2020-2021 Advanced Seminar Guidelines
For MBA Class of 2021
Graduate School of International Management

All GSIM students are required to write a “Research Report” or a “Thesis” for their graduation. This is to comply with the regulations implemented by the Ministry of Education, Science, Sports and Culture (Monbukagaku-sho) for graduate schools in Japan. In order to complete this degree requirement, students choose their academic supervisors and take “Advanced Seminars” for three terms.

<Choosing a Supervisor>
GSIM faculty members conduct individual introductory sessions so that the students can choose the most appropriate faculty members as their academic supervisors after learning each faculty member’s area of supervision and research interest. After deciding on their academic supervisors, students start taking “Advanced Seminars.”

<Advanced Seminars as Core Required Courses>
“Advanced Seminars” are required courses and are offered in sequence: Advanced Seminar I (Fall), II (Winter), and III (Spring). Students can learn necessary skills and methods from their supervisors to develop and complete the research report or thesis. In their Advanced Seminars, the students will develop their research topics in consultation with their supervisors.

A student is required to earn 6 credits from Advanced Seminars. However, only 2 of the 6 credits are counted toward graduation for the research report option while all 6 credits will be counted for a thesis. Advanced Seminars are evaluated by letter grades (A, A-, B+, B, B-, C and F).

<Research Report vs. Thesis>
The Advanced Seminar comes with two options: “Research Report” and “Thesis.” The Research Report option is recommended for all GSIM students while the thesis option is primarily for those students aiming to pursue research careers. The requirements and evaluation criteria are accordingly different in each option (See section (11) below).

Both thesis and research report require the demonstration of academic and empirical research and critical analysis. Both have the basic components, such as the statement of problem and purpose in the introduction, research question, hypothesis, literature review, analysis of data/text, and conclusion. Still, thesis has a higher demand of originality than research report. Thesis requires the author to make academic contribution of originality in the field. Originality can be demonstrated in the constructive critical analysis of existing thesis and concepts, and/or new empirical findings or knowledge/ideas based on data/text analysis (in the field of management, thesis includes both primary and secondary research). A deeper discussion of conceptual/theoretical frameworks, empirical findings, and text analysis is thus expected in thesis. This means that thesis needs more meticulous arguments on research design, research methodology, and discussion of the broader significance of the research than research report.

Research report can be an empirical analysis of a policy or current affairs with a certain concept/theory to an actual situation/policy or an elementary theoretical analysis of an existing concept with literature review to a lesser extent (not full secondary research in management).

<Team vs. Individual>
In some cases, the scale and scope of a research project might impose requirements that exceed the abilities of individual students. In such instances, upon recommendation of an academic supervisor
and approval of the Dean, the research can be conducted by a team of students. However, team projects, while providing excellent learning opportunities for the students, may suffer from certain managerial challenges such as coordination overhead and free riding. Thus, GSIM generally encourages the individual research option. It should be also noted here that the team option is not available for the Thesis project.

<Scholarly Study vs. Case Study/Feasibility Study>
The Advanced Seminar project may take the form of “Case Study” and “Feasibility Study,” rather than a more standard Master’s level project which we refer to “Scholarly Study” (see page 8-11 for their expected formats).

The following table summarizes various options available for Advanced Seminar Projects.

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<thead>
<tr>
<th></th>
<th>Research Report Option</th>
<th>Thesis Option</th>
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<tbody>
<tr>
<td>Team Project or Individual Project</td>
<td>Individual Project</td>
<td></td>
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<tr>
<td>Case Study and Feasibility Study (as sample forms)</td>
<td>Scholarly Study</td>
<td></td>
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</tbody>
</table>

IMPORTANT NOTE: JICA-JDS sponsored students and Linkage students are required to fulfill their research report/thesis requirement by writing a single-authored paper as specified in their original application. The current linkage partners of GSIM all consider the Research Report option as the equivalent of their thesis requirements.

SCHEDULE FOR SUPERVISOR SELECTION AND RESEARCH REPORT/THESIS SUBMISSION (PLEASE REFER TO PAGE 12 FOR SPECIFIC DATES RELATED TO YOUR PROGRAM)

(1) Orientation for Research Report/Thesis Project
The Dean (Program Director in the case of IMBA) conducts an orientation session for the research report/thesis project in accordance with the detailed schedule on Page 12. (For IMBA students, this session is conducted during the Academic Orientation in September.) In the orientation, the Dean will explain the process of selecting academic supervisors and research topics for the Research Report/Thesis.

(2) Faculty Members’ Introductory Sessions
Soon after the general orientation by the Dean (Program Director in the case of IMBA), each faculty member will provide the students with information about his/her “supervision scope” for the Advanced Seminar. The supervision scope consists of the two components:
Research domain: The areas of their competency in terms of their familiarity with the forefront of research and business development.
Teaching domain: The issues addressed in their course offerings.

(3) Consultation Period
After students learn about the faculty members’ supervision scopes, they are expected to meet with some faculty members to identify which would be the best for supervising their research reports/theses.

<Step 4 and 5 are applicable only for 2-year MBA students>

(4) Submission of Form 1
Form 1, on which a student is required to indicate his/her selected paper (either Research Report or Thesis), tentative research titles, and the names of his/her supervisor choices, must be submitted to the Office of Academic Affairs (OAA) in accordance with the detailed schedule on Page 12.
(Please note that regardless of where his/her supervisor resides, he/she is responsible for communicating with his/her supervisor and any expenses incurred until the supervisor signs his/her research report/thesis.)

(5) Announcement of Academic Supervisor and Re-adjustment period
The Dean’s Office will review each student’s Form 1, taking various factors into consideration, and announce the pairing of students and their supervisors.
Each student is expected to communicate with his/her assigned supervisor as soon as possible in order to make sure if he/she can work well with the assigned supervisor.

(6) Submission of Form 2
Form 2, on which he/she is required to indicate his/her final decision of supervisor, preferred option (either Research Report or Thesis) and his/her research title, must be submitted to the Office of Academic Affairs (OAA) in accordance with the detailed schedule on Page 12 with the approval signature of his/her supervisor.

(7) Change of Supervisor
In principle, a student may not change his/her supervisor after the submission of Form 2. However, if the change is approved by his/her supervisors (both current and new), it is still possible to make this change. “Application for Changing Supervisor” form should be submitted to OAA in accordance with the detailed schedule on Page 12 with the approval signatures of both current and new supervisors.

(8) Notification of Team Research
When the research is conducted and reported by a team of students, they must fill out Form 3. The form must be submitted to the Office of Academic Affairs (OAA) in accordance with the detailed schedule on Page 12 with the approval signature of their supervisors.

(9) Final Decision of Research Report/Thesis Options
Students are required to make their final decision regarding the Research Report/Thesis option and register for the preferred option during the course registration period for Spring term (course registration period for summer courses in the case of IMBA students). If a student would like to change the option from that submitted on Form 2, he/she must submit Form 4 signed by his/her supervisor to OAA in accordance with the detailed schedule on Page 12.

(10) Research Report/Thesis Submission to Supervisor
A student must submit his/her Research Report/Thesis to his/her supervisor by the “Research Report/thesis Submission Deadline” in accordance with the detailed schedule on Page 12. Also he/she must submit an electronic version of his/her Research Report/Thesis by the same deadline to the following network folders:
MBA&JGDP: \iuj-home\IM materials\Research Report_Thesis (For MBA)\Class of 2021\Y_MBA\For Plagiarism_check
IMBA: \iuj-home\IM materials\Research Report_Thesis (For MBA)\Class of 2021\Y_MBA\For Plagiarism_check
The OAA will submit the files of students’ Research Reports/Theses to an on-line service which identifies the presence of plagiarism based on on-line resources. The results of the check will be reported to the supervisors for their reference and necessary actions.
Regardless of where his/her supervisor resides or whether he/she is present on the set due date, it is the student’s responsibility to communicate with his/her supervisor and submit his/her research report/thesis to the supervisor by the due date.

An examining committee evaluates the thesis/research report and conducts a final examination. Members of the examining committee are as follows:

- Thesis: A minimum of two faculty members (supervisor + examiner)
- Research Report: Supervisor only

For a thesis, the examining committee conducts a final oral examination focusing on the student’s thesis. For a research report, no oral examination is required and the examining committee decides how to conduct the examination.

Research Reports/Theses are evaluated as follows:

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<tbody>
<tr>
<td>HD : High Distinction</td>
<td>P : Pass</td>
</tr>
<tr>
<td>D : Distinction</td>
<td>NP : Non Pass</td>
</tr>
<tr>
<td>P : Pass</td>
<td></td>
</tr>
<tr>
<td>NP : Non Pass</td>
<td></td>
</tr>
</tbody>
</table>

A thesis recommended for distinction by the examining committee is sent to an external examiner for the assessment of higher grades (“Distinction” or “High Distinction”). The external examiner can give a grade of Pass, Distinction, or High Distinction. The grade given by the external examiner will be the final grade for the thesis.

A: Research Report (Case Study, Feasibility Study, etc.)

The supervisor evaluates his/her student’s research report and submits an evaluation sheet which covers the following criteria, each scaled from 1 (lowest) to 7 (highest):

- Research Question
- Relevance
- Data and Evidence
- Literature Review
- Reasoning
- Writing Quality*

* Refers to the argument flow, quality, logical solidness, etc.

The supervisor may include additional criteria that reflect his/her quality requirements.

A presentation session for each group/each student may be held if the supervisor finds such action appropriate and necessary for evaluating the research report.

B: Thesis

An examining committee evaluates a students’ thesis and submits an evaluation report on the thesis quality.

Theses must contain the following components:

- Original contribution: a new approach, new conceptual constructs and/or insights, new information.
- Primary data gathering (in addition to secondary data)
- Literature review sufficiently extensive to demonstrate the significance and uniqueness of the contribution

(12) Research Report/Thesis Submission for MLIC Collection

All Research Reports/Theses written by IUJ students will be kept in the MLIC permanently. A student is required to submit a clean, impeccable report/thesis for this purpose to the OAA in accordance with the detailed schedule on Page 12 IN BOTH physical and electronic formats. The printed copy should be received with his/her supervisor’s signature on it. After the submission
of the printed copy to the OAA, it will be bound and presented to MLIC/IUJ. The binding cost (about 2,700 yen/copy) of the report/thesis is borne by each student regardless of whether the report/thesis is written individually or by a team.

An electronic version of each student’s final report/thesis should be submitted to the following network folders:

MBA&JGDP: \iuj-home\IM materials\Research Report_Thesis (For MBA)\Class of 2021\2Y_MBA\For_Final_version
IMBA: \iuj-home\IM materials\Research Report_Thesis (For MBA)\Class of 2021\1Y_MBA\For_Final_version

An electronic version of each student’s research report/thesis will be made available through the MLIC website within the IUJ LAN for IUJers’ use only.

1. **Supervisor Selection**
   In principle, there will be a limit of ten students per supervisor, as we do not wish to overload supervisors. However, specific decisions will depend upon the supervisor's work load, administrative obligations and other duties. As far as possible, a student’s wishes regarding supervision will be respected. However, the Dean’s Office, taking the above factors into consideration, reserves the right to make the final decision.

   In principle, only full-time GSIM faculty members can be supervisors. If a student’s project requires co-supervision by a visiting faculty member, he/she should note this in his/her proposal. Obviously his/her desire to work with a particular faculty member and that person's willingness to work with him/her on the project are crucial to success. Also, a student must make arrangements to carry on communication with his/her supervisor while he/she is not in residence here. The same will apply if a student chose to work with a permanent faculty member who is not on the IUJ campus (away for leave, etc.).

2. **Choosing a Topic**
   In consultation with a faculty supervisor, the students are expected to formulate research topics within the supervision scope of the supervisor. The students will benefit maximally from the expertise of the supervisor if they find a research topic within the research domain of the supervisor. But a faculty member is expected to work with the students to find and develop research topics if the students’ research interests lie within his/her teaching domain. If the students wish to pursue research topics outside the faculty supervision scopes, it is the students' responsibility to find supervisors who are willing to work with them throughout their research project.

   JICA-JDS sponsored students and Linkage students are required to get permission from the Dean’s Office as well as their supervisors when they wish to change the originally proposed research topic beyond minor changes in the title and other key aspects of the proposal.

3. **Plagiarism**
   **Introduction: avoiding plagiarism**
   When integrating published source material into one’s own writing it is important to avoid plagiarism in the following two ways:

   1. Cite the source he/she is using
   2. Quote, paraphrase or summarize the source material

   Some detailed citation and referencing conventions are presented in the file “Paraphrase & Summary” that is available at

   \iuj-home\ELP_Materials\ELP_Orientation_Materials_2019\Plagiarism_2019
The importance of paraphrasing and summarizing
Since quotations should never exceed 5% of a paper’s contents and, on average, comprise only about 1%-2% of a paper’s contents, paraphrasing and summarizing are the most common means of integrating source material into one’s own writing. Special cases exist for case studies. These should be clearly discussed with the supervisor.

The research can take the form of a case study, feasibility study, a survey, an empirical study, or an applied project and can be quantitative or qualitative in nature.

A student’s research should be original, relevant, and have practical implications. Pure literature reviews or descriptions alone are not acceptable.

These investigations will culminate in a formal report (at least 30 double-spaced typewritten pages per person, not including the “Bibliography” page) submitted to the supervising faculty member, clearly setting forth the nature of the problem, the methodology utilized, and the results obtained. The minimal size of a group paper may be modified if the supervisor deems that to be more appropriate.

A student’s research should be grounded in academic theory and be of sufficient quality. Avoid spelling errors and plagiarism, ensure good sentence structure, and proper referencing. A student needs to check and met the following guidelines for formatting his/her Research Report/Thesis (margins, spacing, font size, referencing, and so forth).

Document, Font Type and Size
A Research Report/Thesis must be typewritten on A4 metric size paper (21 cm x 29.7 cm) in a clear and legible font (e.g., Times 12 or Arial 10) using a laser writer, or some other printing device which gives a clear, legible result.

A xerox, multilith, or mimeograph copy is acceptable if it is made from a well-typed original and the image is clean, clear, dark and sharp. The copy should be free of lines, shadows, and other marks.

Use a standard typeface. Do not use italic (script) print except for foreign words, book and journal titles, and special emphasis. If a student wishes, he/she may use larger size type for the title of the Research Report/Thesis and for chapter headings, as long as it is not larger than 18 point. “Capitalize Each Word” for heading level 1 and 2 is preferred. Boldface type may also be used on the title page and for headings, as well as in the text for special symbols or for emphasis. Reduced type may be used within tables, figures, and appendices, but, in part because of microfilming requirements, it should be at least 9 point in size and must be completely legible. If he/she is photocopying an illustration from another source and the copy is not clear and sharp, he/she may need to photo-enlarge the type for readability.

Margins
All copies of a thesis or research report must have the following uniform margins throughout the entire document:
Left: 4.0 cm
Top: 2.5 cm
Right: 2.5 cm
Bottom: 2.5 cm (with allowances for page numbers, see section on Pagination)
The margin is determined by the last letter or character in the longest line on the page. Everything on the page (including footnotes, etc.) must conform to these requirements. Text should be at least a double-space from the page number. These stringent margin requirements are necessary because all edges are trimmed during the binding process.
Spacing and Indentation
The body of the research paper must be double spaced. Footnotes, bibliographical entries, long quoted passages, and items in lists and tables may be single spaced. Text material is typed on one side of the paper. The manuscript is to be neat in appearance and without error.
The document text must be left-justified, not centered nor right-justified.
New paragraphs must be indicated by a consistent tab indentation throughout the entire document (0.5” or use tab key once). For blocked quotations, indent the entire text of the quotation consistently from the left margin.
Do not use blank line to separate the paragraphs. Use paragraph spacing instead. Set paragraph spacing 6pt for before paragraph and 6pt for after paragraph.
Ensure headings are not left hanging alone on the bottom of a prior page. The text following should be moved up or the heading should be moved down.

Pagination
Use lower case Roman numerals (ii, iii, iv, etc.) on all pages preceding the first page of chapter one. The cover page counts as page i, but the number does not appear. Arabic numerals (beginning with 1, 2, 3, 4, etc.) start at chapter one or the introduction, if applicable. Arabic numbers must be included on all pages of the text, illustrations, notes, and any other materials that follow. Thus, the first page of chapter one will show an Arabic numeral 1, and numbering of all subsequent pages will follow in order.
- Do not use page numbers accompanied by letters, hyphens, periods, or parentheses (e.g., 1., 1-2, -1-, (1), or 1a).
- Center all page numbers at the bottom of the Page 1/2” from the bottom edge.
- Pages must not contain running headers or footers, aside from page numbers.
- If your document contains landscape pages (pages in which the top of the page is the long side of a sheet of paper), make sure that your page numbers still appear in the same position and direction as they do on pages with standard portrait orientation for consistency. This likely means the page number will be centered on the short side of the paper and the number will be sideways relative to the landscape page text.

References
For citation and references, follow either “one” of the following format.
- The MLA Style Manual. (web link: https://style.mla.org/works-cited-a-quick-guide)
- APA Style (web link: https://owl.english.purdue.edu/owl/resource/560/1/)

Always begin references section on a separate page at the end of your entire document. They must appear after the appendices as the final component in the document. Select an appropriate heading for this section based on the style manual you are using (e.g., “REFERENCES”, “BIBLIOGRAPHY”, or “WORKS CITED”).

References must be single-spaced within each entry. Include one double-spaced line between each reference. No tab indentation for first line of each reference. Set hanging indentation to 0.5 inch. Page numbering must continue throughout your references section. Ensure references comply with margin and pagination requirements.
A: Scholarly Study

I. Cover page
   A designated format for the cover page that requires the students’ supervisor’s signature is available at

II. Table of Contents

III. Abstract (100-500 word summary of Thesis contents)

IV. Introduction to the research problem/issue:
   What are the objectives of the research?
   What is the research problem and why is it important?
   What is original about the research and what is its intended contribution?
   What are the scope and limitations of this research?
   How is the report organized?

V. Literature Review:
   This should be a thorough review of existing literature in the field to demonstrate that the student has become a “subject matter expert” and is aware of learning to date. This will be the foundation for his/her study and will help him/her to avoid repeating what others have done as well as to clarify how his/her intended original contribution adds to the existing body of knowledge in the subject matter area.

VI. Research Methodology:
   This is the design of the student’s study and clarifies how he/she addresses his/her research problem. Appropriate methodology books should be reviewed and referenced.

   What type of research is this (qualitative based on interviews, quantitative based on data collected, survey/case study/action research?) Why was this method chosen?

   If data were collected, how was the sample (study participants) chosen? How were the data collected? Primary sources of data collection are interviews and surveys, secondary sources are publicly available data or that made available by a company.

   What frameworks/analytical tools will the student use to assist in his/her research to diagnose problems and come up with action plans to address them

VII. Data Analysis and Results:
   How were the data analyzed and what were the results?

   Interpretation of Results:
   How does the student interpret these results?
   Based on his/her results, what inferences/conclusions does he/she make?
   What insights does he/she gain as a result of the research?
   What recommendations can he/she make to address the problem that is the focus of his/her research?
What contribution has his/her research made to the existing body of knowledge on the topic?

VIII. Conclusions and Suggested Future Directions:
Has his/her study adequately and effectively addressed the research problem and objectives he/she stated in his/her introduction, and if so, how?
What are the limitations of this research and how would he/she suggest that those following after him/her overcome them?
What other areas does he/she feel need further exploration?

IX. Bibliography/Appendices:
A research paper must include a bibliography section listing all works which are referred to in the text, and in some cases other works consulted in the course of research and writing. This section may either precede or follow the appendices (if any), or may appear at the end of each chapter. Usually, however, a single section is more convenient and useful for both author and reader.

B: Case Study
I. Cover page
A designated format for the cover page that requires the student’s supervisor’s signature is available at https://www.iuj.ac.jp/gsim-f/im-info/AdvSem.files/cover_RR.docx

II. Table of Contents

III. Abstract (100-500 word summary of Research Report)
a. Background of the problem or challenge
b. Company background
c. Market information
d. Other important introductory information related to this case study

IV. Introduction
a. Background of the problem or challenge
b. Company background
c. Market information
d. Other important introductory information related to this case study

V. History of the challenge outlined in this case
a. How and why has this challenge emerged?
b. What have been the key factors that created this challenge?
c. Who are the key players responsible for making decisions related to this challenge?
d. What other important elements are necessary to address this problem?

VI. Detailed outline of the current challenge
a. What are the specific factors readers must consider in understanding the dynamics of this challenge?
b. What research has been conducted in the past, and what has it suggested?
c. How has the issue being addressed in this case behaved over time? What are the current factors effecting its behavior?
d. What factors can be adjusted or modified by the managers within this company?
e. How effective do company managers feel these factors are in solving the challenge outlined in this case?
f. What other issues/concerns must case readers understand before solving this problem?

VII. The decision
a. What decision must be made by readers of this case?
b. What issues must they focus upon and/or solve in their analyses?
c. What special considerations by individual case interviewees must they consider in making their decision?

VIII. Appendixes and/or Exhibits
a. What additional financial information is important for case readers to understand?
b. What additional visual information, such as pictures, advertisements, etc. should case readers understand before making their decision?
c. What other types of information do the case writers feel are essential for case readers to understand that have not been covered elsewhere in the case study text?

IX. Bibliography List
A research paper must include a bibliography section listing all works which are referred to in the text, and in some cases other works also consulted in the course of research and writing. This section may either precede or follow the appendices (if any), or may appear at the end of each chapter. Usually, however, a single section is more convenient and useful for both author and reader.

C: Feasibility Study

I. Cover page
A designated format for the cover page that requires the student’s supervisor’s signature is available at https://www.iuj.ac.jp/gsim-f/im-info/AdvSem.files/cover_RR.docx

II. Table of Contents

III. Abstract (100-500 word summary of Research Report)

IV. Introduction
a. Background of the project
b. Company description
c. Market information
d. Other important introductory information related to this feasibility study

V. History of the challenge outlined in this project
a. How and why has this challenge emerged?
b. What have been the key factors that created this challenge?
c. Who are the key players responsible for making decisions related to this challenge?
d. What other important elements are necessary to address this problem?

VI. Detailed outline of the current project
a. What are the specific factors readers must consider in understanding the dynamics of this challenge?
b. What research has been conducted in the past, and what has it suggested?
c. How has the issue being addressed in this case behaved over time? What are the current factors effecting its behavior?
d. What factors can be adjusted or modified by the managers within this company?
e. How effective do company managers feel these factors are in solving the challenge outlined in this case?
f. What other issues/concerns must case readers understand before solving this problem?

VII. Financial and Economic Calculations

VIII. Bibliography List

A research paper must include a bibliography section listing all works which are referred to in the text, and in some cases other works also consulted in the course of research and writing. This section may either precede or follow the appendices (if any), or may appear at the end of each chapter. Usually, however, a single section is more convenient and useful for both author and reader.

If you have any specific questions, please communicate with the OAA. Thank you.

Office of Academic Affairs
<table>
<thead>
<tr>
<th>Event</th>
<th>2Y-MBA &amp; JGDP (Management) Class of 2021</th>
<th>IMBA Class of 2021</th>
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<tbody>
<tr>
<td>Faculty Member Introductory Sessions</td>
<td>April 13 – 28, 2020</td>
<td>September 30 – October 1, 2020</td>
</tr>
<tr>
<td>Submission of Form 1 (application for supervisor, paper option, and research Title)</td>
<td>By May 18, 2020</td>
<td>N/A</td>
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<tr>
<td>Announcement of Supervisor Assignment</td>
<td>May 22, 2020</td>
<td>N/A</td>
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<tr>
<td>Readjustment Period/ Communication with Academic Supervisor begins</td>
<td>May 23 – June 5, 2020</td>
<td>N/A</td>
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<tr>
<td>Submission of Form 2 (decision of supervisor, paper option and tentative research title)</td>
<td>By June 5, 2020</td>
<td>N/A</td>
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<tr>
<td>Advanced Seminar I</td>
<td>Fall Term 2020</td>
<td>Fall Term 2020</td>
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<tr>
<td>Submission of Form 2 (decision of supervisor, paper option and tentative research title)</td>
<td>N/A</td>
<td>December 4, 2020</td>
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<tr>
<td>Advanced Seminar II</td>
<td>Winter Term 2021</td>
<td>Winter Term 2021</td>
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<tr>
<td>Deadline for Change of Supervisor/Add Co-Supervisor (if applicable)</td>
<td>January 13, 2021</td>
<td>April 8, 2021</td>
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<tr>
<td>Advanced Seminar III</td>
<td>Spring Term 2021</td>
<td>Spring Term 2021</td>
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<tr>
<td>Submission of Form 3 (team-writing) and Form 4 (change of paper option) if applicable</td>
<td>April 8, 2021</td>
<td>May 21, 2021</td>
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<tr>
<td>Submission of Research Report/thesis to Supervisor (and submission of electronic format of the research report/thesis to the network folder.)</td>
<td>May 6, 2021</td>
<td>July 22, 2021</td>
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<tr>
<td>Submission of final version of Research Report/thesis to the OAA (one electronic format copy plus one unbound copy)</td>
<td>June 17, 2021</td>
<td>August 16, 2021</td>
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<td>Graduation Day</td>
<td>June 26, 2021</td>
<td>August 27, 2021</td>
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*Note for Exchange Program Participants
A student who will go on exchange either in the Fall or the Winter term is exempted from taking Advanced Seminar during his/her study abroad period. He/she is required to compensate the missing 2 credits of the Advanced Seminar with credits from another course. Although he/she cannot register for the Advanced Seminar during the study abroad period, it is important for a student to communicate with his/her supervisor before and during the study abroad period so that he/she can make research plans and conduct research activities.