

GIS - Course Registration for the Spring Semester

1. Completing Course Registration - Application Period

April 16 (Fri)	}	4/16 to 4/20 11:00 am to 8:00 am the next day	
April 17 (Sat)		}	4/21 11:00 am to 23:59 pm
April 18 (Sun)			
April 19 (Mon)		}	* Not available between 8:00 am and 11:00 am each morning.
April 20 (Tues)			
April 21 (Wed)			

Course registration can be corrected as many times as needed during the registration

After you have completed course registration please make sure to click on the “**Resister**” button (申請ボタン), and create and save the **Course Enrollment Notification**(履修登録科目確認通知書) which is generated that confirms your registered subjects.

If a subject you wish to register for does not appear in the **Course Enrollment Notification**, then this means that you have not been registered!

2. Course change/cancellation period

May 10 (Mon) 11:00 am to 8:00 am the next day

May 11 (Tues) 11:00 am to 23:59 pm

* Not available between 8:00 am and 11:00 am on May 11.

* If there is something incorrect in your course registration then you can make changes or cancel a subject during this period.

3. Check required subjects

Check whether you have registered for required subjects such as Academic Writing Skills I/II, Reading Skills I, and Freshman English I/II.

References

[GIS Handbook](#)

p 学部 - (10) - for students who entered in 2020

p 学部 - (21) - for students who entered between 2016 and 2019

* If you are registered in the wrong class or have not registered for a required subject, then please contact the GIS office immediately. If you fail to check your courses and are not registered for required courses then you will fail to obtain needed credits.

4. Other

If your registered subjects equal zero credits, or if as a result of your course registration for this semester you have less than the required credits for progression or graduation, then an error will be generated. If you don't wish to register at present then please fill out the following Google form during the registration period.

* If you are a first or second year student who started university in April then you will see an error if you register for courses with a total number of credits that is below 16. This error is displayed as a warning that says "Please acquire the necessary number of credits for progression by the next semester." It is possible to register as you have done if you fill out the Google form.

Please fill out the following Google form by **April 21 (Wed)**.

<https://forms.gle/aJheJaHhbVmnt96H9>

5. Information Systems

Please access the information system when you want to check your registration and grades.

You need an ID and password to log in.

For PC: <https://www.as.hosei.ac.jp/>

For smartphone: <https://www.as.hosei.ac.jp/kyomu/smartphone/>



◆ Official Class Registration Website

<Information Portal Site>

<https://www.as.hosei.ac.jp/kyomu/index.jsp>

【Process of Official Class Registration】

- ① Access “Information Portal Site” and log in.
- ② Click ‘Registration Application’ to register the classes.
- ③ Choose the classes to attend.
- ④ Click ‘Register’ to complete the class registration.
- ⑤ Print out the “Course Enrollment Notification” and keep it even after the registration being completed.

1. Please click the following link: <https://www.as.hosei.ac.jp/kyomu/index.jsp>

Access “Information Portal Site” and log in.

ユーザーIDとパスワードを入力し、ログインボタンをクリックしてください。
Input your USER ID and Password, then click the login[ログイン] button.

ユーザーID *半角英数字で入力
USER ID

パスワード *半角英数字で入力
Password

ログイン リセット

→ユーザーID、パスワードを忘れた方 / If you do not have your ID, Password

※ご注意
セキュリティの関係上、30分以上操作されない場合は、自動的にログアウトいたしますのでご注意ください。 / If you do not operate more than 30 minutes, the computer will be logged out for security reasons.
サービス内容(時間割・履修登録・休講情報等)に関するお問合せは所属学部・研究科窓口までご連絡ください。 / Please contact the office for more information regarding Course Timetable, Registration, Class Cancellation.

The assigned USER ID and password are required to log into ‘Information Portal Site’.

※Please input your Student ID Card letter with a small character.
e.g.) 18 Z9511→ 18 z 9511

Click “履修申請 (Registration Application)”

法政大学
HOSEI University

法政大学情報ポータル

メインメニュー

- 授業時間割・試験照会
- 休講状況照会
- 補講状況照会
- 抽選授業履修申請
- **履修申請**
- 履修取消
- 成績通知書印刷
- キャリア就職
- 奨学金申請

お知らせ

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項番	区分	種別	件名
1	学部	【重要】/Important	【ILAC科目・市ヶ
2	学部	【連絡】/News	◎ボランティアセ
3	学部	【連絡】/News	◎ボランティアセ
4	全体		「経団連グロー

2. Choose the classes for registration



Click to ADD a class



Click for DELETE a class



Click for Applied Classes

法政大学
Hosei University

ログイン日時: 2017年01月31日 14時57分39秒 法政 学生(学生) ログアウト / Log out (ARD010PCT01) ヘルプ / Help

履修申請 / Registration Application 申請状況画面 / Application Status Screen

申請 / Register Webシラバス Web Syllabus 成績通知書印刷へ / Grade Notification 教職資格取得申請へ

学生情報 / Student Information

学生証番号 / Student ID	99Z9999	学生氏名 / Student Name	法政 学生 (Hosei gakusei)		
学生区分 / Student Category	学部生	所属区分 / Affiliation Category	第一部	学生状態 / Student Status	通常 / Normal クラス / Group A
学部・研究科 Faculty / Graduate School	法学部 / Law	学科・専攻 Department / Major	法律学科 / Law	コース / Sub-Field	SSTコース / Sports Science Institute
住所・電話番号(固定)(携帯) Address / Phone Number	〒189-0014 東京都東京都千代田区富士見2-17-1 法政マンション121号 (03-9999-9999) (03-9999-9999)				

※住所、電話番号に変更があれば速やかに大学で変更手続きを行ってください。
※Please contact the office immediately in the case of a change in address or phone number

履修オプション情報 / Class Option Information

外国語 英語

2016年度 / Year 春学期 / Spring Semester 履修申請状況 / Application for Registration (前回履修申請の結果「進級見込」/ Anticipated year completion)となりました。 判定日時 / Decision Date and Time: 2017年01月25日 16時59分2秒 / January 25, 2017 16:59:25

破線付きテキストにカーソルを合わせると、全文を確認できます。 / If you move the cursor over the text with the dashed line, you can read the full text.
●にカーソルを合わせると、履修エラー内容を確認できます。 / If you move the cursor over the "!", you can confirm the details of the error.

アイコンの種類 / Icon Classification

科目の追加 / Add Class 科目の削除 / Delete Class 申請科目 / Applied Classes 履修科目 / Registered Classes 履修済み科目 / Completed Classes

履修科目 / Registered Classes

時期 / Period	期 / Term	月 / Monday	火 / Tuesday	水 / Wednesday	木 / Thursday	金 / Friday	土 / Saturday
1時限 / Period	通年 / Year Round	+	+	+	+	+	+
	春学期 / Spring Semester						
	春学期前半 / First Half of Spring Semester						
	春学期後半 / Second Half of Spring Semester						
	秋学期 / Fall Semester	+	+	+	+	+	+
	秋学期前半 / First Half of Fall Semester						
	秋学期後半 / Second Half of Fall Semester						

Please check the day of the class which you want to register and click **+**. Available classes will be listed.

履修申請 / Registration Application 配当科目選択画面 / Course Selection Screen

申請状況画面 / Application Status S... Selection Screen (ARD010PCT01)

氏名 / Student Name 法政 学生 (Hosei gakusei)

区分 / Affiliation Category 第一部 学生状態 / Student Status 通常 / Normal クラス / Group

学部 / Law Department / Major 法律学科 / Law コース / Sub-Field SSTコース / Sports Science

住所・電話番号(固定)(携帯) Address / Phone Number 〒189-0014 東京都東京都千代田区富士見2-17-1 法政マンション121号 (03-9999-9999) (03-9999-9999)

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配当科目 / Classes

2016年度 / Year 秋学期 / Fall Semester 月12時限 / Month 12 hours to be selected / Selectable Course in

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項番 No.	開講期 / Term	授業コード / Class Code	科目名称 / Class Title	要件グループ名称 / Required Class Group	教員氏名 / Instructor Name	キャンパス / Campus	単位数 / Credit(s)	授業分類 / Class Classification	授業管理部署 / Administrative Department	コマ数 / 隔週 / Every / Other / Week
1	秋学期授業 all	P2226	法学Ⅱ	基礎科目群	法政 職員 Hosei syokuin	市ヶ谷 Ichigaya	2.0	市ヶ谷	LA	
2	秋学期授業 all	A0618	北アメリカの政治と社会	自由科目(他学科科目)	法政 職員 Hosei syokuin	市ヶ谷 Ichigaya	4.0	市ヶ谷	一法国	
3	秋学期授業 all	A0298	財政学Ⅱ	自由科目(他学科科目)	法政 職員 Hosei syokuin	市ヶ谷 Ichigaya	2.0	市ヶ谷	一法政	
4	秋学期授業 all	F9104	Elementary Health and Physical Education	自由科目(公開科目)	法政 職員 Hosei syokuin	市ヶ谷 Ichigaya	2.0	市ヶ谷	LA	

選択 / Select 戻る / Back

Please select the classes which you will register for and click 'Select'.
The classes which you have registered for will be shown on Application Status Screen.
Please click **+** and do the same for other class registration.

★NOTE★

- The class title could be omitted.
- There may be some classes with the same title.
- Please check the class code, instructor's name, the date, the day of week and period carefully.

3. If all desired classes are chosen, please click ‘Register’ to complete the class registration

It is possible to change the registered classes within the specified period on Web. Please click ‘Register’ after change the class.

項番 / No.	機能 / Function	期 / Term	科目名称 / Class Title	担当教員 / Instructor	キャンパス / Campus	単位 / Credit(s)	集中講義期間 / Intensive Class Period	エラー / Error
	+							

申請 / Register

4. Click “Out Put (English)” to print out your Course Enrollment Notification and keep it for reference.

Please make sure that

- ① The classes shown in the form are the ones actually registered for;
- ② There are no errors occurred.

履修申請が正常に完了しました。 / You have completed the registration.
履修科目確認通知書を出力し、内容を確認してください。 / Print out Course Enrollment Notification and confirm all information.

出力(英語) / Out Put (English)



Class registration is completed!

Please click ‘**Register**’ to complete the registration procedure!
Print our your “**Course Enrollment Notification**” for the confirmation.