[IMPORTANT] 2025A Semester (A1/A2 Term) Registration Approval E-Form Submission Procedure

履修認定カード電子版

■ Before you begin:

1. Check whether the course registration requires instructor's approval

[Courses Requiring Instructor's Approval] Please refer to 2025 Syllabus and Timetables A Semester

- When HS III students enroll in courses for NS II students ("PEAK Academic Handbook" p.30)
- Courses offered to April-entry students ("PEAK Academic Handbook" p.32)
- "Medical Care Course" of "Physical Education and Health Sciences" ("PEAK Academic Handbook" p.24)

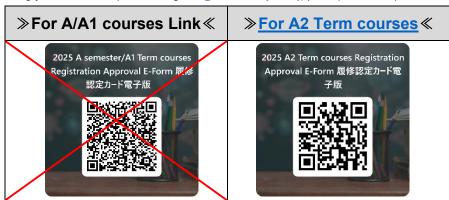
2. Obtain approval from your instructor

Please speak/write (via email or UTOL) to your instructor before/after class to obtain approval to register for the course. To avoid miscommunication or trouble, it is highly advisable to obtain **written consent** for your reference.

■ Step-by-step procedure

1. Please access Microsoft Forms below (URL or QR code) and fill in the form with necessary information regarding the course you wish to register for.

**Please login using your username(Your 10 digit ID@utac.u-tokyo.ac.ip) and password (same as UTokyo Account)



2. Login to UTAS and check if the course is registered

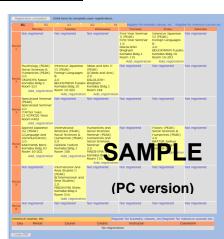
If there is no problem with your application, the course will be registered after 4-5 working days (exclude weekends and national holidays).

Make sure to check <u>UTAS>Courses >Junior Division>Course Registration</u> to confirm if your intention has been properly reflected^(*).

If not, please contact the PEAK/GPEAK Section via email:

<u>peak.admin.c@gs.mail.u-tokyo.ac.jp</u> (Please refrain from sending emails before the 4th day after your initial application)

(*) For A2 course, make sure the UTAS course registration tab is clicked to A2.



■ Submission Period of the Approval Form Registration

For A Semester/A1 Term: Oct.2 (Thu) - Oct.22 (Wed) 4:50 p.m.

For A2 Term: Nov.28 (Fri) – Dec.11 (Thu) 4:50 p.m.

Registration outside these periods is unacceptable under any circumstances.