2020 school year Guidance for Master Course of MuroranIT

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　※ For more information, see Section 1 to 6 in the Postgraduate Course handbook.

Divisions and Courses in MC

Division	Course
Division of Sustainable and Environmental Engineering	Course of Applied Chemistry
	Course of Chemical and Biological Engineering
	Course of Architecture and Building Engineering
	Course of Civil Engineering
	Course of System Engineering for Public Works
Division of Production Systems Engineering	Course of Mechanical Engineering
	Course of Robotics
	Course of Aerospace System Engineering
	Course of Materials Science and Engineering
	Course of Applied Physics
Division of Information and Electronic Engineering	Course of Computer Systemics
	Course of Intelligent Informatics
	Course of Electrical and Communication Engineering
	Course of Electron Device and Instrumentation

Curriculum of Master Course

32 or more credits, including both compulsory and elective subjects, should be obtained. Because the way of obtaining credits is different at each course, you need to take subjects in a well-designed way after you fully confirmed your own curriculum.

Besides, 4 or more credits should be obtained in the systematic subjects studied in other courses in the minor subjects. But, if there is a subject of the same name in the course taken by the student, the subject cannot be selected as a systematic subject studied in other courses.

If you are a F.S. student and there is a subject of the same name in the course taken by the F.S. student, the subject cannot be selected as a systematic subject studied in other courses.

F.S. : foreign students who chose to complete the requirements through English-based coursework

For more information, see Section 16 to 87 in the Postgraduate Course handbook.

To Complete Master Course

　You need to enroll for a period of at least 2 years, earn more than 32 credits, receive the necessary research guidance, and have the master's thesis accepted and pass the final examinations.

【Thesis Examination】

　See both the Rules of Degrees in MuroranIT and the Rules of Handling Academic Degrees Examination first, and then obey your supervisor of research guidance.

　Thesis is strictly examined, based on the internal regulation of criterion in Thesis Examination.

　You can see the rules and regulations on the following web-link.

　http://www3.e-reikinet.jp/muroran-it/d1w_reiki/reiki.html

MOT (Management of Technology) Education Program Environmentally Friendly Materials Education Program

MuroranIT serves the following two special programs in MC; MOT Education Program and Environmentally Friendly Materials Education Program. After you succeed in finishing each program, you will be able to receive the certificate.

For more information, please see Section 11, 52 & 86 for MOT Education Program and Section 11, 12, 53, 87 for Environmentally Friendly Materials Education Program.

Moreover, about Environmentally Friendly Materials Education Program, there are additional documents. Please take another guidance if interested.

※In both programs, you will be able to receive Certificate if you meet the requirements of each program.

Teaching Certificate

In the master course of MuroranIT, you can receive Teaching Certificate based on Education Personnel Certification Act if you take additional credits from teacher-training curriculum. After you finish taking credits required for teaching certificate and apply for the certificate to Board of Education in each prefecture, you will be able to receive Teaching Certificate.

List of Teaching Certificate that you can receive
(SHS means "Senior High School". "Science" in this case includes Physics, Chemistry, Biology, and Geoscience.)

Sustainable Environmental Eng.	Teaching Cert. for SHS（Science）
	Teaching Cert. for SHS（Industry）
Production Systems Eng.	Teaching Cert. for SHS（Science）
	Teaching Cert. for SHS（Industry）
Information and Electronic Eng.	Teaching Cert. for SHS（Mathematics）
	Teaching Cert. for SHS（Industry）

If you would like to receive Specialized (Advanced Class) Teaching Certificate, you need to take credits required for First Class Teaching Certificate first, and then you need to take more credits (24 or more credits) required for Specialized Teaching Certificate from the list of subjects in master course (see Section 14 & 15 in MC handbook).

※For more information, see Section 13 & 14 in the Postgraduate Course handbook.

Student Award

  MuroranIT has Student Award system. If a student is with extremely high grades or good conduct, he/she will get an award.

①Rangaku Award

  A student or a group that achieved excellent results in studying, extracurricular activities, and/or community services will get a prize because such actions redound to the honor of MuroranIT.

②High Achievers Scholarship

  A student of high achievement as well as excellent caliber will get a prize and scholarship for the purpose of academic development of MuroranIT.

Term Limits, Leave of Absence

Max 4 years for MC, and Max 6 years for DC.

You need to inform university of your leave of absence, drop out of school, or return to school in advance, by the previous month when it will happen.

For more information, please ask Center for Academic Support.

室蘭工業大学大学院規則(抜粋)
（在学年限）
第7条　博士前期課程には4年を、博士後期課程には6年を超えて在学することはできない。
（休学）
第18条　疾病その他の理由により、3か月以上修学できないときは、学長の許可を得て休学することができる。
　2　疾病のため修学が不適当と認められた者に対しては、学長は休学を命ずることがある。
　3　休学期間は、通算して博士前期課程にあっては2年を、博士後期課程にあっては3年を超えることはできない。
　 4　休学期間は、これを在学期間に算入しない。
（復学）
第19条　休学期間中にその理由が消滅した場合は、学長の許可を得て復学することができる。
（退学）
第20条　疾病その他の理由により退学したい者は、理由書を添え学長に願い出てその許可を受けなければならない。
（除籍）
第22条　次の各号のいずれかに該当する者は、研究科委員会の議を経て、学長が除籍する。
　（1）　入学料の免除若しくは徴収猶予の不許可又は半額免除若しくは徴収猶予の許可を受けた者で、所定の期日までに入学料を納付しない者
　（2）　所定の期日までに授業料を納付せず、督促してもなお納付しない者
　（3）　第7条に定める在学年限を超えた者
　（4）　第18条第3項に定める休学期間を超えてなお修学できない者
　（5）　疾病その他の理由により成業の見込みがないと認められる者
　（6）　長期間にわたり行方不明の者

② How to take classes/get enrolled (Registration)

How to take classes/get enrolled (Registration)

Students have to get enrolled in the period of course registration. They need to choose lectures properly after reading syllabus and setting their learning goal.

For course registration, go to CAMPUS SQUARE after reading additional document of "Course Registration"
F.S. students should communicate with his/her supervisor, check class-timetable for F.S. students, and submit course registration card.

※ F.S. : foreign students who chose to complete the requirements through English-based coursework

Course Registration Period in 2nd semester 2020:
                  from October 1th (Thu) to October 14th (Wed)

CAMPUS SQUARE

CAMPUS SQUARE is a web-based system in which students can register courses, check class-timetable, watch their evaluation of each lecture, etc. In the 2nd semester 2020, all the information related to lectures are announced through CAMPUS SQUARE in order to avoid COVID-19 at campus. (See next page.) Please log in and check new information at least once a day.

ID and PW for you to log-in are given to you on April 16th and 17th with other documents for new enrollment.

Please check users manual of CAMPUS SQUARE. It shows you how to use it in detail.

【Important】 How to check BBS related to Lectures and Seminars
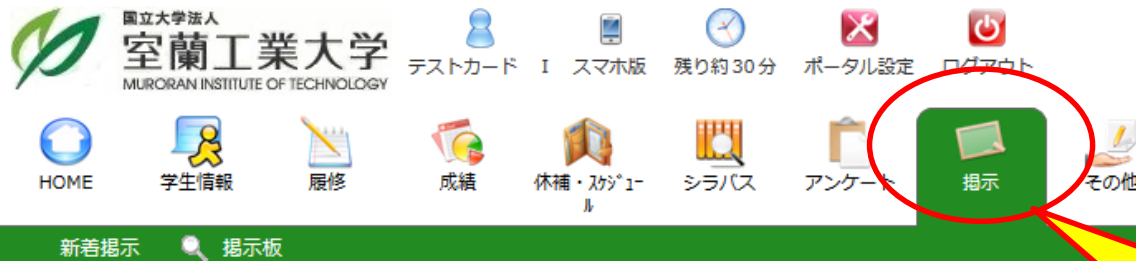
Click here, and you can check important information related to lectures and seminars.

Check the BBS at least once a day!!

Syllabus

  A syllabus is your guide to a course and what will be expected of you in the course. It will include course policies, rules and regulations, required texts, evaluation, faculty info, and a schedule of assignments. A syllabus can tell you nearly everything you need to know about how a course will be run and what will be expected of you. You need to read it before you start registering and taking each lecture in order to know how you will learn in each lecture.
 You can get access to the syllabus after logging-in to CAMPUS SQUARE.

※ You can read syllabus for 2nd semester 2020 after September 24st, Tuesday.

③　How to setup webmail

Check your univ account emails on webmail system

・Check your univ account emails often, at least once a day.
・This is your "official" email account while you are a MuroranIT student.
・University faculty and staff send you emails by means of university account.
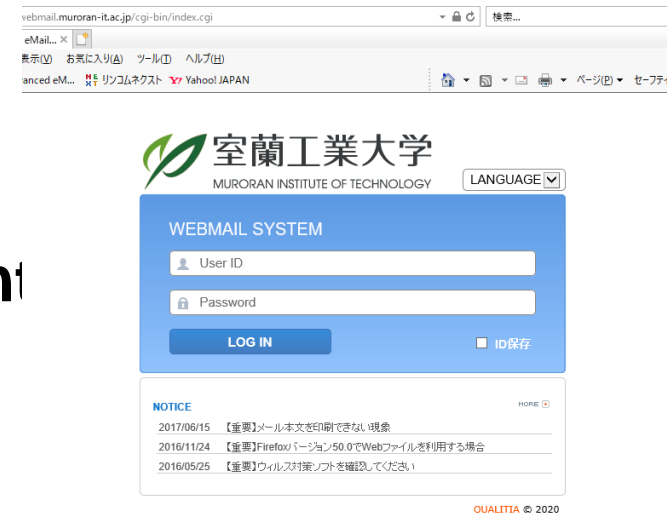
Today, MuroranIT has already sent you an email, so please check email rapidly after this guidance.

How to log-in to webmail system

1. Activate web-brouser
2. Get access to the following link;
   wp.mmm.muroran-it.ac.jp
3. Click "webメール (webmail)"
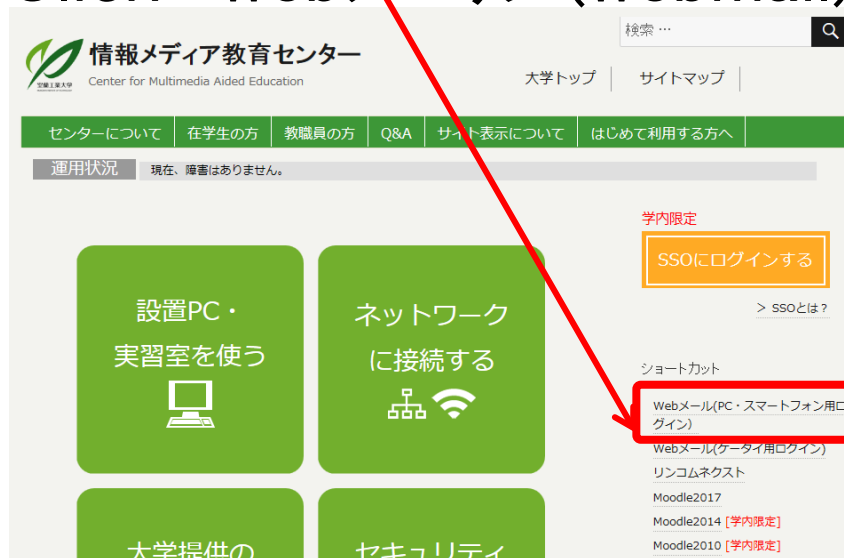
Input your ID and PW by the announcement sheet of your account.

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Set up email forwarding

Please forward your univ account email to your private email account, if necessary.

MuroranIT recommends you to setup email forwarding because university faculty and staff send all email messages to your university account.

Please setup "accept" of receiving univ account emails (@mmm.muroran-it.ac.jp) at your private account.

Set up email forwarding

Set up email forwarding

○ メール転送

☑ 転送メールを自分のフォルダに残す　｜選択削除｜　すべて削除

Check the box like ☑

□	使用	転送先メールアドレス ✉	期間	メールサイズ制限	条件

🔔 該当内容がありません。

○ メール転送の追加

Input your private email address

使用可否	⦿ 使用　　○ 使用しない
転送先メールアドレス	
期間設定	🗓 ---- ▼ 年 -- ▼ 月 -- ▼ 日から 🗓 ---- ▼ 年 -- ▼ 月 -- ▼ 日まで
メールサイズ制限	⦿ 使用しない　○ 転送拒否　○ 制限サイズ転送
メールサイズ設定	▢ ⬍ KByte
処理方法	⦿ OR　　○ AND
条件設定	⦿ 一般式　　○ 正規式 -------------------------- ▼ ▢ に ▢ -------------------------- ▼ ➕条件追加

❗ 送信者が"転送禁止"したメールは、転送されません。

追加　戻る