

Details of Application for Doctorate by way of Dissertation in AY2024 【A. Submitting a thesis which appeared in the academic journals written in English】

1. Requirements for Application for Doctorate

- (1) A person who has the necessary research history for "Otsu" application.
- (2) In order to apply for a doctorate, students are required to submit a Thesis.

2. Submission of thesis review documents

Please submit the following application documents to the Student Affairs Office of GSMS by the deadline.
In addition, please inform us of the title of the paper by e-mail.

Please send the author name and the title of the Thesis with the sending title “Application for Doctorate: XXXX (name of applicant)” via e-mail to the following address without attaching anything
Address: iyg-igaku-3@jimu.kumamoto-u.ac.jp

※Before submitting the application documents, please confirm with your supervisor whether you can publish thesis or not.

※Please refer to Attachment 1 ” Degree Application Schedule”.

◎Dissertation examination submission documents

The documents can be downloaded from the website of GSMS.

<http://www.medphas.kumamoto-u.ac.jp/medgrad/gakunai/sinsei/>

「For Current Students」→「Degree application, Interim review」

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|------|---|--------|-------------------------------|
| (1) | Check sheet | 1 copy | |
| (2) | Application Form for Doctorate | 1 copy | |
| (3) | Dissertation examination fee・57,000Yen | — | |
| (4) | Letter of Consent for Submission of Thesis | 1 copy | |
| (5) | Recommendation letter for degree applicants | 1 copy | |
| (6) | Thesis (Including cover) ※1 | 1 copy | |
| (7) | Resume | 3 copy | [with signature and seal] |
| (8) | Index of Thesis | 3 copy | [with signature and seal] |
| (9) | Cover of Abstract | 3 copy | |
| (10) | Abstract of Thesis (English version) | 3 copy | [About 300 words,
1 sheet] |
| (11) | A pledge regarding research ethics | 1 copy | |
| (12) | Statement of Depositing Doctoral Thesis | 1 copy | |
| (13) | Statement of Depositing Abstract of Doctoral Thesis ※2 .. | 1 copy | |
| (14) | Copy of identification card | 1 copy | |
| (15) | Copy of English score ※3 | 1 copy | |

- ※1 If the thesis has not been published in a printed form, the manuscript of the thesis and a copy of a letter or email stating that its publication has officially been decided shall be enclosed.
- ※2 When applicants publish only a summary of the thesis for “unavoidable reasons”, they shall submit a summary of the doctoral thesis in addition to this Application Form.
- ※3 Excludes university degree acquisition withdrawals.

If the title is changed after publication, send the corrected title and promptly submit 3 copies of the corrected application documents (with signature and seal) to Student Affairs Office.

3. Location to Submit Documents

Student Affairs Office, Graduate School of Medical Science (Medical Education & Library Building 3F)

4. Schedule of Review of Thesis

※Please refer to Attachment 1 “Degree Application Schedule”

(1) Review by the Committee Professors

Students who seek to apply for thesis defense must pass review by the Committee Professors before applying for thesis review. (About 3 weeks)

* If a member of the committee professors points out that the document should be revised, please correct the pointed out part and resubmit the document by the deadline. (The deadline for submission will be announced when the correction is notified)

(2) First Review

Documentary examination conducted at the educational committee on the third Wednesday and the Faculty meeting on the fourth Wednesday. (this may be changed depending on circumstances).

(3) Public Presentation

The date and place, and examiners will be announced after the first review.

(4) Second Review

Conducted at a faculty meeting on the fourth Wednesday of the month (this may be changed depending on circumstances). The result of the review will be announced after the second review.

◎Note

- (1) The Public Presentation will have 20 minutes of presentation and 10 minutes of discussion.
- (2) Submit the Thesis and abstract to all the examiners one week prior to the public presentation (review).

6. Documents to be submitted after Second Review

Students who pass Second Review are required to submit the following documents to the Student Affairs office of GSMS.

The method of submission will be notified when the test results are notified.

◎Documents to Submit

- (1) Soft copy of doctoral thesis (full text) ··· For all Applicants
- (2) Summary of the doctoral thesis (PDF) ·· For Applicants who wish to publish thesis abstract

Format of Documents to be Submitted

1. Application Form for Doctorate

- (1) Please sign and seal. (International Students may use their signatures instead of a seal.)
- (2) Please write one of the following: “Medical Sciences”, “Life Sciences” and “Health Life Science” in the parentheses.

2. Recommendation letter for degree applicants

- (1) Please ask your academic advisor to fill out the form.
- (2) The Academic advisor’s signature are required.

3. Letter of Consent for Submission of Thesis

- (1) The Academic advisor’s signature are required.
If you have two professors, please get both of their signature.
- (2) Please write candidate’s names of examiners.
A Chief examiner must be selected from professors in the GSMS.
Choose a professor for at least two of the four examiners.
An academic advisor, an introductory advisor, coauthors of Thesis, and advisors who belong to the same department of applicant are not permitted to be examiners.
- (3) Please write Co-authors of Thesis who belong to Kumamoto University as academic advisors.
Please be aware that the academic advisors whose name are not stated in the column might be selected as your examiner.

4. Thesis

- (1) To apply for a doctorate, applicants shall submit a thesis written by themselves as the lead authors.
- (2) The thesis must be an article published in one of the “Western-language journals for application for a doctorate”.
- (3) Up to five published papers written by applicants themselves can be included in reference papers.
- (4) If a paper was jointly written with other researchers based on equal contribution, both the applicant and other researchers will regarded as the lead authors, if this is specified in the paper. (Consent to the submission of the paper as a thesis must be obtained from other researchers in advance.)

5. Resume

- (1) Prepare the margins: top 25 mm, bottom 15 mm, left 25 mm, right 15 mm.
- (2) The font size of the title should be 12 point, while the size of the text should be 10 point.
- (3) Signature and seal using black ink or a black ballpoint pen and submit 3 original copies.

- (4) The resume should be no more than one page each.
- (5) Kana over name to indicate pronunciation.
- (6) International Students shall enter their nationality.
- (7) Please state your educational background starting from graduation of bachelor's degree of the University.
※Please provide the exact date of graduation, which stated on the graduation certificate etc.
- (8) Your research history should include only student registration period at graduate school of Medical Sciences.

6. Index of Thesis

- (1) Prepare the margins: top 25 mm, bottom 15 mm, left 25 mm, right 15 mm.
- (2) The font size of the title should be 12 point, while the size of the text should be 10 point.
- (3) Signature and seal using black ink or a black ballpoint pen and submit 3 original copies.
- (4) The index of Thesis should be no more than one page each.
- (5) Kana over name to indicate pronunciation.
- (6) A Japanese translation of the title enclosed in brackets shall be added to the English title.
- (7) Titles written on the “thesis”, “index of theses”, and “cover of the abstract” must be the exact same, every single word and phrases.
- (8) When there are published articles other than Thesis, indicate up to five.
The titles of reference articles should correspond with those in the printed matter (use of upper and lower case letters, italics, and others) as shown in a sample.

7. Abstract of Thesis

- (1) A cover should be attached to the Abstract of Thesis.
Titles written on the “thesis”, “index of theses”, and “cover of the abstract” must be the exact same.
- (2) Abstract should be summarized simply and clearly in about 300 words in English.
- (3) As the sample shows, it is recommended in principle that the abstract be divided into objective, method, results, discussion, and conclusion.
- (4) Minimize the use of abbreviations. When using an abbreviation for the first time, write the words in full followed by the abbreviation in parentheses. Example: Duchenne muscular dystrophy (DMD). However, this does not apply to abbreviations widely recognized in medical science and biology (for instance: DNA, ATP).
- (5) **After graduation, in principle abstract of thesis will be published on Kumamoto University website within 3 months.
Especially, please note about the description of research results involving intellectual property.**

8. Statement of Depositing Doctoral Thesis

In accordance with a recent partial revision of the rules for the granting of academic degrees, persons who have been granted a doctoral degree on April 1, 2013, or later (the recipients of degrees) shall, in principle, register the full text of the thesis for which they have received the degree in the Kumamoto University Academic Repository and publish it on the Internet.

- (1) The application must be signed (sealed) by the supervisor.
- (2) Prior to the publication of the full text of the doctoral thesis, applicants shall confirm that the publication will not affect the publisher, co-authors, co-researchers, collaborative companies, or other related people.
- (3) If the applicant publishes only the abstract of the dissertation due to "unavoidable reasons", submit "Statement of Depositing Abstract of Doctoral Thesis " together.
- (4) Please check the Kumamoto University Academic Repository homepage for notes on Internet publication.
(<https://www.lib.kumamoto-u.ac.jp/collections/repository/about>)

学位論文関係日程（令和6年度論文博士（乙）申請者向け）

日程	学位申請者関係	委員会・教授会関係
<p>令和6年4月1日（月）～ 令和6年11月29日（金） 17時まで</p> <p>※最終締切日の前月までは 申請月毎に審査を行います。</p>	<p>【乙：論文博士】 学位論文審査申請書類提出締切</p> <p>（提出先：大学院教務担当）</p> <p>◎論文は欧文雑誌に掲載されている 必要があります。 （未アクセプトは不可）</p>	
	<p>◎教育委員会で指摘された 箇所を修正後、書類を再提出。 指摘がない場合は再提出不要。</p>	<p>大学院教育委員会委員による 審査</p>
<p>※申請月の月末～ 令和6年12月17日（火） 17時まで</p>	<p>【博士課程】 指摘事項修正締切</p>	
<p>※申請月の翌月第3水曜～ 令和6年12月18日（水） まで</p>		<p>大学院教育委員会</p> <p>◎学位論文の審査（受理） ◎審査委員候補者選出</p>
<p>※申請月の翌月第4水曜～ 令和7年1月8日（水） まで</p> <p>一次審査後、随時</p>	<p>審査委員及び論文発表会の日程を メールにて一斉通知</p> <p>◎申請者は修士論文、博士論文及び 抄録を速やかに各審査委員へ持参</p>	<p>医学教育部教授会（臨時） 一次審査</p> <p>◎審査委員決定</p>
<p>※申請月の翌々月～ 2月3日（月）まで</p>	<p>博士論文発表会</p>	
<p>※申請月の翌々月第4水曜～ 令和7年2月20日（木） まで</p> <p>二次審査後、随時</p>	<p>審査結果通知をメールにて通知</p> <p>◎通知文に従い、修了日までに 速やかに必要データ、書類等を提出</p>	<p>医学教育部教授会 二次審査</p> <p>◎学位審査結果の可否を審議</p>
<p>令和6年9月25日（水）又は 令和7年3月25日（火）</p>	<p>学位記授与式</p>	

* 博士課程在籍期間短縮者含む

* 修士課程早期修了者含む