

# Application of the Rules and Agreement on the Review of Doctoral Theses

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## Requirements for submission of doctoral thesis

### 1. Coursework doctorate

#### Students enrolled before 2008

- (1) Those who have studied at the School for at least three years and received the necessary supervision for their research, and have attended at least 60 hours of seminars
- (2) Those who have studied at the School for at least one year and received the necessary supervision for their research, and have attended at least 30 hours of seminars and been recommended by their Advisory Professors as having achieved excellent academic results

#### Students enrolled in 2009 or later

- (1) Those who have studied at the School for at least three years and received the necessary supervision for their research, and have obtained at least 12 credits.
- (2) Those who have studied at the School for at least one year and

received the necessary supervision for their research, and have obtained at least 12 credits and been recommended by their Advisory Professors as having achieved excellent academic results

### 2. Dissertation doctorate

- (1) Students enrolled in 2009: Those who left the School after having studied there for at least three years and received the necessary supervision for their research and attended at least 60 hours of seminars
- (2) Students enrolled in 2010: Those who left the School after having studied there for at least three years and received the necessary supervision for their research and attained at least 12 credits. (However those who apply for a degree within three years after leaving the School shall be treated in the same manner as applicants who have completed a course.)
- (3) Those who have passed the School's eligibility review for submission of doctoral thesis (hereinafter referred to as "Eligibility Review.")

No.	Item	1st Term	2nd Term	Application	Course Dr.	Diss. Dr.
1	Academic papers published	1) In the application for doctoral thesis, all the documents to be submitted by the deadline shall be prepared.			○	○
		2) For the main thesis (more than one) of those who have completed the doctoral course, the applicant shall be the first author.			○	
		3) Requirements for those who do not apply for eligibility as having completed the doctoral course are as follows. a. Those who have left the School after earning credits or after completion of the full years of enrollment shall have three or more main theses as the first author. b. Those other than a. above shall have five or more main theses as the first author provided, however, that one of the theses co-authored by the applicant may have a different first author if approved by the Board of Representatives.				○
		4) For unpublished academic articles, a certificate of acceptance issued by an academic society, or any another relevant organization, that confirms the date of acceptance and the accepted manuscripts of articles shall be submitted. However, for doctoral students who have completed their course and their second article has been submitted but is still under review, they shall submit a certificate of article submission issued by the academic society /journal or any relevant organization. Thereafter, they shall submit a certificate of acceptance along with the "Report of Results of Thesis Presentation and Thesis Review (No.6 on the list)". Furthermore, during final thesis submission, the applicant whose article is still under review, shall submit a letter of commitment to withdraw the submitted thesis to be used in the eventuality that the article does not get accepted by the deadline of the "Report of the Results of Thesis Presentation and Thesis Review".			○	○
		5) For sub-item 4) above, separate prints shall be submitted to the administrative office.			○	○
		6) The main thesis shall be written in either Japanese or English.			○	○
2	Deadline for doctoral thesis submission for applicants who have completed the course	May 31	December 5	If these days fall on Saturday or Sunday, the following Monday shall be the deadline.	○	
3	Deadline for submission of application for eligibility review	Any time				○

No.	Item	1st Term	2nd Term	Application	Course Dr.	Diss. Dr.
4	Deadline for submission of application for a doctoral degree	Any time (thesis review and degree conferral shall take place twice a year.)				○
5	Documents to be submitted	1) Doctoral thesis (in Japanese or English): prepare six temporarily bound copies, of which one shall be submitted to the Dean of UGSAS and the other five shall be sent to the members of the Thesis Review Committee by the Chair of the Committee.			○	○
		2) Thesis abstract (Degree Form No. 3): should be written in less than 1200 Japanese characters or 500 English words, on one side of the Form.			○	○
		3) Other documents to be submitted shall be specified in Articles 4 and 6 of the Rules.			○	○
		4) List of Academic Papers for Doctoral Thesis (Degree Form No. 2) should be accompanied by an explanation thereof (Degree Form No. 2 – Annex)			○	○
		5) Regarding the Letter of Consent (Degree Form No. 6), if the coauthor is deceased, a statement specifying the reason (form is not specified) written by an academic advisor or recommender should be submitted. However, if these statements "the article will be used for the applicant's Ph.D. dissertation and the co-authors have provided the consent" were mentioned in the applicant's article, the applicant shall submit a statement explaining the reasons (form is not specified), in place of the letter of consent,			○	○
6	Reporting of results of Thesis Presentation and Thesis Review	By August 20	By January 31	If these days fall on Saturday or Sunday, the following Monday shall be the deadline.	○	○
7	Deadline for submission of CD in which the doctoral thesis and others	September 14	February 28	After the thesis review is completed, submit the CD which recorded doctoral thesis and others by the defined procedure to the Dean of UGSAS. But if these days fall on Saturday or Sunday, the following Monday shall be the deadline.	○	○
8	Doctoral thesis review	Applications for the degree shall be accepted twice a year and the decision of pass or fail shall be determined by the School Faculty Meeting.			○	○
9	Time to confer degrees	Degrees are conferred twice a year.			○	○
10	Chair of Thesis	An instructor who will be the Chair of thesis shall be one who is qualified as the Advisory Professor of the Constituent University related to the content of the thesis.				○
11	Thesis Review Committee members	Submission of coursework thesis: Two members of the four Vice-chairs of the Thesis Review Committee members shall be First Vice-advisory Professor and Second Vice-advisory Professor. The other two members shall generally include one person qualified as an Advisory Professor from each Constituent University. However, it shall not apply where one of the four Vice-chairs of the Thesis Review Committee will be an Advisory Professor from the United Graduate Schools of Agricultural Sciences at Iwate University, Tokyo University of Agriculture and Technology, Gifu University, Tottori University, and Ehime University.			○	
		Submission of Thesis: The Chair appointed by the School Dean shall generally recommend four Vice-chairs from among the persons who are qualified as Advisory Professors related to the thesis content. In such an event, one person from each Constituent University shall generally be included. However, it shall not apply where one of the four Vice-chairs of the Thesis Review Committee will be an Advisory Professor from the United Graduate Schools of Agricultural Sciences at Iwate University, Tokyo University of Agriculture and Technology, Gifu University, Tottori University, and Ehime University.				○
12	Applicant of Dissertation Doctorate	Among the application documents for thesis doctor, "Degree Application Form" (Degree Form No. 1-2) shall be excluded from submission at the time of application for eligibility review.				○
13	Research Experience of Applicant of Dissertation Doctorate	Research experience that meets the eligibility review criteria shall be considered upon review of the research content.				○
14	Treatment of Name of Degree	Submission of Coursework Thesis: the Advisory Professor shall report to the School Faculty Meeting after reviewing the applicant's field of major and the content of the applicant's thesis.			○	
		Submission of Thesis: the Chair instructor shall report to the School Faculty Meeting after reviewing the content of the applicant's thesis.				○
15	Topic of the thesis	When filling out Degree Forms No. 3 and No. 8, an English title shall be provided in parentheses under the Japanese title when the thesis is written in Japanese, and a Japanese title shall be provided in parentheses under the English one when the thesis is written in English.			○	○

No.	Item	1st Term	2nd Term	Application	Course Dr.	Diss. Dr.
16	Academic capacity examination by Review Committee	The Committee shall be notified by the applicant regarding his/her foreign language examination subjects, and shall conduct the academic capacity examination on the subjects notified.				○

Note 1 For item 1, sub-item 1) above, refer to the “Detailed rules on the review of doctoral theses for the United Graduate School of Agricultural Sciences, Kagoshima University” and “Agreement on the Review of Doctoral Thesis for the United Graduate School of Agricultural Sciences, Kagoshima University.”

Note 2 For item 1, sub-item 2), the previous Regulations shall apply to students who enrolled in 2006 or earlier.

Note 3 The item 7 shall apply to students who passed doctoral dissertation examination after April 1,2013 .