

PEARL, Faculty of Economics
Additional Registration and Amendment of Registered Courses

[Course Registration Confirmation Period]

After the adjusted results for course registration are announced, print out a screenshot of the confirmation screen in the “Confirm Registered Courses” section of the Academic Affairs Web System. It is the responsibility of each student to confirm the content of his or her course registration.

A Course Registration Confirmation Sheet will only be sent to the addresses of students if their course registration was incomplete.

[Eligible persons for additional registration and amendment of registered courses]

The following persons are eligible to carry out additional registration and amendment of registered courses. Depending on the circumstances for course registration and the desired amendments, the method and counter for overseeing course registration may differ. Students should refer to the following methods and periods for additional registration and amendments, and ensure they do not make any mistakes.

- A. Students who forgot to register for required subjects (incomplete course registration)
- B. Students who were not permitted to register for a course as a result of the course registration adjustments, and wish to register for another course. Refer to the “AY 2017 Fall Semester PEARL Course Registration Result” for the results of your registration application and a list of available courses.
- C. Students who have a summons stamp on their Course Registration Confirmation Sheet due to an error in the course registration.
- D. Students who have not registered enough credits. (Be reminded that the maximum credit enrollment for one academic year (AY 2017 Fall and AY2018 Spring) is 48 credits.)

Dropping and Adding Courses or When a Course Registration Confirmation Sheet is Sent to Your Home

Students must drop or add their courses by filling out a form at the office below.

Students are not able to drop or add courses on the Academic Affairs Web System.

(1) Registration Period: 8:45–16:45 on October 16 (Monday) and October 17 (Tuesday)

(2) Office: Faculty of Economics Section, Hiyoshi Office of Student Services

(3) What to bring:

*Course Registration Confirmation Sheet {
-The original copy that was sent to your home (if there was an error in your registration).
-Printout of the View Registered Courses screen on the Academic Affairs Web System.
(if there were no errors in your registration but you would like to add/drop courses)

*Student ID card

*Pencil or mechanical pencil for filling out the form

[Academic Counseling]

Academic counselors will consult with students (advanced booking required).

Students who were instructed to receive academic counseling on the Course Registration Confirmation Sheet or who wish to receive academic counseling should contact the Faculty of Economics counter at the Hiyoshi Office of Student Services by no later than October 10 (Tue.).