Course Registration Schedule for 2020 Spring

Here is the course registration schedule for Spring 2020. Please make sure that you do not miss any.

Please check *1 to *8 details carefully

Date and Time	Registration Schedule for 2020 Spring Semester	
April 1 (Wed) 8:50 ~	★[All students] *1 Pre-Registered Courses will be announced at 8:50.	
April 8 (Wed) ~ 16:50	★[All Students] *2 Pre-Applying Courses Application Period (Course Registration by Lot Selection) **April 1 (8:50) ~ April 8 (16:50)** at Kyogaku Web Service You cannot drop the course once you are registered.	★[All students] *3 CIEC Course Registration Period 1 **April 1 (8:50) ~ April 8 (16:50)** Submit CIEC Application Form to the SIS office during the opening hour.
April 10 (Fri) 8:50 ~	★[All Students] *4 <Lot Selection Result Announcement of Pre-Applying Courses> SIS pre-applying courses lot result will be announced at Kyogaku Web Service at 8:50.	
April 13 (Mon) 8:50 ~	★[All Students] *4 <Lot Selection Result Announcement of Pre-Applying Courses> University-wide pre-applying courses lot result will be announced at Kyogaku Web Service at 8:50.	
April 21 (Tue)	**Class Starts**	
April 22 (Wed) 8:50 ~ April 23 (Thu) April 24 (Fri) ~ 16:50	★[All Students] *5 Course Registration Period **April 22 (8:50) ~ April 24 (16:50)** at Kyogaku Web Service *6< Registration Support> If you need assistance, please come to SIS Office.	★[All students] CIEC Course Registration Period 2 **April 22 (8:50) ~ April 24 (16:50)** at the SIS office
April 28 (Tue) 8:50 ~ April 29 (Wed) ~ 16:50	★[All Students] *7 Course Registration Change Period **April 28 (8:50) ~ April 29 (16:50)** at Kyogaku Web Service	★[All students] CIEC Course Registration Period 3 **April 28 (8:50) ~ April 29(16:50)** at the SIS office
May 8 (Fri) 8:50~	★[All Students] You can check all confirmed registered courses at Kyogaku Web Service.	
May 25 (Mon)8:50 ~ May 29 (Fri)~ 16:50	★[All students] *8 Course Cancellation Period **May 25 (8:50) ~ May 29 (16:50)**	*6 <Registration Support > If you need assistance, please come to SIS Office.
June 5 (Fri)	★[All Students] Final confirmed timetable for Spring 2020 is available at Kyogaku Web Service	

*1: Pre-Registered Courses (Registered by school)
Please check at https://webinfo.kwansei.ac.jp, under "Course Registration" page. (Japanese, Christianity, Basic Seminar A)

*2: Pre-Applying Courses (Course Registration by Lot Selection)
You can apply from Kyogaku Web Service. Courses below **CANNOT be dropped** once you applied and registered.
So, please check their syllabi carefully before you apply.

1. **Courses offered by SIS**
－ 数量分析基礎、コンピュータ演習

2. **University-wide Courses**
- スポーツ科学 (Sport classes)
- **Courses offered by Language Center.**
  (Registration details in the other handout "Pre-Applying Courses in English offered by Language Center" and the course list.)

*3: CIEC Course Registration at SIS Office
Please apply CIEC courses (red in the course list) during the period 1 to 3. During these periods, you can apply for the courses that you want to register; add and cancel. Please keep the copy in hand. Courses that you are applied during each period will be available at Kyogaku Web Service on specific days as above.

*4: Lot Selection Result Announcement of Pre-Applying Courses
Please be aware that SIS and University-wide pre-applying course announcement date and time is different.

*5: Course Registration Period at Kyogaku Web Service
SIS courses (black in the course list) and other university-wide courses can

be registered only during this period. When you complete the registration, you will go to the "Course Registration Confirmation" page. **You must save on the computer or print out the "Course Registration Confirmation Slip" for your proof of registration.**

*6: Registration Support
April & May: If you need support for registration procedures at Kyogaku Web Service, please come to SIS Office.

*7: Course Registration Change Period
You can modify your registration status during this period, such as add or cancel. **You cannot add courses after this period.**

*8: Course Cancellation Period: SIS, CIEC, and University-wide courses.
You can drop courses during this period.
SIS & University-wide courses: Cancel at Kyogaku Web Service.
*You must save on the computer or print out the "Course Registration Confirmation Slip" for your proof of registration as well as course registration on Kyogaku Web.
CIEC courses: Come to the SIS office with class information that you want to drop; course code and its title.

Pre-Applying courses cannot be dropped

Maximum Credit Load for a semester
24 credits

National Holiday, but Regular Class Day on April and May
・ April 29 (Wed/National Holiday) ・ May 6 (Mon/National Holiday)