

**2021 school year
Guidance for Doctoral Course
of MurooranIT**

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About MurooranIT

- Educational Objectives in Doctoral Course(DC)
- Educational Objectives in each division
- Diploma Policy
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- Overview of each division

✂ For more information, see Section 6 to 8 in the Postgraduate Course Handbook

Division and Courses in DC

Division	Course
Division of Engineering	Course of Advanced Sustainable and Environmental Engineering
	Course of Advanced Production Systems Engineering
	Course of Advanced Information and Electronic Engineering

✂ For more information, see Section 8 in the Postgraduate Course handbook

Curriculum of Doctoral Course

12 or more credits, including compulsory subjects (10 credits) and subjects unobtained in the systematic subjects for master course (2 or more credits), should be obtained.

【Compulsory Subjects】

Classification	Name of Subjects	Credits
Research subjects	Seminar I	2
	Seminar II	2
	Research Activity	1
Innovation subjects	Innovation Challenge	2
	English Presentation	2
	Advanced Innovation Challenge	1

【Subjects unobtained in the systematic subjects for MC】

- See Section 52,53,54,86,87,88 in Postgraduate Course Handbook
- The subjects for international students (English-based instruction) are excluded.

✂For more information, see Section 97 in Postgraduate Course Handbook

To Complete Doctoral Course

You need to enroll for a period of at least 3 years, earn more than 12 credits, receive the necessary research guidance, and have the doctoral dissertation accepted and pass the final examinations.

【Dissertation Examination】

See both the Rules of Degrees in MuroranIT and the Rules of Handling Academic Degrees Examination first, and then obey your supervisor of research guidance.

Dissertation is strictly examined, based on the internal regulation of criterion in Dissertation Examination.

You can see the rules and regulations on the following web-link.

http://en3-jg.d1-law.com/muroran-it/d1w_reiki/reiki.html

MOT (Management of Technology) Education Program

Environmentally Friendly Materials Education Program

MuroranIT serves the following two special programs in MC; MOT Education Program and Environmentally Friendly Materials Education Program. After you succeed in finishing each program, you will be able to receive the certificate. DC students can also get enrolled in these programs.

For more information, please see Section 11, 56 & 90 for MOT Education Program and Section 11, 12, 57, 91 for Environmentally Friendly Materials Education Program.

Moreover, about Environmentally Friendly Materials Education Program, there are additional documents. Please take another guidance if interested.

✘In both programs, you will be able to receive Certificate if you meet the requirements of each program.

Practical Education Program through Development of a Novel Functional Index of Food to Prevent Brain Aging (Brain-Food PGP)

This is a program adopted by the Ministry of Education, Culture, Sports, Science and Technology "Special Program for Prioritizing Government-Sponsored Foreign Students", and can only be taken by those who have passed the Brain-Food PGP Entrance Examination.

Those who complete the program will be awarded a certificate of completion of the "Practical Education Program through Development of a Novel Functional Index of Food to Prevent Brain Aging" from the Graduate School of Engineering, Muroran Institute of Technology.

Please see Section 12, 13 ,97 ,98 in Postgraduate Course Handbook.

【Compulsory】

Subject Name	No. of credits
Advanced Topics in Analytical Technology	2

【 Completion requirements 】

Two credits in compulsory subjects and 2 or more credits in minor subjects of the Master 's Program in which credits have not been obtained. The latter minor subjects must be selected from "Instrumentation & System" and "Informatics & Mathematical Science" of systematic subjects studied in other courses. By obtained credits in the minor subjects, the requirement credits for completion set for the student's major will be appropriated at the same time.

Term Limits, Leave of Absence

Max 4 years for MC, and Max 6 years for DC.

You need to inform university of your leave of absence, drop out of school, or return to school in advance, by the previous month when it will happen.

For more information, please ask Center for Academic Support.

室蘭工業大学大学院学則(抜粋)

(在学年限)

第7条 博士前期課程には4年を、博士後期課程には6年を超えて在学することはできない。

(休学)

第18条 疾病その他の理由により、3か月以上修学できないときは、学長の許可を得て休学することができる。

2 疾病のため修学が不相当と認められた者に対しては、学長は休学を命ずることがある。

3 休学期間は、通算して博士前期課程にあつては2年を、博士後期課程にあつては3年を超えることはできない。

4 休学期間は、これを在学期間に算入しない。

(復学)

第19条 休学期間中にその理由が消滅した場合は、学長の許可を得て復学することができる。

(退学)

第20条 疾病その他の理由により退学したい者は、理由書を添え学長に願い出てその許可を受けなければならない。

(除籍)

第22条 次の各号のいずれかに該当する者は、研究科委員会の議を経て、学長が除籍する。

(1) 入学料の免除若しくは徴収猶予の不許可又は半額免除若しくは徴収猶予の許可を受けた者で、所定の期日までに入学料を納付しない者

(2) 所定の期日までに授業料を納付せず、督促してもなお納付しない者

(3) 第7条に定める在学年限を超えた者

(4) 第18条第3項に定める休学期間を超えてなお修学できない者

(5) 疾病その他の理由により成業の見込みがないと認められる者

(6) 長期間にわたり行方不明の者

② How to take classes/get enrolled (Registration)

How to take classes/get enrolled (Registration)

Students have to get enrolled in the period of course registration. They need to choose lectures properly after reading syllabus and setting their learning goal.

Basically, DC students do not have to register any courses on CAMPUS SQUARE because their supervisors directly submit the evaluation sheet. However, DC students have to register a course when they take subjects for master course, especially a subject in the systematic subjects in MC.

**Course Registration Period in 2nd semester 2021:
from October 1st (Fri) to October 14th (Thu)**

CAMPUS SQUARE

CAMPUS SQUARE is a web-based system in which students can register courses, check class-timetable, watch their evaluation of each lecture, etc. Also this year, all the information related to lectures are announced through CAMPUS SQUARE in order to avoid COVID-19 at campus. (See next page.) Please log in and check new information at least once a day.

ID and PW for you to log-in are given to you on October 1st with other documents for new enrollment.

Please check users manual of CAMPUS SQUARE. It shows you how to use it in detail.

【Important】 How to check BBS related to Lectures and Seminars

The screenshot shows the user interface of the MURORAN INSTITUTE OF TECHNOLOGY portal. At the top, there is a navigation bar with various icons: HOME, 学生情報 (Student Information), 履修 (Class Registration), 成績 (Grades), 休補・スケジュール (Leave/Makeup/Schedule), シラバス (Syllabus), アンケート (Survey), 掲示 (Notice), and その他 (Others). The '掲示' icon is highlighted with a red circle and a yellow callout box. Below the navigation bar, there is a search bar and a main content area. The main content area is divided into several sections: 新着情報 (New Information), MYスケジュール (MY Schedule), リンク (Link), よく使うメニュー (Frequently Used Menu), and 新着掲示 (New Notices). The 新着掲示 section contains a list of notices, including 授業掲示板 (Class Notice Board), 呼び出し (Callout), 個人向けのお知らせ (Personal Notice), 行事予定 (Event Schedule), and 全学掲示板 (University-wide Notice Board). A yellow callout box points to the '掲示' icon in the navigation bar, containing the text: "Click here, and you can check important information related to lectures and seminars." At the bottom of the page, there is a large yellow banner with the text: "Check the BBS at least once a day!!"

Click here, and you can check important information related to lectures and seminars.

Check the BBS at least once a day!!

Syllabus

A syllabus is your guide to a course and what will be expected of you in the course. It will include course policies, rules and regulations, required texts, evaluation, faculty info, and a schedule of assignments. A syllabus can tell you nearly everything you need to know about how a course will be run and what will be expected of you. You need to read it before you start registering and taking each lecture in order to know how you will learn in each lecture.

You can get access to the syllabus after logging-in to CAMPUS SQUARE.

③ How to setup webmail

Check your univ account emails on webmail system

- Check your univ account emails often, at least once a day.
- This is your “official” email account while you are a MuroranIT student.
- University faculty and staff send you emails by means of university account.

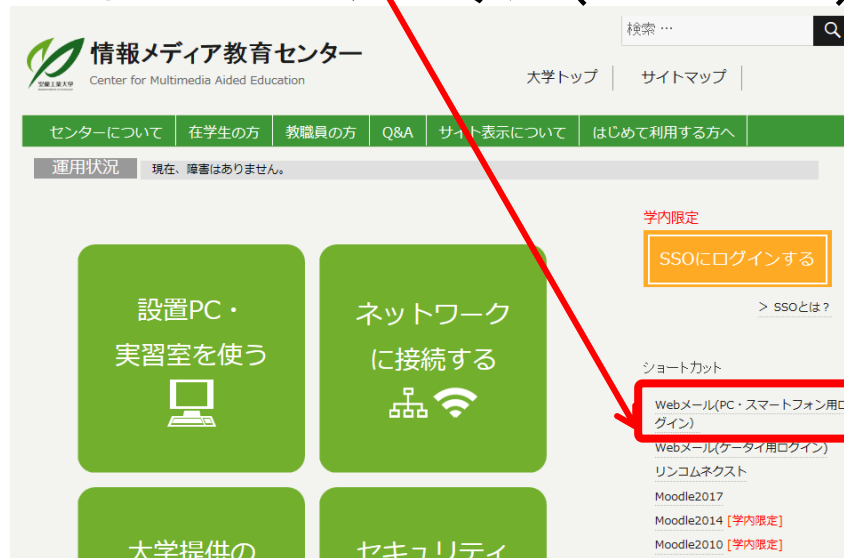


How to log-in to webmail system

1. Activate web-brouser
2. Get access to the following link;

wp.mmm.muroran-it.ac.jp

3. Click “webメール (webmail)”



Input your ID and PW by the announcement sheet of your account.



The screenshot shows the 'WEBMAIL SYSTEM' login page. The 'User ID' and 'Password' input fields are highlighted with red boxes, and a red arrow points from the text box above to the 'User ID' field. The 'LOG IN' button is also highlighted with a red box. Below the login fields, there is a 'NOTICE' section with several announcements.

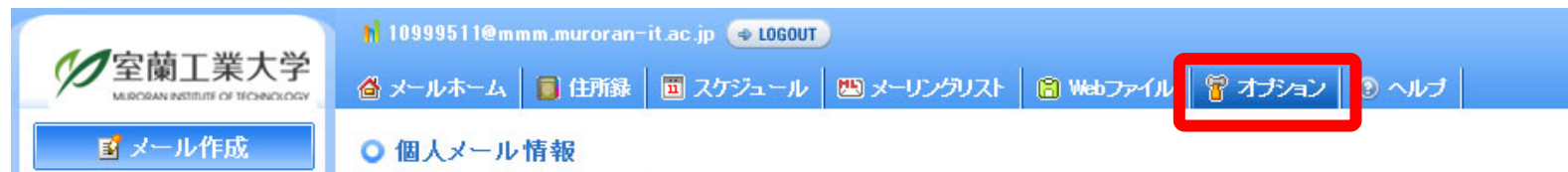
Set up email forwarding

Please forward your univ account email to your private email account, if necessary.

MuroranIT recommends you to setup email forwarding because university faculty and staff send all email messages to your university account.

Please setup “accept” of receiving univ account emails (@mmm.muroran-it.ac.jp) at your private account.

Set up email forwarding



オプション

 <h3>個人環境の設定</h3> <p>メール使用のための基本環境設定及び署名設定、挨拶文の設定、自動応答メッセージの設定などを行います。</p>	 <h3>個人情報の変更</h3> <p>メール送信時の送信者のアドレス変更、パスワード変更などの設定を行います。</p>
 <h3>受信拒否</h3> <p>受信を拒否するメールアドレスを登録して管理することができます。</p>	 <h3>自動振り分けの設定</h3> <p>新規メールに対して送信者、件名を指定し、自動的に指定したフォルダへ移動するように設定します。</p>
 <h3>POP3設定</h3> <p>POP3をサポートしているPOP3サーバを登録して、指定したフォルダで確認できるように設定を行います。</p>	 <h3>メール転送</h3> <p>受信した新規メールを他のアカウントへ期間を設定して転送するように登録します。</p>

Set up email forwarding

メール転送

転送メールを自分のフォルダに残す

<input type="checkbox"/>	使用	転送先メールアドレス	期間	メールサイズ制限	条件
! 該当内容がありません。					

メール転送の追加

使用 使用しない

転送先メールアドレス

期間設定 年 月 日から 年 月 日まで

メールサイズ制限 使用しない 転送拒否 制限サイズ転送

メールサイズ設定 KByte

処理方法 OR AND

条件設定 に

! 送信者が“転送禁止”したメールは、転送されません。

Check the box like

Input your private email address