

◆ Class withdrawal

During this period, you can ask for cancelling your registration.

The [Class Withdrawal] page will appear on KULASIS during this period. If you have some courses you want to withdraw, finalize your request for cancelling your registered courses.

[Class withdrawal]

KULASIS - Kyoto University Liberal Arts and General Education Student Affairs Information System -

Home Information Syllabus Timetable (first semester) Timetable (second semester) Registration information **Class Withdrawal** Logout Bulletin Board Home

English | 日本語 | Privacy Policy | User Guideline

* If no operation is executed for over 30 minutes, the computer will automatically log out.
* Some pages, pdf files, and words are written in Japanese.

◆ Bulletin Board

This is 's My Page.

Information

[Scholarships] 「奨学金継続願」の提出に先立つ「スカラネット・パーソナル」への登録について (29 Nov 2017)

Kyoto University website - Notification

New GSE's environmental education program for THU and

The courses you cancelled during this period are treated as the courses you do not register in this semester. This means you are not assessed in the courses and accordingly, the courses are not taken into account in the calculation of GPA.

Regardless of whether there are registration cancellations or not, any class registration cannot be added during this period. And class registration cannot be withdrawn or cannot cancel your withdrawal of a class after this period. Therefore, pay close attention, when you cancel a course.

It is not accepted to withdraw English, undergraduate 1st-year class designated courses in primary languages, “Readings in Humanities and Social Sciences (Economics, English) A or B-E1” and intensive lectures not applied on KULASIS. Also it is not allowed to withdraw intensive classes in ILAS seminar, intensive courses in Common Graduate Courses and intensive courses in Interdisciplinary Graduate Courses, which finish the class before the class withdrawal period.

(1) Cancelling your registered course

The course moves to the list of class cancellation when you click [X].

The interface shows a timetable with courses listed by day and period. A red box highlights an 'X' icon in the 'Wed. LA: Intro...' cell. A red dashed box highlights the 'Wed.' row in the second timetable view. A red arrow points from the 'X' icon to the 'List of Class Cancellation' table below.

Check box	Cancel date and time	Lecture code	Course title	Course offered period	Day/period	Instructor	Providing department	classification
<input type="checkbox"/>	/ :	N408001	LA: Introduction to Behavioral Ecology		Wed.1		LA	Natural Sciences

If you would like to withdraw several courses, pick up all of the courses you would like to withdraw by repeating this operation. Then, go to [Apply for Class Cancellation].

(2) Putting cancelled courses back

Check courses you want to put back and click [Return a Class with to Timetable].

[Return a Class with to Timetable]

Return a Class with to Timetable

Check box	Cancel date and time	Lecture code	Course title	Course offered period	Day/period	Instructor	Providing department	classification
<input checked="" type="checkbox"/>	/ :	N408001	LA: Introduction to Behavioral Ecology					

(3) Finalizing your class withdrawal

Confirm courses you are canceling and click “Finalize” button.

The confirmation email is sent after you finalized. Once you finalized it, you cannot change it, so make sure to confirm the cancelled courses carefully before finalization. If you want to change it after finalization, request the Liberal Arts and Sciences Courses Student Desk to cancel the finalization by 17:15 on the last day of the period.

The screenshot shows a web interface for class withdrawal. At the top is a timetable grid with days (Mon-Fri) and periods (1-5). Below the grid are sections for 'Others' and 'List of Class Cancellation'. The 'List of Class Cancellation' table contains one entry: 'LA:Introduction to Behavioral Ecology' (Lecture code N408001) offered on 'Wed.1' by 'LA' in the 'Natural Sciences' department. Below this table are two buttons: 'Return a Class with [x] to Timetable' and 'Apply for Class Cancellation'. A callout box points to the 'Apply for Class Cancellation' button with the text 'Click [Apply for Class Cancellation]'. Below the main interface is a 'Class Cancellation' confirmation window. It contains the same 'List of Class Cancellation' table. At the bottom of this window are two buttons: 'Back' and 'Finalize'. A callout box points to the 'Finalize' button with the text '[Finalize]'. A pink arrow points from the 'Apply for Class Cancellation' button to the 'Class Cancellation' window.

Day	1	2	3	4	5
Mon.		LA:Compute. [x]	LA:The Sci. [x]	LA:Japanes. [x]	LA:Compute. [x]
Tues.		LA:Miniatur. [x]	LA:Primary. [x]	LA:English. [x]	
Wed.		LA:Latin A. [x]		LA:Folklor. [x]	
Thurs.	LA:Primary. [x]	LA:Electri. [x]	LA:English. [x]	LA:The His. [x]	
Fri.		LA:Theory. [x]			LA:English. [x]

Check box	Cancel date and time	Lecture code	Course title	Course offered period	Day/period	Instructor	Providing department	classification
<input checked="" type="checkbox"/>	/ :	N408001	LA:Introduction to Behavioral Ecology		Wed.1	LA		Natural Sciences

Return a Class with [x] to Timetable

Apply for Class Cancellation

Click [Apply for Class Cancellation]

Class Cancellation

This is My Page.

List of Class Cancellation

Cancel date and time	Lecture code	Course title	Course offered period	Day/period	Instructor	Providing department	classification
/ :	N408001	LA:Introduction to Behavioral Ecology		Wed.1	LA		Natural Sciences

Back Finalize

[Finalize]