

# Guidelines for the Preparation of Master's Thesis, Professional Degree Thesis, and Qualifying Paper

Graduate School Committee

November 9, 1988

Last revised on March 7, 2022

The master's thesis, professional degree thesis, and qualifying paper shall be prepared in accordance with the following guidelines. The thesis shall be submitted for review and approval by the supervisor prior to submission for examination.

1. The thesis / paper shall be written in Japanese or English.
2. The thesis / paper shall be written by PC, word processor etc. in general.
3. The thesis / paper shall be written horizontally on portrait-oriented paper.
4. A thesis written in Japanese shall contain more than 20,000 characters of text and use A4 size paper and a 10 to 12-point font. A page shall contain roughly 1,000 to 1,600 characters and 30 to 40 lines of text.
5. A thesis written in English shall contain more than 8,000 words of text and use A4 size paper and a 10 to 12-point font. A page shall contain roughly 300 to 600 words and 30 to 40 lines of text.
6. The title page shall clearly state the date of submission, the title of the thesis, the name of the laboratory with which the candidate is affiliated (including the name(s) of faculty member(s) in the lab), the student number, and the name of the candidate.
7. The page numbers should start from the first page of the main text and use Arabic numerals such as 1, 2, ... They should not be placed on the cover page. The page numbers may or may not be added to the table of contents, but if they are, use non-Arabic numerals such as i, ii, ... to clearly distinguish them from the main page numbers.

## Supplementary Provisions

These Guidelines shall take effect on April 1, 2022.