WEB Lotteries

(for Undergraduate students, Postgraduate students, Exchange students, and MEXT Japanese Studies Students)

1st Entry : Apr. 3 (9 a.m.) – Apr. 4 (noon)

For Yearlong courses, Spring-Summer semester courses, Spring quarter courses, Summer quarter courses, Summer Intensive courses Announcement of results: Apr. 7 (3 p.m.)

2nd Entry: Apr. 7 (5 p.m.) – Apr. 8 (2 p.m.)

For Yearlong courses, Spring-Summer semester courses, Spring quarter courses, Summer quarter courses, Summer Intensive courses Announcement of results: Apr. 8 (8 p.m.)

3rd Entry : May. 8 (noon) – May. 9 (noon)

For Summer quarter courses and Summer Intensive courses Announcement of results: May. 12 (noon)

4th Entry : Jun. 30 (noon) – Jul. 1 (noon)

For Summer Intensive courses Announcement of results: Jul. 2 (noon)

- Postgraduate students (Degree-seeking, Exchange, Research) can apply for the "2nd Entry" only.
- After all lotteries, the registration will be closed even if some courses still have seats remaining.
- Read information on the following slides and follow the instructions.

Information on WEB Lotteries (1)

- Depending on the lottery period (1st Entry ~ 4th Entry), the courses eligible for the lottery differ. There are Yearlong courses, Spring-Summer semester courses, Spring quarter courses, Summer quarter courses, and Summer Intensive courses.
- Before applying for the lottery, check the following course registration rules carefully.

1. Applicable Lottery Courses

To check if a course is a lottery course, check the syllabus on CELS.

→ Go to "Syllabus" > "Search for Specific Items"

Lottery courses are indicated with a "O" symbol in the "Online Registrator Lottery" section. You can also use a search function to find lottery courses as well.

- 2. 学士課程ガイドブック(For Undergraduate degree-seeking students)
- **3. 学生便覧**(For Postgraduate degree-seeking students)

4. <u>Course Registration Guidelines for Exchange Students (Undergraduate level)</u>
 and MEXT Japanese Studies Students (For Exchange students and MEXT Japanese Studies students)

Information on WEB Lotteries (2)

- If many students try to access CELS as the deadline approaches, you may not be able to complete your entry properly in time. There is no remedy even if you cannot complete your entry, so complete the procedures as early as possible.
- You can change/add/delete your choices as many times as you wish during each entry period only. (Be sure to confirm details of your registration at the end of the procedure.)
- The 2nd, 3rd, and 4th lotteries are held only for courses that have seats remaining after the previous lottery. You are not allowed to register for any courses after the end of all lotteries even if some courses have seats remaining.
- Courses that you've won in the lotteries will be automatically registered. You are not allowed to swap them with other courses. If you wish to withdraw from any of the lottery courses you've won, you may only delete them during the specified Course Withdrawal Period.

How to Apply for the Lottery (1)

- Log into CELS. (<u>https://cels.hit-u.ac.jp/</u>)
- Go to "Course" > "Pre-registration."

CAMPUS EDUCAT	ION LEARNING SYSTEM	Smartphone page	Japanese About 60 min	Logout
HOME Student Info Bulletin Board	Schedule Syllabus Course Self evaluation	Examination Grade	ther	
Class Portfolio Pre-registra Application for Exp Pre-registra View Pre-	ation View Course Registration and Status ration Confirmation of Teaching-Related Cou registrations	Seminar Application	List of Seminar Scree n Sheet Input Nu	ning Results irsing Care Experience Schedule
👔 What's New	Category Selection			
You got new information.		Student ID No.		
My Schedule	Faculty of Commerce and ManagementDepartment of Busin Management	ess Student Year	3	
🔶 Aug 2022 🍑	Registration	Academic Year/Comostor	2022 / Autumn	
Sun Mon Tue Wed Thu Fri Sat 1 2 3 4 5 6 7 8 9 10 11 12 13	English Level	red/seriester		
14 15 16 17 18 19 20	Select the lottery selection categories to perform	m pre-registration for.		
21 22 23 24 25 26 27 28 29 30 31 2022/08/10(Wed)	Where a class is conducted via live video streat participating in the class may be shown on the picked up). Classes will be recorded and may be	aming, in whole or in part, stud screen (or participants' voices r e made public at a later date. Th	lents may be herefore,	
no schedule.	please be aware that you are consenting to this	when you register for a course	5.	
	Category Name			
Frequently Used Menu	社会科学療論Ⅰ・Ⅱ(社会学部生のみ履修可)			
Student information carte/	英語(I ・ II ・ Introduction) / English I, II, Introdu	uction		

4

How to Apply for the Lottery (2)

• Select the course category.



How to Apply for the Lottery (3)

- Select the course group (day and period).
- Courses with two classes per week are categorized into the course group of the first class.
 (e.g. A course with two classes on Mon. 2nd period and Thu. 2nd period → The course group is "Mon2")

Mhat's New	🔗 Pre-registra	ation/Course Group Selection				
You got new information.	Name			Student ID No.		
My Schedule	Student Affiliation	Faculty of Commerce and ManagementDepartment of B Management	usiness	Student Year	3	
Aug 2022 ->	Registration Period			Academic Year/Semester	2022 / Autumn	
1 2 3 4 5 6 7 8 9 10 11 12 13	English Level					
14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 1	Category	他授業科目(曜日·時限指定有	 / Specified day an 	nd period		
2022/08/10(Wed)	Select the cour	se group to perform pre-reg	istration for.			
no schedule.		Course Group	Status			
	月1 (秋·秋冬)	/ Mon1(Aut, Aut-Win)	Not Registere	d		
Frequently Used Menu	月2 (秋·秋冬)	/ Mon2(Aut, Aut-Win)	Not Registere	d		
Student information carte/	月3 (秋·秋冬)	/ Mon3(Aut, Aut-Win)	Not Registere	d		
student register informa	月4 (秋·秋冬)	/ Mon4(Aut, Aut-Win)	Not Registere	d		
Class cancellation - Classro	火1 (秋·秋冬)	/ Tue1(Aut, Aut-Win)	Not Registere	d		
om change	火2 (秋·秋冬)	/ Tue2(Aut, Aut-Win)	Not Registere	d		

How to Apply for the Lottery (4)

• Input priority rankings from 1 to 5 (up to five choices for each course group).

Category	他授業科目(曜日・時限指定有) / Specified day and period
Course Group	月1(秋・秋冬) / Mon1(Aut, Aut-Win)

Input between 1 and 5 course priority rankings.

The course with no remaining seat will be excluded from the list of choices. In order to delete your registration and return to the previous screen, please click on the "Delete and Return" button.

月1(秋・秋冬) / Mon1(Aut, Aut-Win)

Priority Ranking	Course Code	Course	Instructor	Semester	Day / Period	Capacity	Number of remaining seats	No. Applied (1st preference)	Notes
	1ED41101	Topics in Probability and Statistics A	HONDA Toshio	Autumn	Mon1 , Thu1	21	21	0	
	1EG30101	Public Finance I	SATO Motohiro	Autumn	Mon1 , Wed1	190	190	0	
	1JA10402	Undergraduate Introductory Seminar	SAKAI TOMOYUKI	Autumn- Winter	Mon1	16	16	0	
2	1JD25501	Political & Diplomatic History of U.S.A.	T.B.D.	Autumn- Winter	Mon1	300	300	0	
	1JJ71401	EU Law	NAKANISHI Yumiko	Autumn- Winter	Mon1	41	41	0	

Confirm

Clear

The input contents are checked, and the pre-registration screen will open.

Delete and Return

Deletes all pre-registration information that is registered to this course group, and returns to the Course Group Selection screen.

How to Apply for the Lottery (5)

• Click on "Confirm".

Category	他授業科目(曜日・時限指定有) / Specified day and period
Course Group	月1(秋・秋冬) / Mon1(Aut, Aut-Win)

Input between 1 and 5 course priority rankings.

The course with no remaining seat will be excluded from the list of choices. In order to delete your registration and return to the previous screen, please click on the "Delete and Return" button.

月1(秋・秋冬) / Mon1(Aut, Aut-Win)

Priority Ranking	Course Code	Course	Instructor	Semester	Day / Period	Capacity	Number of remaining seats	No. Applied (1st preference)	Notes
	1ED41101	Topics in Probability and Statistics A	HONDA Toshio	Autumn	Mon1 , Thu1	21	21	0	
1	1EG30101	Public Finance I	SATO Motohiro	Autumn	Mon1 , Wed1	190	190	0	
	1JA10402	Undergraduate Introductory Seminar	SAKAI TOMOYUKI	Autumn- Winter	Mon1	16	16	0	
2	1JD25501	Political & Diplomatic History of U.S.A.	T.B.D.	Autumn- Winter	Mon1	300	300	0	
	1JJ71401	EU Law	NAKANISHI Yumiko	Autumn- Winter	Mon1	41	41	0	



The input contents are checked, and the pre-registration screen will open.

Delete and Return

Deletes all pre-registration information that is registered to this course group, and returns to the Course Group Selection screen.

Clear

How to Apply for the Lottery (6)

• Click on "Register".

Category	他授業科目(曜日・時限指定有) / Specified day and period
Course Group	月1(秋・秋冬) / Mon1(Aut, Aut-Win)

If there are no mistakes in the course priority rankings, click the "Register" button. To change the priority order, click the "Back" button to return to the pre-registration screen.

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月1(秋·秋冬) / Mon1(Aut, Aut-Win)
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Priority Ranking	Course Code	Course	Instructor	Semester	Day / Class period	Capacity	Number of remaining seats	No. Applied (1st preference)	Notes
1	1EG30101	財政学Ⅰ	SATO Motohiro	Autumn	Mon1 , Wed1	190	190	0	
2	1JD25501	アメリカ政治外交史	T.B.D.	Autumn- Winter	Mon1	300	300	0	



Performs pre-registration.

Returns to the pre-registration screen.

How to Apply for the Lottery (7)

• Registration completed (Registered courses can be checked under "View Pre-Registrations.")



How to Apply for the Lottery (8)

• To change your registration, follow the procedures on "How to Apply for the Lottery" $(1) \sim (3)^{"}$ again and change priority rankings and click on "Confirm".

Input between 1 and 5 course priority rankings.

The course with no remaining seat will be excluded from the list of choices. In order to delete your registration and return to the previous screen, please click on the "Delete and Return" button.

月1(秋·秋冬) / Mon1(Aut, Aut-Win)

Clear

Priority Ranking	Course Code	Course	Instructor	Semester	Day / Period	Capacity	Number of remaining seats	No. Applied (1st preference)	Notes
	1ED41101	Topics in Probability and Statistics A	HONDA Toshio	Autumn	Mon1, Thu1	21	21	0	
	1EG30101	Public Finance I	SATO Motohiro	Autumn	Mon1 , Wed1	190	190	0	
	1JA10402	Undergraduate Introductory Seminar	SAKAI TOMOYUKI	Autumn- Winter	Mon1	16	16	0	
	1JD25501	Political & Diplomatic History of U.S.A.	T.B.D.	Autumn- Winter	Mon1	300	300	0	
2	1JJ71401	EU Law	NAKANISHI Yumiko	Autumn- Winter	Mon1	41	41	0	
Confir	rm	The input conten	ts are checked, and th	e pre-regis	tration scr	een will op	ben.		
Delete	e and Return	Deletes all pre-re	gistration information	that is regi	stered to t	nis course	group, and	returns to th	e Course Group

up, Selection screen.

How to Apply for the Lottery (9)

 To delete your registration, follow the procedures on "How to Apply for the Lottery (1)~(3)" again and click on "Delete and Return".

Input between 1 and 5 course priority rankings.

The course with no remaining seat will be excluded from the list of choices. In order to delete your registration and return to the previous screen, please click on the "Delete and Return" button.

月1(秋·秋冬) / Mon1(Aut, Aut-Win)

Priority Ranking	Course Code	Course	Instructor	Semester	Day / Period	Capacity	Number of remaining seats	No. Applied (1st preference)	Notes
	1ED41101	Topics in Probability and Statistics A	HONDA Toshio	Autumn	Mon1, Thu1	21	21	0	
1	1EG30101	Public Finance I	SATO Motohiro	Autumn	Mon1 , Wed1	190	190	0	
	1JA10402	Undergraduate Introductory Seminar	SAKAI TOMOYUKI	Autumn- Winter	Mon1	16	16	0	
2	1JD25501	Political & Diplomatic History of U.S.A.	T.B.D.	Autumn- Winter	Mon1	300	300	0	
	1JJ71401	EU Law	NAKANISHI Yumiko	Autumn- Winter	Mon1	41	41	0	

The input contents are checked, and the pre-registration screen will open.

Deletes all pre-registration information that is registered to this course group, and returns to the Course Group Selection screen.

Poturne ir

Confirm

Clear

Delete and Return

Announcement of Lottery Results

• Lottery results can be checked under "View Pre-Registrations" after the announcement.

b	受業科目	(曜日・時限指	定有) / Specified day	and period					
he	e numbe	r of remaining	seats is updated base	ed on the latest registration	n status.				
J	月1(秋・	秋冬) / Mon	1(Aut, Aut-Win)						
	Priority Ranking	Course Code	Course	Instructor	Day/Period	Capacity	Number of remaining seats	No. Applied (1s preference)	Success/failed
	1	1EG30101	Public Finance I	SATO Motohiro	Mon1 ,Wed1	190	190		
	2	1JD25501	Political & Diplomatic History of U.S.A.	T.B.D.	Mon1	300	300		

- The number of courses you may win is one per course group. (You may not win any of them.)
- From the end of the entry period until the announcement of results, the following menus of CELS cannot be accessed:
 - Class Portfolio
 - Course Registration/View Course Registration and Status
 - Class Cancellations/Supplementary Classes Schedule
 - Grade

Four essential check points

1. Do not forget to click on "Register"

You will not be able to register for the courses unless you click on "Register". Otherwise your choices will not be saved.

You will not receive a confirmation e-mail at completion of your registration.

🖋 🌩	前登録/登録	確認							
学生	生氏名 i	商学部 学生			学課	語番号	SHOO	0001	
学生	生所属 i	商学部商学科			e.	学年	31	ŧ	
登録	禄期間	第1回目 2019年3月1日 10時(第2回目 2019年3月8日 12時(0分 から 2019年3月6日 12時0; 0分 から 2019年3月12日 15時(〕)分	年度	・学期	2018年度	冬学期	
英語	レベル	震準							
h =	テゴリ	全学共通科曰(選択)							
科目公	グループ								
科目の希 希望順位 月曜日1	希望順位に間遠 立を変更する場 限	いがなければ「登録」 ボタンで 合は「戻る」 ボタンで事前登録	を押してください 録画面へ戻ってください						
科目の希 希望順位 月曜日1 希望 順位	希望順位に間違 立を変更する場 限 時間割コート	いかなければ「登録」ボタンる 合は「戻る」ボタンで事前登録	を押してください 泳画面へ戻ってください 担当教員	曜日時限	定員	決定 者数 (申込人数 (第1希望)	備考	
科目の希 希望順位 月曜日1 希望 順位 1	⁶ 望順位に開遠 立を変更する場 限 時間割コート 1015a	いがなければ「登録」ボタンで 合は「戻る」ボタンで事前登録 経済法	を押してください 緑画面へ戻ってください 担当教員 教員 1	曜日 時限 月1	定員 30	決定 者数 (0	申込人数 (第1希望) 0	備考	

2. Open the "View Pre-registrations" page and check your registration status.



Four essential check points

3. Don't apply for the courses that are held on the same day and same period.

Make sure that courses registered in one course group do not overlap with courses registered in another course group.

Even if you apply for multiple courses on the same day and period,

- you can win only one course per day and period.
- 2. no error message will be displayed.

火1(秋・秋冬) / Tue1(Aut, Aut-Win)

Advanced MERADEE 1 1EM42101 Development TANGVATCHARAPONG Tue: ,Fri1 28 28	, Applied (1st preference)	of remaining seats	Capacity	Period	Day	Instructor	Course	Course Code	Priority Ranking	
Economics E	3	28	28	,Fri1	Tue	MERADEE TANGVATCHARAPONG	Advanced Development Economics E	1EM42101	1	

火2 (秋·秋冬) / Tue2(Aut, Aut-Win)

Priority Ranking	Course Code	Course	Instructor	Day/Period	Capacity	Number of remaining seats	No. Applied (1st preference)
1	1GE23502	Intermediate Japanese Writing	YANAGIDA Naomi	Tue2	19	19	14
2	1EN23102	Introductory Seminar (Milen Martchev) B	Milen Martchev	Tue2	16	16	13

水1 (秋・秋冬) / Wed1(Aut, Aut-Win)

Priority Ranking	Course Code	Course	Instructor	Day/I	Period	Capacity	Number of remaining seats	No. Applied (1st preference)
1	1HB70802	Intermediate Japanese II	Kyoko Hayakawa	Wed	,Fri1	15	15	12
2	1ET20701	Selected Topics in Economics E	Milen Martchev	We	ed1	16	16	19

Four essential check points

4. Check the medium of instruction.

You cannot check the medium of instruction on the WEB lottery screen.

Check the "Language" (J/E) in the syllabus before applying for the lottery.

1	Priority Ranking	Course Code	Course	Instructor	Day/Period	Capacity	Number of remaining seats	No. Applied (1st preference)	Success/failed
	1	1EM42101	Advanced Development Economics E	MERADEE TANGVATCHARAPONG	Tue1 ,Fri1	28	28	3	

基本情報/Basic Information 詳細情報/Detailed Information

火1(秋·秋冬) / Tue1(Aut, Aut-Win)

ion 授業計画詳細情報/Class Schedule Details

基本情報/Basic Information

開講科目名 /Course	Japanese Business C/Japanese Business C
時間割コード /Course Code	1HC71401
ナンバリングコード /Numbering Code	HU-C714-A-00
開講所詞 /Faculty/Department	国際交流科目/International Linkage
尾限 ∕Day and Period	火/Tue 4
開講区分 /Quarter(s)	春夏学期/Spring-Summer
単位数 /Credits	2.0
主担当教員 /Main Instructor	西岡 佐知子/NISHIOKA Sachiko
科目区分 /Course Group	C : Japanese Affairs Medium of Instruction
教授言語 /Language	^{₩/E} Japanese / English
✓ Types of Course	【対】対面授業(Face-to-face)
→ 通道対象 /Online Registrator Lottery	0

Common errors at the time of entry

Errors due to course registration restrictions

月1 (春 · 春夏)



希望 順位	時間割コード	科目	エラー内容
2	1SA10202	社会科学概論Ⅰ	指示されている所属、年次以外の学生は履修できません。/Only students in the specified affiliation and year of study may register for this course.(11)

For example...

When postgraduate students apply for a course that is open only to undergraduates such as "学部基礎科目", an error occurs.

When exchange students apply for a course on the Pink Sheet, an error occurs.

Make sure to check:

・学士課程ガイドブック

(for Undergraduate degree-seeking students) •学生便覧

(for Postgraduate degree-seeking students)

Pink Sheet

<u>Course Registration Guidelines for Exchange</u> <u>Students (Undergraduate level) and MEXT</u> <u>Japanese Studies Students"</u>

(for Exchange students and MEXT students)

Repeat marks

If you retake a course that you have taken in a previous semester, it will be marked as "上書き."

If you retake the course, the grade will be overwritten.

* The previous grade won't be listed on your transcript, only the latest grade will.

* Even if the grade before the overwriting is better, the latest grade will be listed.

1GC20901	英語(ディスカッション・発展) I 上書き	ワンチェン・タイ	木2	16	0	0	
1GC20902	英語(ディスカッション・発展) I 上書き	ワンチェン・タイ	木3	16	0	0	
-	英語(ディス カッション・発展) I 上書き	ワンチェン・タイ	木4	16	0	0	
1GC21001	央語(LL) Ι 上書き	橋沼 克美	月3	40	0	2	
1GC21003	英語(L L) I 上書き	早坂 静	金3	40	0	0	
1GC21004	英語(L L) I 上書き	早坂 静	金4	40	0	0	
1GC21007	英語(L L) I 上書き	江澤 美月	火3	40	0	0	
1GC21008	英語(L L) I 上書き	江澤 美月	火4	40	0	0	
1GC21011	英語(L L) I 上書き	加茂《秀隆	木2	40	0	0	
1GC21012	英語(L L) I 上書き	加茂 秀隆	木3	40	0	0	
1GC21015	英語(L L) I 上書き	山下 芳典	火1	40	0	0	
1GC21016	英語(L L) I 上書き	山下 芳典	水1	40	0	º 17	

2nd , 3rd , 4th lottery

The number of seats available for one course in the 2nd, 3rd, 4th lottery is the number of seats remaining after the previous lottery (lotteries).



- Courses with no remaining seats are excluded from the list of choices.
- You can win only one course per course group.

Check the latest information on lottery courses and the lotteries on CELS Download Center.

HOME Student Info Bulletin Board	Schedule Syllabus Course Final Exams	Grade Download Center Devration		
What's New No data available for display. My Schedule	ダウンロードセンター Search by open period. From 2024年09月24日 To 2024年11月24日	Display		
Oct 2024 Fri Sat Sun Mon Tue Wed Thu Fri Sat 1 2 3 4 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 24 25 26	Folder Name Open Period 001. 授業関係1 (授業時 1.4.19 - 31.3.30	Owner 教務課 教務係(教	Summary	A list of lottery courses
20 21 22 23 24 25 26 27 28 29 30 31 2024/10/24(Thu) no schedule.	間割 Timetable) 1,4,19 - 31,3,30 ♥002. 授業関係2 (履修登 録・履修撤回 - WEB抽選・成 績関係 Course reg. etc.)	務担当) 教務課 教務係(教 務担当)	履修登録・WEB抽選・成績 関係 Course reg.,Web Lottery, etc. Edit Copy	and manuals are available
 Frequently Used Menu Student information carte/ student register informa Bulletin board registration 	Add Folders Add Files Delete Files Folder Name Open Period 기) WEB抽题 Web 1,4,19 - 31,3,25 Lottery 1,4,19 - 31,3,25	Owner 教務課 教務係(教 務担当)	Summary WEB抽選 Web Lottery Setting Oper	on CELS Download Center.
 Entry of Class Cancellation Up Class Search for Specific Items Course registration - regist ration status inquiry Output of Course Attendan 	Add Folders Add Files Delete Files □ File Name □ 01_WEB抽選【手順・注意事項編】.pdf	Registration Date Summary 28,8,24 17:01:00 2024/8/28更新		There is a list of lottery courses with the information on course groups.
grade inquiry credit earned inquiry	02_2024秋冬第3回WEB抽選結果 _20241009.pdf 03_2024冬WEB抽選科目_優先条件一覧 _20241001.pdf	10,10,24 08:38:44 2024/10/10 7,10,24 10:00:09 2024/10/7揭示		priority requirements, etc. There is a web lottery manual as well.
For instructors Portfolio system "manaba" Information Environment User Guide	04.WEB抽選に関するよくあるご質問.pdf 05.(新入生向け)WEB抽選とは 2024.pdf 06.(新入生向け)WEB抽選とは 06.(新入生向け)WEB抽選・履修登録事 前準備ガイド2024.pdf	27,3,24 20:17:03 27,3,24 20:18:36 27,3,24 20:18:41		
Classroom Handbook for Teachers(6/11 Uploaded) Edit My Links	08-1.数学分野の科目(数学科目)の履修 ガイド.pdf 08-2.数学科目の抽選における優先順位等 について.pdf	26,3,24 08:39:37 2024/03/26更新 25,3,24 19:58:03 2024/03/25更新		
 CELS - 持士学の学習信報システムの名称 	09_ [English] WEB_Lotteries_2024AW.pdf	9,8,24 10:16:56		19