

Master's Thesis, etc. Preparation Schedule for Master's Courses and Professional Degree Programs

© Details of each procedure, etc. are determined by each program committee.

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*(F)=Faculty Meeting (Board of Representatives) (A)=Academic Affairs Committee (P)Program Committee

Typical Schedule		Student	Supervisor Group Screening Committee	Program Committee Academic Affairs Committee Faculty Meeting (Board of Representatives)	
Yr.	Apr. Enroll.				Oct. Enroll.
Yr. 1	Apr.	Oct.	Receive education on research ethics (Basic for Graduate Students)	Formation of a supervisor group	
	May	Nov.	Submit a research title, etc.	(Instructions concerning the research plan)	Approval for the formation of the supervisor group (P) (A) (F)
	Jun. to Dec. (Yr. 2)	Dec. to Jun. (Yr. 2)	Midpoint presentation (public) * Including the submission of a research outline	* Each program committee determines presentation date, the format, etc.	Approval for the research title, etc. (P)
			(Instructions concerning research and thesis preparation)		
Yr. 2	Apr. to Dec.	Oct. to Jun. (next year)	Receive education on research ethics (Advanced (M) for Graduate Students)		
			(S f c c d f c c thesis)		
			Submit a master's thesis title, etc.	* Each program committee determines a submission date, etc.	Approval for the master's thesis title, etc. (P)
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	Jan. to Feb.	Jul. to Aug.	Submit the master's thesis, etc.	Formation of a screening committee	Approval for the formation of the screening committee (P) (A) (F)
			Presentation of the master's thesis, etc. (public)	*Each program committee determines a presentation time/date, the format, etc.	Approval for screening/examination results concerning the master's thesis, etc. (P)
		Screening / Examination concerning the master's thesis, etc. (screening committee)			
Mar.	Sep.	Judgment on completion (F)			
		Course completion / Degree awarded	Degree conferral (by the President)		

(Points to note)

1. Preparation Schedule

This schedule is designed for the Graduate School to present the basic workflow regarding the preparation of a
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instructions of their respective programs.

2. Research Ethics Education

It is mandatory to receive Research Ethics Education before beginning to pr M M M 2
receiving the Education, refer to the document *Research Ethics Education*.

3. Supervisor Group

The Supervisor Group shall consist of one (1) supervisor and two (2) or more subadvisors according to the
research theme, etc. The subadvisors shall include one (1) faculty member whose specialized field is different from
that of the supervisor.

4. R M M etc.
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shall consist of one chief referee and two more sub-referees. At least one (1) of the sub-referees shall be
selected from among the faculty members of other academic degree programs, other divisions or other graduate
schools of Hiroshima University.