<u>Web Course Enrollment Lottery</u>

Please enter the lottery for limited-enrollment general subjects for AY 2023 **on or off campus via the Web**.
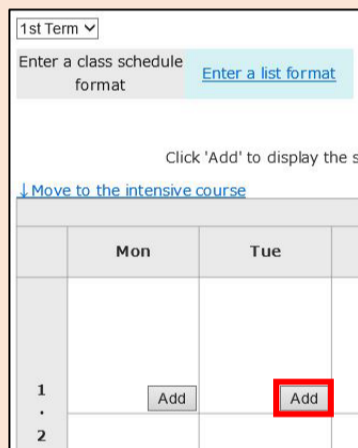
Web lottery entry period	
3rd term, 4th term, Winter and Spring intensive lectures	**From Friday, Aug 25 at 9:00 a.m.** **through <u>Thursday, Sep 7 at 11:00 p.m.</u>**

■ How to use the Web lottery ■

1 Log in to the Academic Affairs System（*Gakumu System*）.
→ Click "Course grades" → Click "Course Regist"

Top page トップページ	Messages メッセージ	Course grades 出席・成績情報	Register information 学籍情報	Various settings 各種設定
Course Regist	Course schedule	Course grades	External Test	Attend list	Syllabus

2 Click the "Add" button in the time frame of the course you want to take.

1st Term ˅	
Enter a class schedule format	Enter a list format

Click 'Add' to display the s
↓ Move to the intensive course

	Mon	Tue
1 . 2	Add	Add

3 The list of courses will be displayed. Click the "Add" button for the course you want to take.

General Education	Own department own course	Other Department of other courses	Other Faculty

	Faculty name	Class schedule code	Subject title	Instructor name	Number of credits	Select Section	Capacity	Registrants	Notes
1	General Education courses	202191****	Peace and War in Japanese History	××× ×××	Add	1		150		By lottery
2	General Education courses	202191****	Seminar of Sport Performance	××× ×××	Add	1		40		By lottery

Tue 1・2Period

4 If you want to change your request, click the "Delete" button.
If you want to add more courses, repeat steps |2| and |3|. You can register for up to 5 courses in the same time frame.

↓ Move to the intensive course	
Mon	Tue

	Mon	Tue
1 .	Add	202191 **** 1Credits 1st Term [Society] Peace and War in Japanese History Eligible of lottery Delete Add

Note: The picture shown above is for illustrative purposes only.

Students who enrolled in AY 2023 are not allowed to enter a lottery for classes scheduled on Tuesdays and Fridays, while students who enrolled in AY 2022 are not allowed to enter a lottery for classes scheduled on Mondays and Thursdays. However, if a post-lottery application is available for the above classes, such restrictions will not apply.
Nevertheless, October Entrants (The Discovery Program for Global learners) are allowed to enter a lottery for classes scheduled on Mondays, Tuesdays, Thursdays and Fridays.

You are not allowed to enter the lottery for subjects that are offered during the same time slots as "English (Speaking, Reading, Writing, Listening)" and "Basic Mathematical and Data Sciences" for students enrolled in Academic Year 2023, and "English (Integrated English, S&L, R&W)" for students enrolled in Academic Year 2022. However, if a post-lottery application is available, such restrictions will not apply.

	Web lottery results posted	**Post-lottery application period**
3rd term, 4th term, Winter and Spring intensive lectures The first class sessions for the 3rd term general subjects will begin on Monday, Oct. 2. The first class sessions for the 4th term general subjects will begin on Friday, Dec. 1.	**From Friday, Sep 15 at 9:00 a.m.**	**From Friday, Sep 15 at 12:00 p.m. through Sunday, Sep 24 at 11:00 p.m.**

Lottery results will be available only on the Web, and will not be posted on the bulletin board at the Building for General Education.

Information about the post-lottery application will be provided on the Web. You are not allowed to ask instructors for this information directly.

If you decide not to take a subject after you have been granted a place by lottery, please drop the subject during the post-lottery application period.
* After the post-lottery application period, you can drop the subject through the Academic Affairs System (*Gakumu System*) during the course registration period and the add/drop period.

■How to view the Web lottery results■

★Lottery results will be available on the course registration page in the Academic Affairs System.

202091 ****
1Credits
Term
[Nature]
Crop and Man-
its Historical
Aspect
当選

202091 ****
1Credits
Term
[IT Literacy]
Introduction to
Information
Processing 3
空きあり

You have been chosen by lottery

Message in the bottom

当選：You have been chosen by lottery and the course is now full.
空きあり：You have been chosen by lottery and there is some space available in the course.

※If you have not been chosen by lottery, the course name will be deleted from your course registration screen. Please make a note, if necessary.

■How to submit a post-lottery application and how to drop a course you have been allowed to take by lottery■

1 If you want to apply post-lottery, click the "Add" button in the time frame of the course you choose on the course registration page in the Academic Affairs System.

	Mon	Tue
	Add	Add
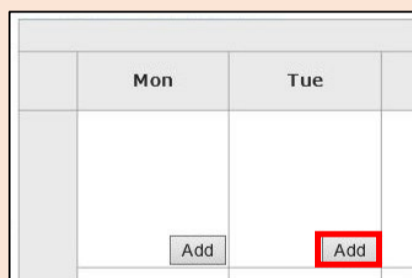
2 Click the "Add" button for the subject you want to register.

General Education	Own department own course	Other Department of other courses	Other Faculty

Tue 3・4Period

	Faculty name	Class schedule code	Subject title	Instructor name		Number of credits	Select Section	Capacity	Registrants	Notes
1	General Education courses	202191••••	The world of Narratives in the Heian Period 3		Add	1		100		Space
2	General Education courses	202191••••	Introduction to Sociology		Add	1		50		Space

The courses with "Space" status are available for post-lottery application.

Note: The picture shown above is for illustrative purposes only.

3

If you want to drop a course you have been given by lottery, click the "Delete" button.
Please note that once the information is deleted, it cannot be restored.

↓ Move to the intensive course		
	Mon	**Tue**
		202191**** 1Credits Term [Society] Peace and War in Japanese History 空きあり Delete

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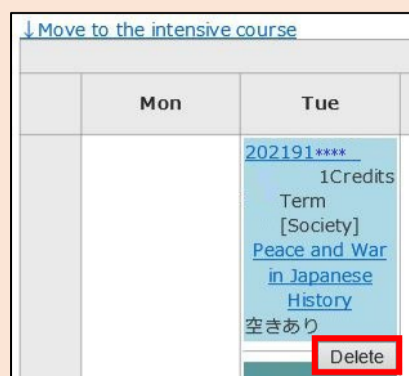
Make sure to check for any error messages in the Academic Affairs System (*Gakumu System*).

Lottery-based courses are not available to students other than those awarded a seat by lottery or through the web post-lottery application.
* If you need to take a lottery-based course for graduation, grade promotion, or other special circumstance, please contact your faculty/graduate school's Academic Affairs staff (*Kyomu Tanto*).

Academic Planning Division, Academic Affairs Department