

Spring Semester, AY2025 Course Registration for ISI Specialized Courses

ISI Office

1. Enrollment Procedures

【Course Registration Period】

April 9 (Wed) 9:00 - April 16 (Wed) 17:00

Please register on the student portal system (Campusmate)

《Campusmate》 <https://ku-portal.kyushu-u.ac.jp/campusweb/top.do>

※Please access from “Course Registration/Course Result” on the top menu.

* Students must register **courses offered in both Spring and Summer quarter** as well as Spring semester.

* Please check the day, period, course title, and teacher's name carefully when you register courses.

* Do not forget to **delete the registration** of courses that have been **rejected due to course restrictions**. If you do not do so, you will receive a grade of “F” (Fail), which will be reflected in your GPA.

* Because the system will be busy on the final day, we strongly recommend earlier registration.

【Confirmation and Add/Drop Period】

April 23 (Wed) 9:00 - April 25 (Fri) 17:00

Please check your registration details on Campusmate and make corrections (Add/Drop) on Campusmate if needed.

* Please check the details of your course registration and corrections on the [Course Registration Confirmation] from the menu screen.

【Final Confirmation and Add/Drop Period】

May 7 (Wed) 9:00 - May 9 (Fri) 17:00

In this period, you will not be able to make corrections on Campusmate. You need to make any corrections (Add/Drop), please apply through the designated means* by the office of ISI.

*We are planning to accept applications on Moodle (or other methods).

After this period, course registration will be finalized. Please note that any requests of corrections after this period will not be accepted. (It is the same as the courses offered in the summer quarter.)

2. Precautions

(1) You must register for all courses* you wish to take. If you miss registering for a course, you will not receive credit for it, even if you have attended the class, taken the exam, and studied sufficiently. *ISI Office will register the following courses; Cross-Cultural Adjustment 1 & 2, Basic Project for ISI, Project for ISI, ISI Fundamental Courses, Degree Project 1 to 3.

(2) In order to confirm that your registration was successfully completed, **please log out and log back on so that you can confirm all your registration.**

(3) If you register for a course but do not attend the class, you will be considered to have abandoned the course and will receive a grade of "F (Fail)".

(4) **Please note that what you register on Campusmate is not linked to Moodle system, therefore, please make sure to register on both systems.**

(5) Besides above, there are Course Withdrawal Periods, however, **you are not allowed to withdraw "Required Courses" and "Intensive Courses"**. Please check the contents carefully and schedule in the course syllabus before you register, and if you have any questions, please contact the teachers in charge.

The schedule of "Course Withdrawal Period" is as follows. The details will be announced as the time approaches.

○Spring Semester / Spring Quarter Courses

: May 14 (Wed) - May 20 (Tue)

○Summer Quarter Courses : July 4 (Fri) - July 10 (Thu)