

## For those who are scheduled to graduate from the Doctoral Program in September 2020 (Submission of Title)

Those students who hope to graduate from the doctoral program (Doctoral Program of Medicine, Doctoral Program) in September 2020 must submit the Doctoral Dissertation Title Form. Those concerned should submit the following.

**Who this affects:** All those students of the doctoral program who hope to graduate in September 2020

**Documents to submit:** The “Doctoral Dissertation Title Form” (博士論文題目届)

(You can download the from the Graduate School of Medicine website, at <http://www.m.u-tokyo.ac.jp/daigakuin/index.html> )

**Submission deadline:** 5 pm on Friday, March 6<sup>th</sup> 2020

**Where to submit:** You should submit to Graduate Student Affairs Section, Faculty of Medicine(医学部大学院係)(1st floor, Building No. 2, Faculty of Medicine)

\*You may post it, or use the university postal system.

**Other:** When you submit the Doctoral Dissertation Title Form(博士論文題目届), please recommend 3 examination committee members.

\*The actual members of examination committee will be 5 in total (3 of the nominated members, 2 selected from the department).

- You may nominate up to one person from your own department(専攻).

- You may not nominate your co-researchers(共同研究者), research supervisor(指導教員), faculty from your lab, research field(所属教室の教員), or those related to you by marriage.

\* Consult with your research supervisor about who will be the co-researchers in your case. Please note that you will need to attach the original copy of “Letter of Consent and Acceptance”(同意承諾書) by all co-researchers when submitting the “Application for Conferral of Degree”(学位授与願).

(No photocopies accepted.)

- Unless you obtain prior consent, you may not nominate Dean of the Graduate School of Medicine, the Director of the University of Tokyo Hospital, the Director of the Institute of Medical Science, or the Director of the Institute for Quantitative Biosciences

- You may nominate one faculty in the University of Tokyo, who is not member of Graduate School of Medicine, if you obtain prior consent from head of the department(専攻長) and faculty him/herself. Letter of Consent (no specific format) from head of the department is also required. Please enter his/her name, affiliation precisely in the form.

**Advance Notice:** Supplementary Article (副論文)

~~\*If there is a supplementary article, please submit when you apply for conferral of degree(Next step).~~

~~·There may be requirements for the submission of a supplementary article, depending on the department. Please confirm with your supervisor.~~

~~\*Department of Surgical Science : All students should submit a supplementary article. Please confirm with your supervisor and check the department’s requirements.~~

After you submit the Title Form, please submit the set for the Application for Conferral of Degree (学位授与願) and doctoral dissertation (and other necessary forms) by Friday 8, May. We will inform you of procedure for the Application for Conferral of Degree later.

February 18, 2020

Graduate Students Affairs Section, Graduate School of Medicine