact the Japanese Education Section immediately from the link below:
<https://forms.gle/sZx6NLhkM34hxVwD8>

● Last five-digits registration number will be required when you take the online placement test.

Online Placement Test

Period:	(Japan Standard Time) Sept. 11 (Wed.) 9:00~ Sept. 13 (Fri.) 17:00 ※Inaccessible b/w 4:00 am and 6:00 am due to maintenance
Answer time	80 minutes
Results:	To be announced on Sept. 20 (Fri.) evening via email

Applicants	Placement Test	
<ul style="list-style-type: none"> ■ intending to take Elementary II or higher level ■ difficult to decide by self whether Elementary I or II. ■ chose Elementary II or higher level in STEP 1 but would like to take Elementary I only 	Required	
<ul style="list-style-type: none"> ■ real beginners and intending to take only Elementary I ■ intending to take only a Kanji class ■ who registered “Exemption Code” (notified via email on August 30, 2024) in STEP1 		Not required

- The online placement test is conducted using a web-based learning system “Panda”.
- By the day before the test, the test takers will receive an invitation message from Prof. Ruchira Palihawadana. Please read instructions carefully in the message before taking the test.

Please be sure to have the **five-digit registration number** ready when you are taking the test. (Registration number → Page 7)

Online Advisory Session

Japanese language coordinators offer an online advisory session to the following applicants.

- who need to take courses in a level that differs from the result of the **placement test**.
- who took the **placement test** and attended the first class and felt uneasy about whether that course is suitable for your own Japanese proficiency.

Make an online reservation in advance (first come first served) by following the instructions described in the email for placement test result.

Platform for session:	via Zoom
Online Advisory Session ①	(1) Sept. 26 (Thu.) (2) Sept. 27 (Fri.) ※Pick only one slot to reserve
	Online reservation opens: Sept. 20 (Fri.) 17:00 ~ Sept. 25 (Wed.) 9:00
Online Advisory Session ②	(1) Oct. 8 (Tue.) (2) Oct. 9 (Wed.) ※Pick only one slot to reserve ※Before the advisory session, make sure to register the courses you assigned by the placement test in STEP2 <u>by Oct. 3 (Thu.) 17:00</u> . If your level change is approved, you can change to the courses with vacancies.
	Online reservation opens: Oct. 2 (Wed.) 17:00 ~ Oct. 7 (Mon.) 9:00

Course Registration STEP2

Open: **October 1 (Tue.) 9:00 (JST)**

Deadline: **October 3 (Thu.) 17:00 (JST)**

(1) Applicants will receive an URL link for Course Registration STEP2 by email on **Oct. 1, (Tue.)** around 8:30.

【STEP2 Login page】

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

(2) Please click the course title to register.

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

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 (SH 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	14:45-16:15, 16:30-18:00
R487001 Intermediate Japanese I (Conversation)	Tuesday	10:30-12:00
R489001 Intermediate Japanese I (Composition)	Thursday	10:30-12:00
R490001 Intermediate Japanese I (Listening)	Friday	10:30-12:00
R491001 Intermediate Japanese I (Reading)	Wednesday	10:30-12:00

※The upper limit for Japanese language course registration for the following students is 4 classes (8 credits)

- Graduate students
- Research students (Auditor “Japanese classes”)
- Exchange students (Special auditors)

【Course Registration STEP2】

(3) After clicking course, **enter your student ID number (10 digits) by per course.**

※Students enrolling in October 2024 as REGULAR students are able to know their Student ID number in the “newly enrolling students” Site, 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

力例) 0123456789 Example) 0123456789 半角数字 Single-
 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.

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: E990kkkkkkk
 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
 令和元年 10 月 1 日
 京都大学国際高等教育院

※Research students should enter an “AUDITING STUDENT (JAPANESE)” number as your student ID here.

If you register another class additionally, please click “Continue to registration” and go back to the list.

At the completion, click “Submit to registration”.

continue to registration submit to registration

[STEP2]登録済み科目 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

キャンセル Cancel

科目名 Subject	R499001 Intermediate Japanese IIA (4H course)	曜日・時間 Timetable	Friday 15:00-16:30, 16:45-18:15
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Back Cancel

“Cancellation” is available only before submission.

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.

Click “OK” to complete the registration.

After STEP2 registration period, if the number of registrants exceeds the class capacity, a lottery will be held. Those who are not selected in the lottery will receive an email.

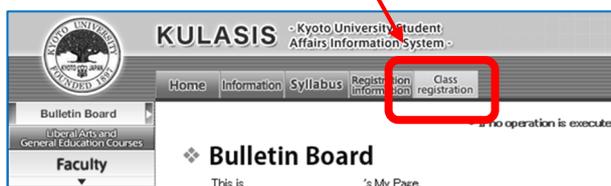
About lottery

Lottery result	How to know the result	If there is a vacancy
Unsuccessful	You will receive an email accordingly	You can register on a first-come, first-served basis during the registration adjustment period.
Successful	No email will be delivered. Just attend the class	

Registration Confirmation

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

First update on KULASIS
<u>Oct. 7 (Mon.) Evening (JST)</u>



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

Oct. 1 (Tue.) Second Semester begins

For your class start date, please refer to the time table in the "Japanese language course in the Liberal Arts and Sciences curriculum"

https://www.z.k.kyoto-u.ac.jp/download/japanese-language/14_en.pdf

And

"Liberal Arts and Sciences Courses Class Schedule"

https://www.z.k.kyoto-u.ac.jp/download/academic-calendar/academic_calendar_en.pdf

Registration Adjustment

Adjustment period:	Registration adjustment period ① Oct. 8 (Tue.) 9:00 ~ Oct. 11 (Fri.) 9:00
	Registration adjustment period ② Oct. 17 (Thu.) 9:00 ~ Oct. 18 (Fri.) 9:00

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

<p>■ Cancellation for the registered courses</p>	<p>Information on how to make a request for the adjustment will be delivered before the adjustment period opens by the message from nihongo@mail.adm.kyoto-u.ac.jp</p> <p>Please follow the instruction described in the message.</p>
<p>■ Add or change the registered courses</p> <p>※Only the courses with vacancies are allowed to be added on a first come, first served basis.</p> <p>※Request for changing the level assigned by the placement test is unacceptable</p>	

Registration finalized on Oct. 22 (Tue.)

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 Oct. 1st, 2024.

Q2. I am a research student. Am I eligible to take Japanese language courses?

A2. 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).

Q3. I could not complete the registration STEP1 by Sept. 6th. Can I still take Japanese language courses?

A3. There is a final round period (from Sept. 17th, 9:00 until Sept. 20th, 17:00). Applicants who could not complete the registration STEP1 by Sept. 6 also can register for it in this period.

◆ How to get the latest ID and password;

•Current students

Download the "Guide to Registration for Japanese Language Courses (2024 Second Semester)" uploaded on KULASIS>Information after Sept. 6th.

•New regular students

Download the "Guide to Registration for Japanese Language Courses (2024 Second Semester)" uploaded on the New student registration website>Information after Sept. 6th.

•New non-regular students

Contact us Japanese Education Section (<https://forms.gle/sZx6NLhkM34hxVwD8>).

In addition, when you register for the registration STEP1 after Sept. 17th, the following procedures will be scheduled as below:

•Placement test→From Sept. 25th 13:00 to Sept. 26th 17:00

•Course Registration STEP2→ Oct. 1st 9:00 to Oct. 3rd 17:00

•Online Advisory Session→ Only session on Oct. 8th and 9th are available

※Since the schedule is tight, please make sure to complete the registration STEP1 by Sept. 6th.

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 mailbox and promotion mailbox in your email account. If you don't find it anywhere, please contact us through (<https://forms.gle/sZx6NLhkM34hxVwD8>) immediately. 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 have set during the activation for the last time.

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 did not register with (st.kyoto-u.ac.jp) address in STEP1. In this case, there is no placement test in the system. Please log in to PandA with your registered email address and password when you activated your account.

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 at <https://www.z.k.kyoto-u.ac.jp/zenkyo/syllabus>

Q7. 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 additional courses?

A7. Your application was closed since you had finalized the STEP2 by clicking "Submit to registration" instead of "continue to registration". In this case, contact <https://forms.gle/sZx6NLhkM34hxVwD8> to cancel the completion. Then you will be able to apply for more courses. 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 on a waiting list?

A8. There is NO waiting list for the cancellations. Please check availability on the MS form in the notice regarding "Registration Adjustment period". If there is vacant seat, registration will be accepted on a first-come, first-served basis during the registration adjustment period.

Q9. When does the class begin?

A9. Please check the ILAS Academic Calendar by yourself. <https://www.z.k.kyoto-u.ac.jp/zenkyo/academic-calendar>

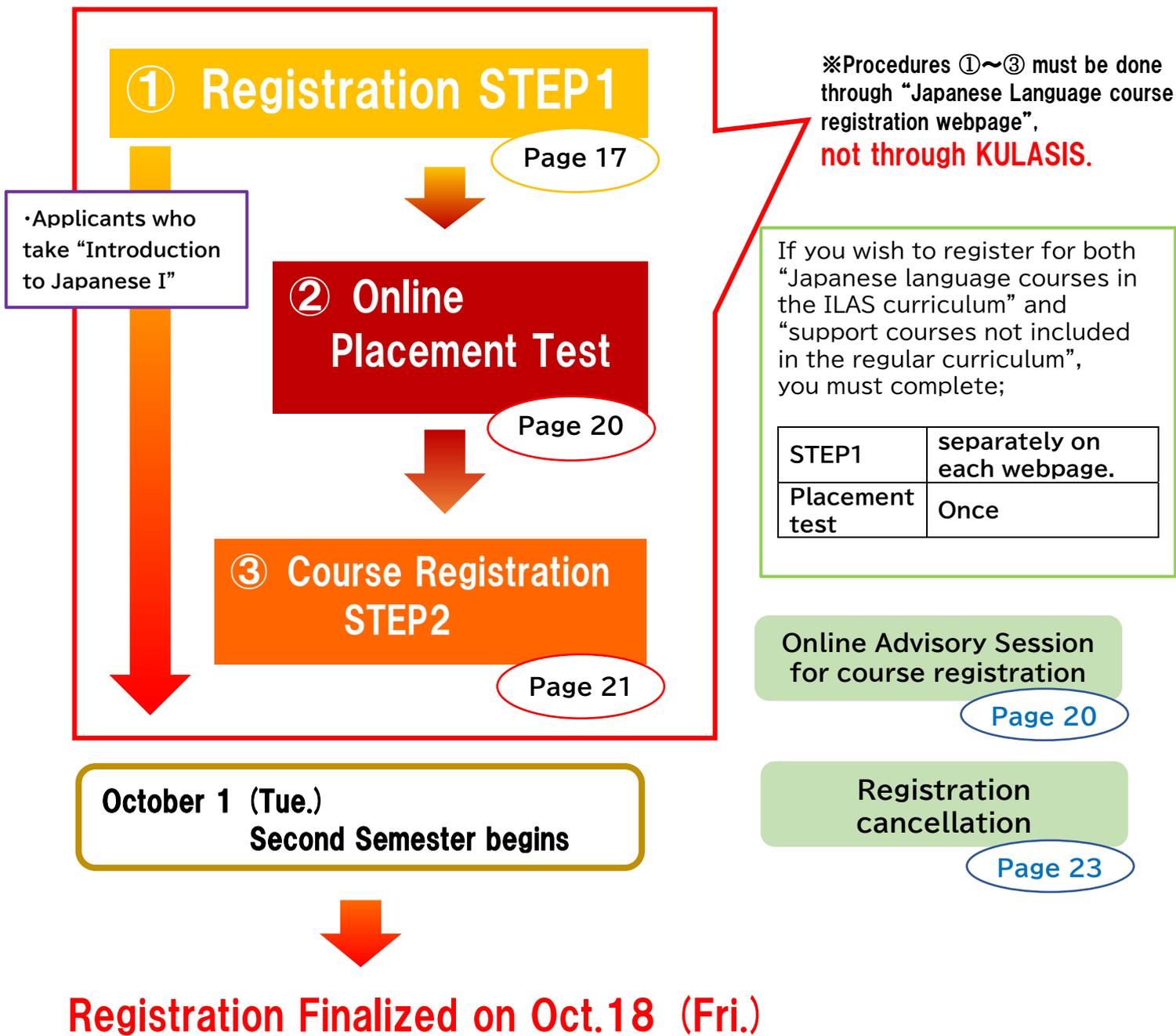
(2) SUPPORT Courses
Registration for
Japanese language support
courses not included in the
regular curriculum

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

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

※Attending Japanese language courses without registration is strictly forbidden.

★Flowchart of the registration for Japanese language support courses not included in the regular curriculum



Registration STEP1

Open: **Sept. 2 (Mon.) 9:00 (JST)**

Deadline: **Sept. 6 (Fri.) 17:00 (JST)**

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

<p>1. Please access the URL below Japanese language courses offered by the Education Center for Japanese Language and Culture https://u.kyoto-u.jp/t96xh</p> 	<p>2. Click(1) Japanese language support courses not included in the regular curriculum”</p> <p>(1) Japanese language courses in the Liberal Arts and Sciences curriculum</p> <p>(2) Japanese language support courses not included in the regular curriculum</p>
<p>3)Go to the STEP1 Login Page</p> 	

【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 following ID and password

ID:	Support24
PW:	Autumn1

ログインID Login ID	<input type="text"/>
パスワード Password	<input type="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
※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) avbd165f
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.

Create your own Password.

※This password is necessary when you log in to the webpage for the Course Registration STEP2.

[必須] Required

In the Personal Information area, required items must be filled in completely. Especially, please pay attention to the following parts.

KU Status	※ Be sure to choose correct status.
Identification at Kyoto University	Be sure to upload a scanned copy of your ID card or Letter of Admission that proves your enrollment at KyotoU
Email address	Current students: student email address (@st.kyoto-u.ac.jp) Researchers: KU email address (@kyoto-u.ac.jp) ※Lab email address is not acceptable. e.g.) x@drs.dpri.kyoto-u.ac.jp x@cira.kyoto-u.ac.jp x@yukawa.kyoto-u.ac.jp x@cseas.kyoto-u.ac.jp x@kurims.kyoto-u.ac.jp
	New students and researchers who haven't received the email address (@st.kyoto-u.ac.jp) yet: Gmail address or Home university address is recommended. ★★DO NOT REGISTER with★★ @hotmail.com / @outlook.com / @web.de/ @gmx mail / @cell phone company email address
※After registration, please check your email account regularly since important notice regarding the Japanese language course registration will be sent there.	
学年/Grade 学生番号/Student Number 指導教員/Advisor 電話番号/Phone Number	These items are optional. Leave them blank if you are a new student and you do not have them yet. Do Not input "+" or "-" between numbers

【Registration STEP1】

※Applicants for “Introduction to Japanese I” course, please choose Wed. or Thu. course

To take the placement test, please check “Introduction to Japanese II” or above.

(Refer to “Online Placement Test” on page 20)

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) <input type="radio"/> Introduction to Japanese II or above
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.

確認(Confirm)

Click!

有効化された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 moment, Do you have ACTIVATED your ECS-ID or SPS-ID?
 Only to current students/researchers, Activated your ECS-ID will be required on the placement test.

有効化されたECS/ SPS-ID.

修正(Back) 送信(Submit)

Confirm your registration then click “Submit” to complete your STEP1.

Click!

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...

- Last four-digit registration number will be required when you take the online placement test.

※If you do not receive an auto email after submission, STEP1 might not be completed successfully.

In that case, contact the Japanese Education Section immediately from the link below:

<https://forms.gle/sZx6NLhkM34hxVwD8>

Online Placement Test

Period:	(Japan Standard Time) Sept. 11 (Wed.) 9:00~ Sept. 13 (Fri.) 17:00 Inaccessible b/w 4:00 am and 6:00 am for maintenance
Answer time:	80 minutes
Results:	To be announced on Sept. 20 (Fri.) evening via email
Applicants:	
■ intending to take introduction II or higher level	Required
■ difficult to decide by self whether Introduction I or II	
■ chose Introduction II or higher level in STEP 1 but would like to take Introduction I	
■ real beginners and intending to take only Introduction I	Not required

Please be sure to **have the four-digit registration number ready** when you take the test. (“Registration number”→ Page 19)

- 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.

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 first your class and felt uneasy about whether the course to take is suitable for your own Japanese proficiency.

Make an online reservation in advance (first come first served). Reservation details will be emailed on Oct. 8 to those who have taken the placement test

※Before the advisory session, make sure to register the courses you assigned by the placement test in STEP2 by Oct. 3 at 17:00. If your level change is approved, you can change to the course with vacancies.

Platform for session	via Zoom
Advisory session ①	Oct. 15 (Tue.)
	Reservation opens: Oct. 9 (Wed.) 09:00 ~ Oct. 11 (Fri.) 12:00
Advisory session ②	Oct. 16 (Wed.)
	Reservation opens: Oct. 9 (Wed.) 09:00 ~ Oct. 11 (Fri.) 12:00

Course Registration STEP2

Open: **Oct. 1 (Tue.) 9:00 (JST)**

Deadline: **Oct 3 (Thu.) 17:00 (JST)**

- (1) Applicants will receive an URL link to course registration STEP2 by email at 08:30 on Oct. 1 (Tue.).

【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"/> パスワードを忘れた方 Forgot your password
<input type="button" value="Login"/>	

The email address and password registered in STEP1 (Page 18) are required to Login.



【STEP 2 Course Registration page】

- (2) The course assigned based on the result of placement test is displayed in this page.

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

Check the checkbox
on your level

According to your level finalized by Placement Test, please choose your class as below. Even if there is one option, please complete STEP2 by choosing the class.

You can take only one of these two classes. (The contents of the classes are the same.)

入門コースI Introduction to Japanese I ←Switch on the checkbox and then choose one of

- 入門コースI① 水曜クラス Introduction to Japanese I① Wednesday Class
- 入門コースI② 木曜クラス Introduction to Japanese I② Thursday Class

入門コースII Introduction to Japanese II

中級講座IB Intermediate to Japanese IB ←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.

- ①Fri. 10:30-12:00 Face-to-face class at Yoshida Campus: covers the first half of the textbook
- ②Fri. 13:15-14:45 Online class: covers the second half of the textbook

中級講座IIB Intermediate to Japanese IIA←このクラスを受講する場合、左のチェックボックスと下の丸いチェックボックスをオンにしてください。Switch on the checkboxes on the left and below to take this course.

- オンライン授業 Online class

上級講座B Advanced Japanese Course B ←このクラスを受講する場合、左のチェックボックスと下の丸いチェックボックスをオンにしてください。Switch on the checkboxes on the left and below to take this course.

- オンライン授業 Online

ビジネス日本語B Business Japanese B
↖このクラスを受講する場合、上のチェックボックスをオンにしてください。Switch on the checkbox to take this course.

Introduction I:
Wed. or Thu. class

Intermediate I:
2nd or 3rd class on Fri.

Advanced:
Advanced or/and Business

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

Send

Click the "Send"
again to complete
your registration.

あなたのクラス Your course

Previous Page

Send

After STEP 2 registration period, if the number of registrants exceeds the class capacity, a lottery will be held.

About lottery

Lottery result	Condition	How to know	If there is a vacancy
Unsuccessful	STEP2 Completed	You will receive an email accordingly	You will be given priority to re-register. An email will be sent to the applicable applicant.
Successful	Chose Introduction I at STEP1	No email will be delivered.	
	STEP2 Completed	Just attend the class	

Oct. 1 (Tue.) Second Semester begins

For your class start date, please refer to the time table in the "Japanese language course in the Liberal Arts and Sciences curriculum" <https://www.z.k.kyoto-u.ac.jp/introduction/education-center-for-japanese/japanese-language-classes/learning-support>

Registration Cancellation

Cancellation form at: <https://forms.gle/4WjeZGRTTdFyjSHP7>

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

Cancellation period for the registration

Oct. 8 (Tue.) 9:00~Oct. 18 (Fri.) 9:00

※In the case of the "Introductory I" courses, priority will be given to those who were not selected in the initial lottery drawing. For this reason, we will not accept class change from Wednesday to Thursday or vice versa. Kindly note that these are courses with many applicants.

If you need to discuss your level assessed by the placement test, refer to the "Online advisory session" on page 20.

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 Oct. 1st, 2024.

Q2. I could not complete the registration STEP1 by Sept. 6th. Can I still take Japanese language courses?

A2. There is a final round period from Sept. 17th 9:00 until Sept. 20th 17:00. For those who could not complete the registration STEP1 by Sept. 6th 17:00 also can register for the course in this period.

◆ How to get the latest ID and password;

•Current students:

Download the “Guide to Registration for Japanese Language Courses” after Sept. 6th uploaded KULASIS>Information.

•New regular students:

Download the “Guide to Registration for Japanese Language Courses” uploaded on New student registration website>Information after Sept.6th.

•Researchers and new non-regular students:

Contact Japanese Education Section <https://forms.gle/sZx6NLhkM34hxVwD8>.

In addition, if you register for the registration STEP1 after Sept. 17th, Placement test and course Registration STEP2 will be scheduled as follows.

•Placement test: From Sept 25th 13:00 to Sept. 26th 17:00

•Course Registration STEP2: Oct. 1st 9:00 to Oct. 3rd 17:00

※ Since the schedule is tight, please try to complete the registration STEP1 by Sept. 6th as original schedule.

Q3. I registered my personal email address in STEP1. But I don't receive an email “Welcome to Panda”. What should I do?

A3. Firstly, please check the junk box and promotion mailbox of your email account. If you don't find it anywhere, please contact us <https://forms.gle/sZx6NLhkM34hxVwD8> immediately. 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 have set during the activation for the last time.
(Please refer to the “Test Guide” that was sent to you when you took the placement test.)

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. Even if you are current students and you registered with the email address other than (st.kyoto-u.ac.jp), you cannot take a placement test using your ECS-ID. Please access to PandA with registered email address and password when you activated your account.

Q5. I would like to know the contents and the instructors of the support courses.

A5. Please search the syllabus of the support courses at

<https://www.z.k.kyoto-u.ac.jp/download/japanese-language/6.pdf>

Q6. I want to apply for the course that has already been oversubscribed. Can I enter in a waiting list?

A6. There is no waiting list. We prioritize to register for those who were not selected in the initial lottery drawing. An applicable applicant will receive a confirmation email.

Contact details:

ILAS Japanese Language Courses Administration Office

Basement Floor,

Yoshida International House (#94)

Inquiry Form: <https://forms.gle/sZx6NLhkM34hxVwD8>

TEL: 075-753-9597 or 9586



If you have queries regarding Japanese study, you can consult to course instructor directly.

Please refer the website below for their office hours.

<https://www.z.k.kyoto-u.ac.jp/introduction/education-center-for-japanese/japanese-language-classes/zenkyo-japanese/notes>