【IMPORTANT】2023ASemester (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 2023 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, ITC-LMS) to your instructor before/after class to obtain approval from the instructor. To avoid miscommunication or trouble, it is highly advisable to obtain a written consent for your reference.

■ Step-by-step procedure

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

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

   ![For A/A1 courses Link](URL or QR code)

   ![For A2 courses Link](URL or QR code)

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). Please make sure to check UTAS>Courses >Junior Division>Course Registration to confirm if your intention has been properly reflected(※). If not, please contact the PEAK/GPEAK Section via email: peak.admin.c@gs.mail.u-tokyo.ac.jp (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.3(Tue) – Oct.23(Mon) 4:50 p.m.
   
   **For A2 Term:** Nov.29(Wed) –Dec.12(Tue) 4:50 p.m.

   Registration outside these dates is unacceptable under any circumstances.