From: Dean of the Graduate School of Medicine

Application Procedure for Doctoral Degree (For Doctoral Course students)

Regarding the handling of doctoral degree applications (course-based Doctorate), please follow the instructions below. Prospective applicants for the doctoral degree are requested to thoroughly read this notice before applying.

Additionally, please check the submission deadlines for each application document on the website of Graduate School of Medicine.

- To undergo the review of your dissertation, you are required to submit one main thesis. The main thesis must be a single-author paper if written in Japanese. For papers written in a foreign language, co-authorship is permitted, but the applicant must be the first author in principle. (If your main thesis has multiple first authors, please be sure to check the instructions on page 5 of this document.)
 The paper must have been published (or be scheduled to be published) in a peer-reviewed journal. ("eLife" will no longer be recognized as a peer-reviewed journal after March 19, 2025. However, as a transitional measure, papers that have completed their provisional application by March 19, 2025, will still be accepted.) Additionally, the journal in which the paper is published must be accessible through at least one of the following databases: PubMed, Scopus, or Web of Science.
- 2. Provisional applications for degree conferment are accepted at any time starting from April of the fourth year. Since the degree review process consists of three stages provisional application, preliminary review meeting, and dissertation defense please submit your provisional application as early as possible. At the time of the provisional application, it is not necessary for the thesis to be printed or scheduled for publication (except for early completion).
- 3. Please submit the application documents for the dissertation defense to the Educational Affairs Section at least two weeks before the defense date. The dissertation defense can be reserved on a first-come, first-served basis, but since dates often get fully booked on a particular date after January each year, you may not be able to reserve your preferred date. Therefore, as soon as your paper is accepted and arrangements are made, please proceed with the dissertation defense. For the schedule of dissertation defense, refer to the attached document "Dissertation defense and Document Submission deadlines." Please check the schedule on the website of Graduate School of Medicine under Graduate School Web page> For current students> Doctoral Course > PhD Degree Application relation> Schedule for AY**** PhD Dissertation Defense
- 4. After the dissertation defense, please submit the final review documents. The submission deadline for March completion is the Friday of the same week as the final day of the February dissertation defense. At the time of submitting the final review documents, the paper must be either printed and published or scheduled for publication (proof of scheduled publication is required if it is not yet published). For students extending their enrollment (repeaters) and those who have withdrawn after completing course credits and wish to obtain their degree partway through the academic year, please submit the final review documents by the Friday of the same week as the last day of the dissertation defense held in the month preceding the Doctoral Program Committee of Medicine you wish to undergo review (held on the second Thursday of each month, except for changes in August, February, and March). (Refer to the calendar on the next page.)

Starting from the 2017 academic year, the completion date for months other than September and March is the last day of each month (e.g., for completion in August 2024, the date is August 31).

Example: If you wish to obtain your degree in September 2024, you need to conduct the dissertation defense

by August 2024.

			August			
H	月	火	水	木	金	+
				1	is	the Friday of the
4	5	6	7 Dissertation defense	The last day of	da da	ay of the dissertation efense.
11	12	13	14	1. dissertation de	efense	17
18	19	20 Dissertation defense	21	22 Dissertation defense	23 The subradeadline final revidence	for the few
25	26	27	28	29	30	31

	September					
Ħ	月	火	水	木	金	土
1	2	3	4	5	6	7
			Final			
8	9	10	Review	12 Doctoral	13	14
		_		Program		
				Committee		
15	16	17	18	19	20	21
22	23	24	25 The degree	26	27	28
			conferral			
			date			
29	30					

5. Submission method for application documents:

Via Electronic Data Submission Form (https://forms.office.com/r/RV7tYSRrdP)

Please upload the documents via the graduate school's website or the above URL. To upload, you will need your Osaka University personal ID and its password. (Example: u123456x) For students who have withdrawn after completing course credits and are currently not enrolled at Osaka University due to employment or other reasons, please either have your laboratory secretary upload the documents on your behalf or contact the Educational Affairs Section separately. *Due to enhanced security measures on office PCs, email attachments and USB transfers are not permitted.

[Doctoral Degree Application Inquiry Contact Information]

Educational Affairs Section, Graduate School of Medicine / Faculty of Medicine, Osaka University

E-mail: i-kyomu-kyomu@office.osaka-u.ac.jp

OPEN [9:00am-12:00am, 1:00pm-4:30pm]

The Doctoral Degree Application Procedure for the Graduate School of Medicine

- ■Provisional Application (KARI-SHINSEI)
- --- The deadline is the 20th of every month (or the previous business day if the 20th falls on a Saturday, Sunday, or public holiday).

The PhD Qualification Committee Meeting for the following month will review your eligibility for the doctoral degree.

Submit the following to the Educational Affairs Section

- -Provisional Application for PhD
- -Summary of Thesis



Selection of preliminary reviewers and determination of main and sub-examiners.

*There may be cases where decisions are made other than the recommended candidates.

■Preliminary Review Meeting

The applicant will coordinate with the preliminary reviewers to schedule the Preliminary Review Meeting and conduct it accordingly.

■PhD Dissertation Defense

(The last defense date for March completion is around Mid-Feb.)

The main examiner or the applicants arrange the schedule and reserve the date with the Educational Affairs Section.

After scheduling is finalized, submit the documents for page 9 and page 10 to the Educational Affairs Section.

- -----> Deadline: 2 weeks before the defense
- ▼ Application for PhD Dissertation Defense (page 9)
- ▼ Application for Degree Conferment (page 10)

At the time of submitting the final review documents, the paper must be accepted!
(If the paper is scheduled for publication, a proof of scheduled publication is required.)

The deadline is October 20 for March completion.

The selection will be finalized around the 10th of the respective month, and notification will be sent to the main and sub-examiners. The preliminary reviewers will be chaired by the sub-examiners.

If unsuccessful, the applicant will conduct another preliminary review meeting until they pass.

> In the following cases, a second or subsequent preliminary application is required:

- 1. There have been significant changes to the content of the thesis.
- 2. The sub-examiner has become a co-author.
- 3. The main examiner or sub-examiner has retired.

1

■Final Review

After the PhD dissertation defense, please submit the following documents to the Educational Affairs Section.

▼Reports of examination results which are "Form H05, H07, H08, H13." Please refer to page 12 for the details. The deadline for those wishing to complete in March:

→ The submission deadline for March completion is the Friday of the same week as the final day of the February dissertation defense.

Approval by the Doctoral Program

Committee for Medicine



Degree Conferment

The Format No. of the required documents matches the initial number in the file

List of Required Documents and Precautions for Each Procedure

■Provisional Application (KARI-SHINSEI):

Determination of "Preliminary Reviewers" and "Main and Sub-examiners" by the PhD Qualification Committee.

Based on recommendations from the applicant's PI (referring to the head of the affiliated department, the same hereafter), one main examiner and two sub-examiners (who also serve as the preliminary reviewers) will be decided. Applications submitted by the 20th of each month (the previous day if it falls on a weekend or holiday) will be reviewed at the Doctoral Qualification Examination Committee the following month, where the preliminary reviewers and the main and sub-examiners will be decided. Notification of the decision regarding the main and sub-examiners will be sent to them around the 10th of the following month. Note that sub-examiners may include faculty members other than those recommended by the applicant's PI.

[Application Deadline: By the 20th of each month]

*If it falls on a weekend or Holiday the deadline will be moved forward

Format No.	Required Documents	Number	
K01	Provisional Application for PhD	1	
K03	Summary of Thesis	1	Submit electronic data (in Word format) as well.
			The file name should be "Your Name, Provi-
			sional Application". Submit via the forms link on
			the web site of Graduate School of Medicine.

^{*} If the main thesis includes papers with multiple first authors, please refer to the next page!

!! In the following cases, subsequent preliminary application is required!!

- **▼**There have been significant changes to the content of the thesis.
- **▼**The sub-examiner (preliminary reviewer) has become a co-author of the thesis.

In principle, it is desirable that co-authors of the main thesis do not serve as sub-examiners (preliminary reviewers). Therefore, after determining the main and sub-examiners, if a sub-examiner (preliminary reviewer) becomes a co-author of the main thesis, please submit a provisional application again to change the sub-examiner.

▼ Other

In cases where the main or sub-examiners retire, or when a new professor joins the affiliated department necessitating a change in the main examiner.

Format No.	Required Documents	Number	
K04	Provisional Application for PhD	1	
	(Subsequent Applications)		
K06	Summary of Thesis	1	Submit electronic data (in Word format) as
	(Subsequent Applications)		well. The file name should be "Your Name,
			Provisional Application (Subsequent Applica-
			tion)". Submit via the forms link on our web
			site.

(Reference)

Regarding the emergency determination of main and sub-examiners:

In case of emergency, an associate professor affiliated with the department of the sub-examiner, including the substitute sub-examiner, may act as a substitute sub-examiner to determine the pass or fail on the day of the dissertation defense. In any case, the sub-examiners for the final review at the doctoral program committee are two professors selected by the PhD Qualification Committee. Additionally, in emergencies, the main examiner will be an associate professor from the department to which the main examiner belongs.

Decision by the Doctoral Committee on April 8, 2010

===Precautions on thesis with multiple first authors===

- ♦ The thesis must clearly indicate equal contribution by the authors in the authorship section.
- ◆ If there are two or fewer equally contributing authors, any of them can be considered the first author for dissertation purposes. However, if there are three or more equally contributing authors, the doctoral candidate must be listed either first or second.
- ◆ If the doctoral candidate is listed second in the authorship list at the time of dissertation submission, but their position changes to third or lower after acceptance for publication, the dissertation application will be rejected.

List of required documents:

Format No.	Required Documents	Number	Remarks
K11	Statement of Reason for Multiple First Authors	1	
K12	Explanation of Responsibilities for Multiple First		
	Authors Thesis		
K13	Pledge	1	
	Main Thesis (In principle, the thesis should have	1	Submit electronic data (in PDF for-
	been published (or scheduled for publication) in a		mat) as well. The file name should be
	peer-review journal.)		"Thesis, Your Name" submit via the
			forms link on our web site.

[Submission Deadlines]

If the main thesis is based on a publication with multiple first authors, this <u>must be declared during the provisional</u> <u>application process</u>. The applicant should underline the relevant author's name(s) in the author list section of the [K01 Provisional Application for PhD].

Furthermore, the four documents listed above must be submitted after the thesis has been accepted and *before* the final review documents are due.

(Reference)

Conditions for Accepting a Publication with Multiple First Authors as the Main Thesis

- 1. The thesis must be published (or accepted for publication) in a peer-reviewed journal.
- 2. The author list of the thesis must clearly indicate equal contribution by the multiple first authors.
- 3. If there are, in principle, two or fewer equally contributing authors, any of them can be recognized as the first author. However, if there are three or more, only the authors listed first and second are eligible.
- 4. A justification explaining the necessity of having multiple first authors must be provided (submitted by the head of the department to which the doctoral candidate belongs).

- 5. A descriptive statement detailing the specific contributions of the doctoral candidate to the multi-author thesis must be provided (submitted by the candidate).
- 6. Agreement from the other equally contributing author(s) that the thesis is being used as a dissertation must be provided (submitted as a written consent from the co-author(s)).
- 7. The thesis (and resulting publication) may only be used as a dissertation once and may not be reused for other degree applications.
- 8. If the applicant is initially listed second but their listing subsequently changes to third or lower after acceptance of the publication, the application will be rejected.

(Note)

Decision by the Doctoral Committee on August 7, 2025

■Preliminary Review (YOBI-SHINSA)

Preliminary Review Meeting

Coordinate with the preliminary reviewers to schedule and conduct the preliminary review meeting. If you do not pass the preliminary review, you will need to undergo the preliminary review again. The preliminary review meeting may be conducted before the thesis is accepted.

Format No.	Required Documents	Number	
L01	Preliminary Review Result Sheet	1	Submit when you apply for the dissertation defense.

[Note] Bring the Preliminary Review Result Sheet (Form L01) to the review session, and if you pass, obtain signatures from the preliminary reviewers. Additionally, the Preliminary Review Result Sheet, signed by two preliminary reviewers, is required for applying for the dissertation defense. Please be careful not to lose it.

The applicant should coordinate the schedule with the two preliminary reviewers.

The preliminary review meeting should be conducted with the applicant and the two preliminary reviewers present. This "present" includes being present online. If it is difficult to coordinate the schedules of the two preliminary reviewers, it is acceptable to conduct the preliminary review individually with each reviewer. In such cases, please obtain permission from the main examiner before proceeding with individual reviews.

However, if the review is conducted individually, it must be made public.

[Note] As long as the objectives of the preliminary review as outlined on the next page are achieved, the review can be conducted in any format, such as online (via Zoom, etc.) or on-site (in the sub-examiner's office, a meeting room, etc.).

■Preliminary Review with one by one

Format No.	Required Documents	Number	
L02	Notification of Preliminary	1	Submit electronic data (in Excel format) before con-
	Review Meeting		ducting the Preliminary Review Meeting.
			Submit via the forms link on our web site.

Preliminary Review Policy

From April 2011, our graduate school has introduced a "Preliminary Review System" as a way to conduct broader and deeper discussions on the background, content, and future development of research results prior to the dissertation defense (public hearing). This system aims to help applicants deepen their understanding of their research content and improve their presentation skills. Passing the preliminary review is a condition for applying for the dissertation defense, positioning it as an integral part of the rigorous degree examination process.

From April 2012, the method of conducting the preliminary review will be changed as follows. Please understand the purpose of this system and implement it accordingly.

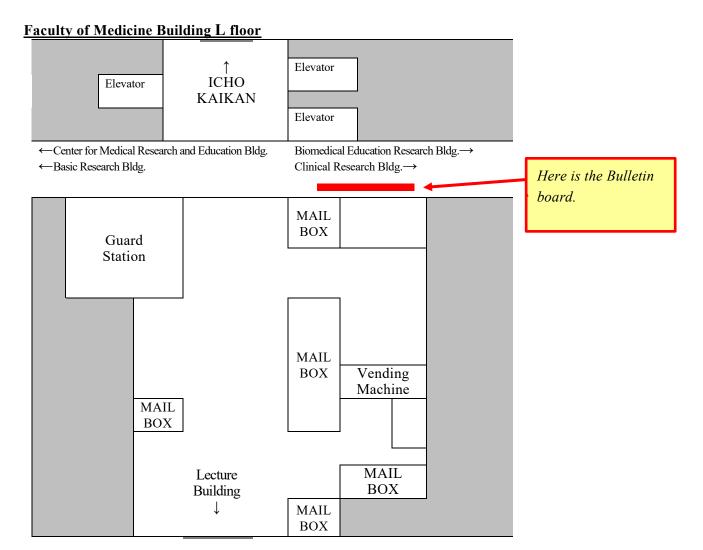
Details

- 1. The Doctoral Qualification Examination Committee will determine the "Main Examiner and Sub-examiners" and "Preliminary Reviewers (2 members)."
- 2. The sub-examiners will also serve as "Preliminary Reviewers." An emergency sub-examiner cannot serve as a "Preliminary Reviewer."
- 3. After the "Main Examiner and Sub-examiners" are determined by the Doctoral Qualification Examination Committee, the applicant will coordinate the schedule with the sub-examiners and conduct the preliminary review. The method of conducting the preliminary review will be changed from having both sub-examiners present to the following:
 - ❖ In principle, the preliminary review should be conducted with both sub-examiners present. However, if scheduling is difficult, individual preliminary reviews are also possible. If individual preliminary reviews are conducted, they must be made public to ensure transparency.
 - ♦ If one or both sub-examiners judge the review as a failure, a re-examination will be conducted with both sub-examiners present.
 - ❖ If it is necessary to protect intellectual property, the review can be conducted privately.
- 4. After receiving notification of passing from the preliminary reviewers at the preliminary review meeting, the applicant can apply for the dissertation defense.

Decision by Doctoral Course Committee Meeting on March 6, 2012

▼ Procedure for Conducting Individual Preliminary Review Meetings

- 1. Coordinate the schedule and location individually with each of the two preliminary reviewers.
- 2. Once the schedule and location are determined, submit the "Notification of Preliminary Review Meeting" to the Educational Affairs Section.
- 3. The Educational Affairs Section will post the "Notification of Preliminary Review Meeting" on the bulletin board on floor L of the research building.



■PhD Dissertation Defense (KENKYU-HAPPYOUKAI)

(Usually held every second Wednesday and fourth Thursday of the month.)

Upon passing the preliminary review, you can proceed to apply for the dissertation defense. The dissertation defense will be conducted publicly, and the applicant will present their thesis for the degree application.

[Submission Deadlines: Two weeks before the dissertation defense]

Please submit the following documents under sections I and II, along with the electronic data specified under section III.

List of required documents:

I. Application Documents for the PhD Dissertation Defense

*Please submit after reserving the date and time of the dissertation defense with the Educational Affairs Section.

P01_1 PhD Dissertation Defense Application P10	Format No.	Required Do	cuments	Number	
P02 Synopsis of Thesis P15 Verification Form for Degree Certificate Name P16 Special Seminar Submission table for "Attendance Sheet and Summary" ★ ※Please staple the specified number of pages together with the submission form, and submit after obtaining approval from the academic supervisor. P17 Plagiarism Confirmation Report P18 Report P19 Synopsis of Thesis P19 Synopsis of Thesis P10 List of Research Achievements P10 Thesis P11 Research Instruction Plan P11 Research Instruction Plan P12 Synopsis of Thesis P13 Please submit all documents from 1st to 3st year. For the details, please refer to the "Research Instruction Plan" creation guidelines and format listed on the "Various Forms" page. The formats for Graduate school students. P10 Synopsis of Thesis P11 Research Instruction Plan	P01_1	PhD Dissertation Defense A	pplication	1	Year 4" for both current students and alumni. In the Place to contact field, provide the contact details of your lab
P05 Verification Form for Degree Certificate Name P10 Special Seminar Submission table for "Attendance Sheet and Summary"★ ※Please staple the specified number of pages together with the submission form, and submit after obtaining approval from the academic supervisor. P09 Plagiarism Confirmation Report Please provide two identical sets of the documents on the left, clipped together, for distribution to the committee members. P02 Synopsis of Thesis Make three sets in the order on the left, secured with clips or similar. [For sending to main and sub-examiners.] P11 Research Instruction Plan P12 Research Instruction Plan P13 Research Instruction Plan P14 Research Instruction Plan P15 Research Instruction Plan P16 Synopsis of Thesis Please Synopsis of Thesis Ple	L01	Preliminary Review Result S	Sheet	1	Need signatures of two sub-examiners.
P10 Special Seminar Submission table for "Attendance Sheet and Summary"★ ※Please staple the specified number of pages together with the submission form, and submit after obtaining approval from the academic supervisor. P09 Plagiarism Confirmation Report Please provide two identical sets of the documents on the left, clipped together, for distribution to the committee members. P02 Synopsis of Thesis Make three sets in the order on the left, secured with clips or similar. [For sending to main and sub-examiners.] P11 Research Instruction Plan Research Instruction Plan P12 Research Instruction Plan P13 Research Instruction Plan P14 Research Instruction Plan P15 Research Instruction Plan P16 Spropsis of Thesis Make three sets in the order on the left, secured with clips or similar. [For sending to main and sub-examiners.] P16 Research Instruction Plan P17 Research Instruction Plan P18 Research Instruction Plan P19 Research Instruction Plan P10 Research Instruction Plan P11 Research Instruction Plan P12 Research Instruction Plan P13 Research Instruction Plan P14 Research Instruction Plan P15 Research Instruction Plan P16 Research Instruction Plan P17 Research Instruction Plan P18 Research Instruction Plan P19 Research Instruction Plan P10 Research Instruction Plan P11 Research Instruction Plan P12 Research Instruction Plan P13 Research Instruction Plan P15 Research Instruction Plan P16 Research Instruction Plan P18 Research Instruction Plan P19 Research Instruction Plan P19 Research Instruction Plan P10 Research Instruction Plan P10 Research Instruction Plan P11 Research Instruction Plan P12 Research Instruction Plan P18 Research Instruction Plan P19 Research Instruction Plan P19 Research Instruction Plan P19 Research Instruction Plan P19 Research Instruction Plan P10 Research Instruct	P02	Synopsis of Thesis		1	Please confine to one A4-sized page.
Sheet and Summary" **Please staple the specified number of pages together with the submission form, and submit after obtaining approval from the academic supervisor. P09 Plagiarism Confirmation Report - iThenticate report **Summary ** **Please provide two identical sets of the documents on the left, clipped together, for distribution to the committee members. P02 Synopsis of Thesis P04 List of Research Achievements - Thesis **Summary ** **Please provide two identical sets of the documents on the left, clipped together, for distribution to the committee members. P04 List of Research Achievements - Thesis **Summary ** **Please provide two identical sets of the documents on the left, secured with clips or similar. [For sending to main and sub-examiners.] **Please bind the thesis only. If using staples, please bind with binding tape or similar for binding purposes. **Please submit all documents from 1st to 4th year. For students who will graduate early at the end of March of their 3rd year, please submit documents from 1st to 3rd year. For the details, please refer to the "Research Instruction Plan" creation guidelines and format listed on the "Various Forms" page. The formats for Graduate school students. **Not required for those who have completed.	P05	Verification Form for Degre	e Certificate Name	1	
Plagiarism Confirmation Report	P10	Sheet and Summary" * **Please staple the specified gether with the submission f	number of pages to- form, and submit after		•
Thenticate report gether, for distribution to the committee members. 2 either bound or stapled (iThenticate report only).	P09	Plagiarism Confirmation P Report Ca	lease provide two identi- al sets of the documents	2	reports. Submit the iThenticate report,
P04 List of Research Achievements Thesis the order on the left, secured with clips or similar. [For sending to main and sub-examiners.] 3 If using staples, please bind with binding tape or similar for binding purposes. P11 Research Instruction Plan Please submit all documents from 1st to 4th year. For students who will graduate early at the end of March of their 3rd year, please submit documents from 1st to 3rd year. For the details, please refer to the "Research Instruction Plan" creation guidelines and format listed on the "Various Forms" page. The formats for Graduate school students. **Not required for those who have completed.	_	iThenticate report	ether, for distribution to	2	either bound or stapled (iThenticate re-
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Thesis similar. [For sending to main and sub-examiners.] P11 Research Instruction Plan Research Instruction Plan Please submit all documents from 1st to 4th year. For students who will graduate early at the end of March of their 3rd year, please submit documents from 1st to 3rd year. For the details, please refer to the "Research Instruction Plan" creation guidelines and format listed on the "Various Forms" page. The formats for Graduate school students. **Not required for those who have completed.	P04	List of Research Achievements	*	3	If using staples, please bind with bind-
4 th year. For students who will graduate early at the end of March of their 3 rd year, please submit documents from 1 st to 3 rd year. For the details, please refer to the "Research Instruction Plan" creation guidelines and format listed on the "Various Forms" page. The formats for Graduate school students. * *Not required for those who have completed.	_	Thesis	similar. [For sending to main and sub-ex-	3	
P12 Pledge 1	P11	Research Instruction Plan			4th year. For students who will graduate early at the end of March of their 3rd year, please submit documents from 1st to 3rd year. For the details, please refer to the "Research Instruction Plan" creation guidelines and format listed on the "Various Forms" page. The formats for Graduate school students. * *Not required for those who have
	P12	Pledge		1	

(Note) All documents should be in A4 size.

★ As for the forms "P06 Attendance and Summary for Dissertation Defense," "P07 Attendance and Summary for Research Seminar," and "P08 Absence Notice for Dissertation Defense and Research Seminar," please be sure to attach the form "P10 Special Seminar Submission Table for "Attendance and Summary" on top, and submit them after obtaining approval from your supervising professor. Forms without the supervising professor's seal will not be accepted.

II. Application Documents for Doctoral Degree Conferment

Format No.	Required Documents	Number	
H01	Application for PhD Degree	1	Please ensure the date matches the date on
			"P03 Applicant Resume".
H02	Consent Form	1	
H03_1	List of Publications★	2	
P02	Synopsis of Thesis	2	
P03	Applicant Resume	2	Please ensure the date matches the date on "H01 Application for PhD Degree".
H10	Confirmation Form of Doctoral Disser- tation Internet Publication (University Institutional Repository Publication). (= OUKA Publication Confirmation Form)	1	Please ensure the date matches the date on "P03 Applicant Resume". All submissions must be marked with "Publication of Abstract Requested".

(Note) All documents should be in A4 size.

★For "H03_01 List of Publications," please list your own papers, regardless of whether you are the first author, that are referenced in your thesis-writing process and are essential for explaining your main thesis. Unless there is a specific reason, listing only the main thesis is acceptable.

III. Electronic Data

Please submit the following documents as electronic data as well.

Format No.	Required Documents	Num- ber	File Format and File Name
P02	Synopsis of Thesis	1	Format: Word File name: "your name_ Synopsis"
P03	Applicant Resume	1	Format: Word File name: "your name_Resume"
H10	Confirmation Form of Doctoral Disserta- tion Internet Publication (University In- stitutional Repository Publication). (= OUKA Publication Confirmation Form)	1	Format: Word File name: "your name_OUKA"
-	Thesis	1	Format: PDF File name: "your name_THESIS"
P01-1	PhD Dissertation Defense Application	1	Format: Word File. File name: "your name_Application"

▼Important Notice **▼**

For documents that require the title of the thesis to be written, please ensure that the titles match across all documents. Especially for English titles, ensure that capitalization, italics, etc., are all consistent.

▼ Regarding the PhD dissertation defense

*Starting from the 2020 academic year (Reiwa 2), the meeting will be held online via ZOOM.

- 1. Upon receiving the notice of the appointment of the main and sub-examiners ("Notice of the Appointment of Degree Thesis Examination Committee Members"), promptly coordinate the schedule for the preliminary examination with the sub-examiners, and also coordinate the schedule for the dissertation defense with the main and sub-examiners.
- 2. Once the schedule is decided, make a reservation with the Educational Affairs Section. Note that January and February can be busy.
- 3. The dissertation defense time is limited to 13 minutes, excluding the 7 minutes allotted for discussion. Use the stopwatch to manage your time.
- 4. The dissertation defense will be subject to pass/fail evaluation. Those who fail will need to do it again.
- 5. The presentation order will be sent to each lab about one week before the defense date, so please check.

▼ Regarding the Consent Form

Consent form for the main thesis (co-authored thesis in a foreign language) related to the degree application:

- (1) If the co-author is Japanese, please use the consent form.
 - Note: Even if the Japanese co-author resides overseas, an original copy with a seal is required.
- (2) If the co-author is a foreigner and does not use the consent form, the degree applicant must obtain a letter equivalent to the consent form from the co-author (scan data is acceptable). The letter must include at least the following contents:
 - ① Author names of the thesis (including co-authors), title, name of the journal, volume, and page numbers.
 - ② A statement indicating no objection to the use of the thesis by Mr./Ms. A for the degree application to the Graduate School of Medicine, Osaka University.
 - [Example] "I have no objection to Mr./Ms. A's usage of this thesis as his/her PhD thesis."
 - 3 Addressee (Mr./Ms. A or the Dean of the Graduate School)
 - ④ The affiliation (name of the research institution), position, name, and handwritten signature of the foreign co-author (electronic signatures are not acceptable).
- ▼ Confirmation Form for Internet Publication of Doctoral Dissertation (OUKA Publication Confirmation)
- Since the 2013 academic year (Heisei 25), it has been mandatory to publish doctoral dissertation through the university's institutional repository. However, if there are copyright issues or other reasons, with the approval of the graduate school, a summary may be published instead of the full text.
- In the Graduate School of Medicine, since the requirement for degree application is publication in a peer-reviewed academic journal, it is considered that publishing the full text of the dissertation on Osaka University's institutional repository (OUKA) is not feasible due to copyright issues. Therefore, a summary (abstract of the dissertation content) will be published.
 - [Decision by the Doctoral Program Committee on May 9, 2013]

▼ Regarding the Main Thesis

- The submitted PDF file will be registered in OUKA and will be available for viewing upon request within the library.
- If the main text and figures are in separate files, please combine them into a single file before submission.

■Final Review (HON-SHINSA)

Final Review: Doctoral Program Committee for Medicine

Upon passing the dissertation defense, you can proceed with your degree application. The application will be reviewed at the Doctoral Program Committee for Medicine starting from the following month.

After the dissertation defense is completed, please submit the examination result report documents to the Educational Affairs Section.

The deadline for submission each month (except for March) is the Friday of the week following the last day of the dissertation defense in that month (or the preceding day if it falls on a holiday). (Refer to page 2)

The final review (Doctoral Program Committee for Medicine) is typically held on the second Thursday of each month (except for August, February, and March when the dates may vary).

List of required documents for the Final Review:

Monthly Deadline: By the Friday of the same week as the final day of the dissertation defense held in that month.

Format No.	Required Documents	Number	
H05	Report on the Examination Results of the Dissertation	1	Handwritten Signatures of the Main and Sub-Examiners.
H07	Summary of Dissertation Examination Results and Responsible Examiners	2	Request the Main Examiner to fill out the form and obtain the Main and Sub-Examiners' handwritten signatures. (One original and one copy)
H08	Summary of Final Examination Results and Responsible Examiners	2	Handwritten Signatures of the Main and Sub-Examiners. (One original and one copy)
H13	Report on Plagiarism Confirmation	1	Handwritten Signatures of the Main and Sub-Examiners.
	System for Publishing "Career" Decisions	1	For currently enrolled students only. Please complete all required information on the website and submit the form on the left.

[Note 1] All documents should be in A4 size.

[Note 2] Please accurately enter the job titles of the main and sub-examiners as per the "Notice of the Appointment of Degree Thesis Examination Committee Members." However, if the title is "Professor (Health Science)", do not include "(Health Science)".

[Note 3] If the main thesis has not been published in print, please attach one copy of the planned publication certificate.

- ① The format is optional.

 The certificate must include the journal name, Vol No., issue date, and editor's seal is required. An email from the editor is also acceptable.
- ② In the case of English text, only documents stating "∼has been accepted for publication∼" will be accepted

[Note 4] If the main thesis is based on a publication with multiple first authors, please submit the following documents (K11-K13, as well as the main thesis itself) after the main thesis has been accepted and *before* the final review documents are due.

Format No.	Required Documents	Number	Remarks
K11	Statement of Reason for Multiple First Authors	1	
K12	Explanation of Responsibilities for Multiple First Authors	1	
	Thesis		
K13	Pledge	1	
	Thesis (In principle, the thesis should have been published	1	Submit electronic data (in
	(or scheduled for publication) in a peer-review journal.)		PDF format) as well. The file
			name should be "Your Name,
			Thesis". Submit via the forms
			link on our web site.

▼Regarding the Career Decision Notification Form

Current students are requested to register their post-graduation career plans on the "System for Publishing "Career" Decisions "before their graduation date. Please access the system using the URL or QR code below and log in with your Osaka University personal ID.

http://www.osaka-u.ac.jp/ja/guide/career/report/report

[Note 1] To use the system, you need an Osaka University personal ID. Once you lose student status, you will not be able to register, so if you are considering withdrawal after completing your credits, please be sure to register before withdrawing. In such cases, please register your plans or employment status after withdrawal.

Other Important Notes

[For Graduates from April to September]

- ◆ Certificate of Completion···Available for issuance from the next business day after the completion date each month. (Processing takes approximately 3-7 days from application.)
- ◆ Degree Certificate… Available for issuance from late September. Scheduled for conferral at a ceremony for the Graduate School of Medicine. For graduates unable to attend, certificates will be provided at the Educational Affairs Section. (Details regarding pickup methods will be notified to the lab in early September.)
- ◆ Those who have extended their enrollment and completed the final review or dissertation defense by the end of April··· Please confirm with the Educational Affairs Section regarding the possibility of reducing the tuition fees for that semester.

[For Graduates from October to March]

- ◆ Certificate of Completion···Available for issuance from the next business day after the completion date each month. (Processing takes approximately 3-7 days from application.)
- ◆ Degree Certificate··· Available for issuance from late March. Scheduled for conferral at a ceremony for the Graduate School of Medicine. For graduates unable to attend, certificates will be provided at the Educational Affairs Section. (Details regarding pickup methods will be notified to the lab in early March.)
- ◆ Those who have extended their enrollment and completed the Final Review or Dissertation Defense by the end of October… Please confirm with the Educational Affairs Section regarding the possibility of reducing the tuition fees for that semester.

Additional Notes:

① For example, if a student withdraws after completing credits in March of Reiwa 6 (2024) and completes the dissertation defense within 3 years from April of Reiwa 6 to March of Reiwa 9 (2027), and submits the final review documents, they can be awarded a doctoral degree. If the application for the final review cannot be made by the end of March of Reiwa 9, they will not be eligible for the degree of the course-based doctorate, and they will need to start the procedures for the degree of the dissertation-based doctorate from the beginning.

- ② Those borrowing entry and exit cards should return them to the Educational Affairs Section upon graduation.
- ③ For any other inquiries or questions, please contact the Educational Affairs Section.

[Contact Information for Doctoral Degree Application] Educational Affairs Section (KYOMU- KAKARI), Graduate School of Medicine / Faculty of Medicine, Osaka University E-mail: i-kyomu-kyomu@office.osaka-u.ac.jp