

Date	Necessary procedures and things to check								
<p>Apr. 3 (Mon.) 12:30 p.m. (JST) – Apr. 5 (Wed.) 4:45 p.m. (JST)</p>	<p><u>First Course Registration Period</u> Students must register all the courses they will take in Spring Semester via keio.jp. Please refer the manual below for details. https://www.students.keio.ac.jp/en/com/class/system/course-reg-manual.html</p> <p>Please select the “Field Name” below from the pull-down in registering the Course Category.</p> <table border="0"> <tr> <td>[Course Category]</td><td>[Field Name]</td></tr> <tr> <td>Natural Science =></td><td>GENERAL EDUCATION</td></tr> <tr> <td>FBC =></td><td>SPECIALIZED SUBJECTS</td></tr> <tr> <td>Non-FBC =></td><td>BUSINESS-RELATED SUBJECTS</td></tr> </table> <p>*If you wish to register FBC course as Non-FBC course, please select “BUSINESS-RELATED SUBJECTS”.</p> <p>Office of Student Services will contact the students if there are any corrections to the registration.</p> <p><Important points for course registration for the Spring Semester> (1) There may be restrictions on courses offered by other faculties that you can register for. Please see the URL below for further information. https://www.students.keio.ac.jp/en/com/class/registration/other-faculties.html (2) Before registering for courses, check the syllabus (https://gslbs.keio.jp/syllabus/search) carefully, since the course timetable may change, some courses may impose new restrictions on the eligibility of students, or new courses may become available. (3) Attend all classes you have registered and classes you are likely to add until the results of the course registration have been announced. (4) No credits will be given for a course that has not been registered.</p>	[Course Category]	[Field Name]	Natural Science =>	GENERAL EDUCATION	FBC =>	SPECIALIZED SUBJECTS	Non-FBC =>	BUSINESS-RELATED SUBJECTS
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<p>Apr. 6 (Thu.) 6:00 p.m. (JST)</p>	<p><u>Announcement of the Results of Adjustments for First Course Registration</u> The number of students may be adjusted when many students have registered for the same course.</p>								
<p>Apr. 6 (Thu.) 6:00 p.m. (JST) – Apr. 14 (Fri.) 10:00 a.m. (JST)</p>	<p><u>Second Course Registration Period</u></p> <p>If students wish to add or delete courses as a result of the First Course Registration, please do so on the “Course Registration” screen via keio.jp during the Second Course Registration Period. The courses which appear as “Lottery planned”, “Registration-accepted students to be finalized”, “[Registration Restriction] Not planned” are the only courses which can be added. Lottery would be held 2 times as below, and 3rd lottery would also be held after the Second Course Registration Period.</p> <p>1st lottery: Apr. 10 (Mon.) 5:00 p.m. – 6:30 p.m. (Scheduled) 2nd lottery: Apr. 12 (Wed.) 5:00 p.m. – 6:30 p.m. (Scheduled)</p> <p>The 1st and 2nd lottery would be held for courses which exceed the maximum number of students by 5:00 p.m. each day. Please make sure to confirm the result on 6:30 p.m. on keio.jp.</p> <p>As a result of the lottery, courses which are permitted will be displayed as “Registration-accepted students finalized (Registration accepted).” and courses which are not permitted will be displayed as “Registration not accepted”. Courses that lottery was not made will be displayed as “Lottery planned”. In this case, the students are not permitted to register the courses yet.</p> <p>After the end of Second Course Registration Period, a lottery will be held for courses which exceed the maximum number of students. Please make sure to confirm the results of the lottery displayed on the “Confirmation of Registered Courses” screen, on Apr. 15 (Sat) 12:00 a.m. The students cannot add any more courses after the Second Courses Registration Period regardless of the lottery results.</p>								
<p>Apr. 7 (Fri.)</p>	<p><u>First day of the Spring Semester Courses</u> Regular classes begin.</p>								
<p>Apr. 27 (Thu.) 10:00 a.m. (JST) – Apr. 28 (Fri.) 4:45 p.m. (JST)</p>	<p><Important points for cancelling Spring Semester courses></p> <p>A. Courses that can be cancelled <u>Course Registration Cancellation Period for Courses of Spring Semester and First-half of Spring Semester</u> Students may cancel the courses they have registered. Please refer to the section on the right, and cancel via keio.jp.</p>								
<p>Jun. 19 (Mon.) 10:00 a.m. (JST) – Jun. 20 (Tue.) 4:45 p.m. (JST)</p>	<p>B. Courses that cannot be cancelled 1. Courses listed in “Undergraduate courses that cannot be canceled by students from other faculties or other graduate schools” on the URL below. https://www.students.keio.ac.jp/en/com/class/registration/other-faculties.html 2. Cancellation that will affect the requirements advancement/graduation</p> <p>C. For intensive courses, cancellations are possible until one day after the first class (excluding holidays) at the Office of Student Services, regardless of the cancellation period.</p> <p><u>D. Students are allowed to cancel 8 credits at most during each cancellation period.</u></p>								