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| Application forms and other documentation may be downloaded from the website of the School of Medicine. (URL：https://www.med.nagoya-u.ac.jp/medical\_J/graduate/notice ) |

Notice to D4 and D3 students in academic year 2024 who are planning to present a thesis at the Thesis Defense Meeting

**\*** **The presentation is a compulsory requirement for completion and ABD\*, so D4 students must present their theses.**

**(This presentation is also required to receive credits for your minor subject)**

Student Affairs Division

Graduate School of Medicine

Note for the Graduate School Thesis Defense Meeting (kenkyu happyokai)

The Thesis Defense Meeting will be held in accordance with the “Guidelines on the Procedures of Graduate School Thesis Defense Meeting (kenkyu happyokai)” (see separate sheets). Students who wish to present their theses should submit an application form and the relevant documents to the Student Affairs Division by the due date indicated below.

Details

Dates: The 65th Graduate School Thesis Defense Meeting (kenkyu happyokai)

June 19/20/21 (Wed/Thu/Fri)

(The program will be released in Early June)

Due date for application submission: April 11(Thu)

Venues: Meeting Rooms 1 and 2 (1F of Basic Medical Research Building)

※There is a possibility to be held on online.

Presenters: (1) The 4th-year and 3rd-year students in the doctoral program who are scheduled to completion or ABD during the 2024-25 academic year.

(2) Those who have been enrolled in a doctoral programme for at least four years (excluding periods of leave of absence) and who, having ABD, apply for a doctoral degree within seven years of the total number of years of enrolment (excluding periods of leave of absence).

Notes

(1) Presenting a thesis at the Thesis Defense Meeting (kenkyu happyokai) is a prerequisite for ABD and graduating with PhD.

(2) You cannot designate the date that you are presenting your thesis.

(3) Please consult your academic advisor about candidate reviewers for your doctoral thesis defense.

\*ABD "All but dissertation" means a status of a doctoral student who has met all program requirements except for writing thesis and the final defense at the end of a PhD program. In short, they finish their program without PhD degree.

Correspondence to:

Student Affairs Division

Graduate School of Medicine

TEL: 052-744-2431 (ext. 5223)

FAX: 052-744-2521

E-mail: med@t.mail.nagoya-u.ac.jp

How to Deal with Patents and Other Intellectual Property Rights at the Graduate School Thesis Defense Meeting (kenkyu happyokai)

In principle, when presenting intellectual property at a scientific meeting or in a scientific journal, the following provisions are applied in general.

Basic provisions: Make sure to submit a patent application before presenting intellectual property at a scientific meeting or in a scientific journal. If it is impossible to submit a patent application before the presentation, you do not have to disclose the details your intellectual property at the Thesis Defense Meeting. You may also choose the following options.

* + 1. If your intellectual property is open to the public, you cannot apply for a patent in Europe any more.
    2. If the publication or presentation is not under the auspices of an academic body designated by the Patent Office, you will not be eligible to receive redress (application of exception to loss of novelty)

※ Nagoya University is an academic body designated by the Patent Office, so it is therefore possible to submit a patent application within 6 months of the presentation.

* + 1. Even if redress (application of exception to loss of novelty) is received, if a third party submits a patent application with the same content as that of your publication or presentation, you will no longer be eligible to exert their rights to the submitted patent.

Your presentation includes intellectual property that you are going to apply for a patent, please consult the Intellectual Property Section (744-2066) in advance.

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Schedule for completion of Graduate School doctoral program in March 2025

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| --- | --- | --- |
| Event | Dates | Notes |
| Thesis Defense Meeting (kenkyu happyokai) | First meeting June 19/20/21(Wed/Thu/Fri)  Application deadline April 11(Thu)  (Please present your thesis in the first meeting if at all possible, as the second session tends to become crowded.) |  |
| Second meeting November 18/19/20 (Mon/Tue/Wed)  Application deadline August 22(Thu) |  |
| Guidance of the procedures for doctoral degree application | July 22 (Mon) **Online** (scheduled)  Time: 17:00–18:00 |  |
| Doctoral degree application  (Filing Period) | Application forms and other documentation may be downloaded from the website of the School of Medicine.https://www.med.nagoya-u.ac.jp/medical\_J/apply/degree  **After the Thesis Defense Meeting (kenkyu happyokai), make sure to inform the Student Affairs Division if your paper is accepted by a scientific journal and to apply for Degree.** | **This process is mandatory to obtain a doctoral degree.** |
| Degree conferral ceremony | March 25, 2025 (Tue.) (scheduled) | Recipients will be notified in March. |

**\*** **If you do not give a presentation, you will not be able to complete or ABD, but you will be retained and will have to pay tuition fees.**

**\*** **If you do not apply for a degree after the presentation, you will be ABD after a total of four years of study (excluding periods of absence).**

\*If you wish to prematurely complete the doctoral course, you must present your thesis at the Thesis Defense Meeting in advance. Please contact at the Student Affairs Division.

　　　March 6, 2024

Committee for Education of Graduate School of Medicine

Faculty Member Committee of Graduate School of Medicine

Guidelines on the Implementation of the 65th Graduate School Thesis Defense Meeting (kenkyu happyokai) (to be held in June 2024)

1. Purpose

The meeting constitutes a preliminary examination for a doctoral degree, and as such its purpose is to encourage the participation of young researchers as well as professors, to provide an opportunity for extensive discussion on the doctoral researches, and to contribute to invigorate research activities in the Nagoya University, as well as to enhance education of the graduate students.

1. Dates: June 19/20/21(Wed/Thu/Fri), 2024

Time: 8:00–21:00

Venues: Meeting Rooms 1 and 2 (1F of Basic Medical Research Building)

※There is a possibility to be held on online.

1. Presenters
   1. The 4th-year and 3rd-year students in the doctoral program who are scheduled to completion or ABD during the 2024-25 academic year.
   2. Those who have been enrolled in a doctoral programme for at least four years (excluding periods of leave of absence) and who, having ABD, apply for a doctoral degree within seven years of the total number of years of enrolment (excluding periods of leave of absence).
2. Application procedures

Submit the following documents to the Student Affairs Division by April 11(Thu).

(1) Application for Graduate School Thesis Defense meting (kenkyu happyokai) and a list of candidate reviewers for your doctoral thesis defense. The reviewers must be faculty members (professors) of the Graduate School of Medicine.

• The title of the presentation shall be the title of your doctoral dissertation.

• Fill in the names of 8 professors as possible members of the Doctoral Committee, after consulting with your academic advisor.

\*In principle, the top three reviewers will be selected (one main reviewer and two sub-reviewers), but this will not apply if a large number of applicants include those professors.

(2) Abstracts for Graduate School Thesis Defense Meeting (kenkyu happyokai)

Make an abstract using a template in around 800 characters in Japanese or 200 words in English, and email it as an attachment to the Student Affairs Division (E-mail:med@t.mail.nagoya-u.ac.jp).

※ After application, we will send bulk email to your THERS email address for notifications.

If you have another e-mail address that you use mainly, please set up for e-mail transferring.

1. Audience at the meeting
   * + 1. Faculty with the rank of assistant professor and above who are officially responsible for graduate school teaching
       2. Graduate students
2. Procedures
   1. The Committee for Education of the Graduate School will organize the program for the Graduate School Thesis Defense Meeting (kenkyu happyokai).
   2. An abstract book will be sent to each presenting student and faculty members in advance.
   3. The Committee for Education will finalize the reviewers of each presenting students.
   4. Each presentation should be 15 minutes, which is followed by Q&A defense session for 15 minutes. A total of 30 minutes is allotted to each person. Questions from the attending audience will be taken before questions by reviewers. If an academic advisor explains the research background and the research outline, this shall also be added to the 30-min defense session.
   5. The reviewers will give one of acceptable S, A, B, C grades or re-examination or an unacceptable D grade to each student.

Application Form for the 65th Graduate School Thesis Defense Meeting

(kenkyu happyokai)

Major Integrated Medicine Area of specialization ( ), Year of doctoral course

If you have already finished the doctoral course, indicate the year and month of graduation (YYYY/MM)

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title

(Title of dissertation) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Academic advisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [seal] (seal of approval required)

Possible members of Doctoral Committee

1. Fill in the names of 8 professors, **excluding** your academic advisor, in order of preference.

\*In principle, the top three reviewers will be selected (one main reviewer and two sub-reviewers),

but this will not apply if a large number of applicants include those professors.

1. **You do not have to obtain the prior consent from each professor.**
2. Do not include any co-authors of your paper.
3. You may include an assistant academic advisor (excluding a co-author).

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| --- | --- | --- |
|  | Department | Professor |
| 1 |  |  |
| 2 |  |  |
| 3 |  |  |
| 4 |  |  |
| 5 |  |  |
| 6 |  |  |
| 7 |  |  |
| 8 |  |  |
| Give the name of your assistant academic advisor | | |
|  | Assistant academic advisor |  |

Abstract Template

Presentation at the Graduate School Thesis Defense Meeting (kenkyu happyokai)

**(Title of dissertation)**

Major Area of specialization

Year of doctoral course Name

Please complete your abstract in the space below.

Objective

In recent years, the development of treatment methods ....

Methods

In this study, we used ...

Results

In ....., we observed....... . Also, ....

Conclusions

These results suggested that..... may be ..... . Also, ........

• Write your abstract on A4 paper in about 800 Japanese characters or about 200 English words.

• Write your title of dissertation.

• Email your abstract as an attachment to the email address below by April 11 (Thu).

The file name of your abstract should be “65thkenkyu happyokai (your name)”.

ex. 65th kenkyu happyokai (HANAKO meidai)

• Email address: med@t.mail.nagoya-u.ac.jp

Type “Abstract for the 65th Graduate School Thesis Defense Meeting (kenkyu happyokai)” in the subject line of your email, and indicate the name and department of the presenter in the body of the email.

• “Track highlight” functions should be turned off or all the changes should be accepted before you send your abstract.