

Approval of Credits of Elective Subject in Doctoral Course,

creditD3 Medicine and Life Science Training

(Subject code 22220)

1. In the wake of realization of doctoral course lessons in the graduate school, presentations at academic meetings, such as academic conferences and lecture meetings, under the sponsorship of academic societies and universities, but not under the sponsorship of private organizations will be approved as credits.

2. “D3 Medicine and Life Science Training” is an elective subject in the doctoral course and up to a maximum of 2 credits can be awarded from presentations at academic conferences. (Refer to the list of lecture course/subject and credit in the syllabus.)

3. The criteria for credit approval are stipulated below. In addition, academic meetings that meet the above criteria such as academic conferences, lecture meetings and symposiums, will be judged by the committee of the postgraduate education.

1) In international academic meetings such as conferences, meetings, and symposiums, which are held domestically and abroad, or in national conferences and study meetings, which are held domestically, attendance as a leading presenter of a poster or an oral presentation as the first author of the abstract will be approved for a maximum of 2 credits.

2) In local academic meetings, such as conferences, lecture meetings and seminars, leading a poster or oral presentation as the first author of the abstract will be approved for a maximum of 1 credit.

For relation of the term of academic meetings and the number of credits to be approved, refer to the detailed regulations as shown in the next page.

4. How to apply for credits and the process of approving credits (The stipulations of this matter and the necessary forms are published on the website for the Graduate School of Medical Sciences and can be downloaded from the website).

1) Graduate students should record and submit the necessary information. Record in the prescribed application form (Refer to Format 1) the names of academic meetings, the term of the meetings and reports. Submit the written form to the Educational Affairs Planning Section (Ext. 5029) with 1) a certificate of participation (a copy is acceptable), 2) a copy of the program in which the presentation is published in and 3) a copy of the abstract that the student has published as a leading presenter. In principle, submit the forms within the same academic year as conference participation. The application form will be examined by the committee of the postgraduate education (generally held on every third Wednesday).

2) The committee of the postgraduate education will review all submissions and calculate credit based on the detailed regulations (Attachment 1). The credits will be calculated, and when they reach 2 or more, they will be given to SOSEKI by the Educational Affairs Planning Section. Students need to view SOSEKI to check their acquired credits. If the number of credits doesn't reach 2, it will not be approved (0 credits).

- 3) For the credit application, “Kumamoto University” shall be indicated as your affiliation. If your affiliation is not Kumamoto University, your academic supervisor shall be included in your co-speakers.
- 4) A credit application would be accepted by attending a meeting online as well, only when the school educational committee accepts it. A participant certification of such meeting or an approval from the academic supervisor can be submitted for the required submission, 1)-1).

The Detailed Regulations for Approving the Number of Credits in D3 Medicine and Life Science Training

In a faculty meeting on May 28, 2008, it was approved that beginning from the academic year of 2009, students can acquire up to a maximum of 2 credits as D3 Medicine and Life Science Training (which is an elective subject in the doctoral course) by participating in academic meetings as a leading presenter. The detailed regulations of credit approval are stipulated below.

1. Presentations at academic meetings given in 2008 by students who entered in the academic year of 2008 can be approved for credit. However, the application form and the documents that show proof of the students' presentations must be submitted within the 2008 academic year.

2. The relation between the term of academic meetings and the number of credits to be approved is based on the following criteria.

1) The maximum credits will be given for participation in three (3) day academic meetings. "Riron" lecture-style classes, are lecture courses in a subject that consist of fifteen (15) 90-minute sessions (32.5 hours in total). These are worth 2 credits. Academic meetings are generally held from 8 a.m. to 6 p.m. It can be considered that three days participation in academic meetings is equivalent to about thirty (30) hours of study in a regular class.

2) An academic meeting, which is held for half a day should be counted one sixth ($1/6$) of one credit. For example, one third ($1/3$) of the stipulated maximum credits should be given by an academic meeting held for one (1) day, a half ($1/2$) for one and a half ($1\ 1/2$) days and two thirds ($2/3$) for two (2) days.

3) Specific examples of calculating credits:

When a student gives a presentation as the leading presenter at international meetings or domestic national academic meetings held for three days or more, 2 credits should be given. When meetings are held for one day, two thirds ($2/3$) of one credit will be given, when they are held for one and a half days, one (1) credit should be given, and when they are held for two days, four thirds ($4/3$) should be given.

When a student gives a presentation as the leading presenter at local academic meetings held for two days, two thirds ($2/3$) of one credit should be given, when meetings are held for one day, one third ($1/3$) of one credit should be given and when they are held for half a day, one sixth ($1/6$) of one credit should be given.

3. When the number of days a student participate in does not match the stipulations above, credits to be awarded will be decided, after deliberations, by the committee of the postgraduate education.

(Format 1)

**Application Form for Credits of
D3 Medicine and Life Science Training: (Presentations at academic meetings)**

Application date: (year/month/day)

Name:	__ Year	Student number:	Affiliation :
Course name (if applicable):		Phone number:	
E-mail address:			
Name of academic meeting:			
Date of meeting (y/m/d): ~		City and venue of meeting:	
Date when the applicant participated in the meeting(y/m/d): ~ (_____ days)			
Presenters' names (all):			
Title of the presentation: (circle one) oral poster			
The number of credits to be applied for approval (Refer to the detailed regulations in Attachment 1 about how to calculate): _____ credits			
Report about what you have learned through participating in the academic meeting (Write 200 words or more below.)			

Submit 1) a certificate of participation in the academic meeting (a copy is acceptable), 2) a copy of the program in which the presentation is published in, 3) a copy of the abstract that the student has published as a leading presenter in written form together with this application form to Student Affairs Section. (Screening for approval of credits will be conducted in the committee of the postgraduate education, which is held on every third Wednesday.)

If you have lost the participant certification of the meeting to submit or the meeting was held online, you shall submit Form 2. “Appeal for D3 Medicine and Life Science Training (Conference Presentation)”

(Format 2)

Appeal for D3 Medicine and Life Science Training (Conference Presentation)

Student ID No.: _____

Affiliation: _____

Name (hand-writing): _____

Academic supervisor (hand-writing): _____

Name of Conference:

Appeals: