Graduation School of Education
Submission of Master Thesis

Students graduating from the Master's program in March 2027 should submit the following documents to the to the Educational Affairs Section.

Submission 1 **【Submission of Google form】**

◆ Notification of Master Thesis Submission
(Google form) URL: https://forms.gle/Ym3hP5ivi1LRqyYy5

※ **Please check the contents (title, reviewers name, etc.) with your supervisor and associate supervisor before submission.**
※ When submitting the form, please be careful when typing all email addresses.
※ The post-submission process is as follows.
(1) An automated email requesting confirmation of the submitted information is sent to the supervisor and associate supervisor. *No email will be sent to the student.
(2) The supervisor and associate supervisor review the submitted information and complete the faculty confirmation form.
(3) An automated email ("Confirmation of the Master Thesis Submission has been confirmed") is sent to the student. If the email states that the title needs to be corrected, the student must resubmit the form.
※ If you do not receive the email described in Step (3) within two days of form submission, please check with your supervisor and associate supervisor.

Dead line: 2 weekdays on or before your thesis' submission
（Last dead line: January 7, 2027 (Thu), 17:00）

Submission 2 **【Submission of master thesis application documents】**

◆ Master Thesis (Simple bound） ★ one
※ The title must be the same as the Google form.
★Check with your supervisor for the format.

◆ Master's Thesis Abstract (A4 size, about 500 words) ★ one
※ Do not put it together with the master thesis' main body.

◆ Copy of the automated email received after confirmation by the supervisor and associate supervisor 1 copy each
➢ **Copy of notification email " (3) Confirmation of Master Thesis Submission Form Completed" (Content Approved)**

◆ Dissertation registration documents for the Tohoku University Repository TOUR
※ Applicants only → Please contact Educational Affairs Section for details.

Dead line: January 12, 2027 (Tue), 17:00 (Must arrive by mail as well.)

Submission Office: Faculty/Graduate School of Education
(〒980-8576 Kawauchi 27-1, Aoba, Sendai)

※ If you want to change the title, you must obtain approval from your advisor before submitting the notification of thesis submission. In this case, you don't have to submit "Change of Title Notification." Just write the new title in the thesis notification and submit it
※ When submitting, we will confirm your name, date of birth (as per your original family register), and English name that will appear on your degree certificate.
※ **You can also submit your thesis by mail (using a method that leaves a delivery record, such as simple registered mail). Write "Contents: Master Thesis", your name, and student ID on the envelope. Please note that we cannot accept incomplete submissions.**
※ **We will send an acknowledgment of receipt to your DC mail. In the same Email, instead of face-to-face confirmation, we ask you to confirm your name, etc., which will be printed on your degree.**
◎ If you want to withdraw your graduation thesis, contact the Educational Affairs Section by February 1st (Mon), 2027.

November 12 ,2026 Faculty/Graduate School of Education