

Master's Thesis Guidelines

1. Eligibility

The following requirements must be met by August 2027 (GSP, GPES) or March 2027 (GSP, GPES) for students who wish to submit the Master's thesis:

Students must have completed the standard 2 years in the program.

- Students must have earned 30 credits or more toward their Master's degree.
- Students must have successfully completed all program requirements for the degree.

2. Submitting the Title of Master's Thesis Form

2.1 Submission period

Program	Submission Period
Graduate Program on Global Society (GSP) (for graduation in March 2027)	October 28 (Wed) to November 4 (Wed), 2026
Graduate Program on Environmental Sciences (GPES) (for graduation in March 2027)	December 1 (Tue) to 7 (Mon), 2026
Graduate Program on Global Society (GSP) (for graduation in August 2027)	April 5 (Mon) to 7 (Wed), 2027
Graduate Program on Environmental Sciences (GPES) (for graduation in August 2027)	May 6 (Thu) to 10 (Mon), 2027

2.2 Submit to:

PEAK/GPEAK Section, Academic Affairs Division 【Online Submission】

Please e-mail the completed title form and the approval e-mail to the following e-mail address:

gpeak.admin.c(at)gs.mail.u-tokyo.ac.jp

2.3 Submission period:

Each period specified in the table above. Documents must be submitted by 4:00 p.m. (JST) on the deadline date.

2.4 Notes

- The form is available online at: https://www.c.u-tokyo.ac.jp/eng_site/graduate/thesis/master/index.html
Complete the Title of Master's Thesis Form and obtain an approval seal/email from your academic advisor prior to submission.
- The name shown on this form will appear on your diploma, which must be written officially in Japanese. Print your name clearly and legibly. For international students whose name is not written in kanji, your name transcribed in the Latin alphabet will be used as a substitute. Please consult with the PEAK/GPEAK Section regarding the use of a former surname.

3. Submitting the Thesis and Abstract

3.1 Submission period

Program	Period for Thesis Submission
Graduate Program on Global Society (GSP) (for graduation in March 2027)	December 2 (Wed) to 9 (Wed), 2026
Graduate Program on Environmental Sciences (GPES) (for graduation in March 2027)	January 6 (Wed) to 14 (Thu), 2027
Graduate Program on Global Society (GSP) (for graduation in August 2027)	May 11 (Tue) to 13 (Thu), 2027
Graduate Program on Environmental Sciences (GPES) (for graduation in August 2027)	May 27 (Thu) to June 1 (Tue), 2027

3.2 Submit to:

PEAK/GPEAK Section, Academic Affairs Division 【Online Submission】

Link for thesis submission will be provided by the PEAK/GPEAK Section to those who have submitted their title forms.

3.3 Submission period:

Each period specified in the table above. Documents must be uploaded by 4:00 p.m. (JST) on the deadline date.

Deadlines are strictly set. Extensions are NOT permitted.

Late or incomplete submissions will not be accepted except in special circumstances.

Note: "Special circumstances" here refer to situations such as unexpected accidents, natural disasters, and sudden occurrences of legally designated infectious diseases, which are normally unpredictable and cannot be attributed to the student. Printer malfunctions, generally predictable delays in public transportation, or non-serious illnesses, are NOT included. If you believe a "special circumstance" applies to your case, you are required to consult with your academic advisor and supply proof or documentation of the fact.

3.4 Documents to be submitted

Students should obtain prior approval from their academic advisor before submitting the thesis.

(a) **Master's Thesis Submission Sheet:** 1 original form

The form is available online at

https://www.c.u-tokyo.ac.jp/eng_site/graduate/thesis/master/index.html

Download, complete, and print the sheet prior to submission.

(b) **Thesis:** 1 PDF file

(c) **Abstract:** 1 PDF file (separately from the thesis)

Please name the uploaded files as follows, substituting your last and first name for LASTNAME Firstname:
LASTNAME Firstname_Submission Sheet.pdf
LASTNAME Firstname_Thesis.pdf
LASTNAME Firstname_Abstract.pdf

Please submit each document in PDF format (One PDF file for each document). Additionally, please upload those documents together in one zip file. (Please avoid using rar. format. .zip format is desirable.)

NOTE: Be aware that your department may require that you submit documents in addition to the thesis and abstract. Please be sure to consult with your department in advance and follow any additional instructions that they may have.

4. Guidelines for Preparing Master's Thesis and Abstract

4.1 GPEAK students are required to follow the instructions below.

(a) Thesis

- The thesis must be typed on a computer in either English or Japanese, generally on size A4 Word format, and converted into a single PDF file.
- A sample title page appears on the following page. In accordance with the instructions, include the thesis title, department/program, your student ID number, and your name on the title page.
- If the thesis consists of more than one volume, each volume must include the thesis title, department/program, student ID number, and your name on the title page. The volume number and your name should also be shown at the bottom of each file.

(b) Abstract

- The abstract must be written in the same manner as the thesis and converted into sizeA4 PDF file. It must not exceed ten pages in length. Figures and tables should be clearly readable. Follow all specific instructions given by your department or program, if any.
- A sample abstract page appears on the following page. In accordance with the instructions, include the thesis title, department/program, your student ID number, and your name on the abstract page.

5. Others

- Please note that students with outstanding tuition payments cannot complete the program.
- The forms are available online at https://www.c.u-tokyo.ac.jp/eng_site/graduate/thesis/master/index.html
Please make sure to obtain the forms prior to the submission period for the Title of the Master's Thesis Form and allow yourself enough time to prepare the thesis.
- Spelling of your name: The name shown on the Title of Master's Thesis Form will appear on your diploma. The name on the Title of Master's Thesis must be typed by computer and must match your name as it appears on your passport or other official document. For international students whose names are not written in kanji, your name transcribed in the Latin alphabet will be used as a substitute. Please consult with the PEAK/GPEAK Section office in advance if you intend to use a former surname or if you have special circumstances regarding the transcription of your name.
- Certificate of Degree: International students will also be presented with a Certificate of Degree in English. The name in English that appears on this certificate must match that on the Title of Dissertation Form. Students who wish to have the name on the certificate corresponding with that shown on their passport or other official document should pay particular attention to the spelling of their name. The name as it appears on the certificate will be printed in uppercase lettering.

Sample of Title Page

Master's Thesis

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May 2026
Department of Interdisciplinary Cultural Studies
Culture and Representation course
Graduate Program on Global Society
31-24○○○○○
○○ ○○○

- <- Thesis title
- <- Month and year of submission
- <- Department, course and program
- <- Student ID number
- <- Name (Write the name shown on the Title form)

Sample of Abstract Page

Abstract

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Department of Multidisciplinary Sciences
Graduate Program on Environmental Sciences
31-24○○○○○
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- <- Thesis title
- <- Department, course and program
- <- Student ID number
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