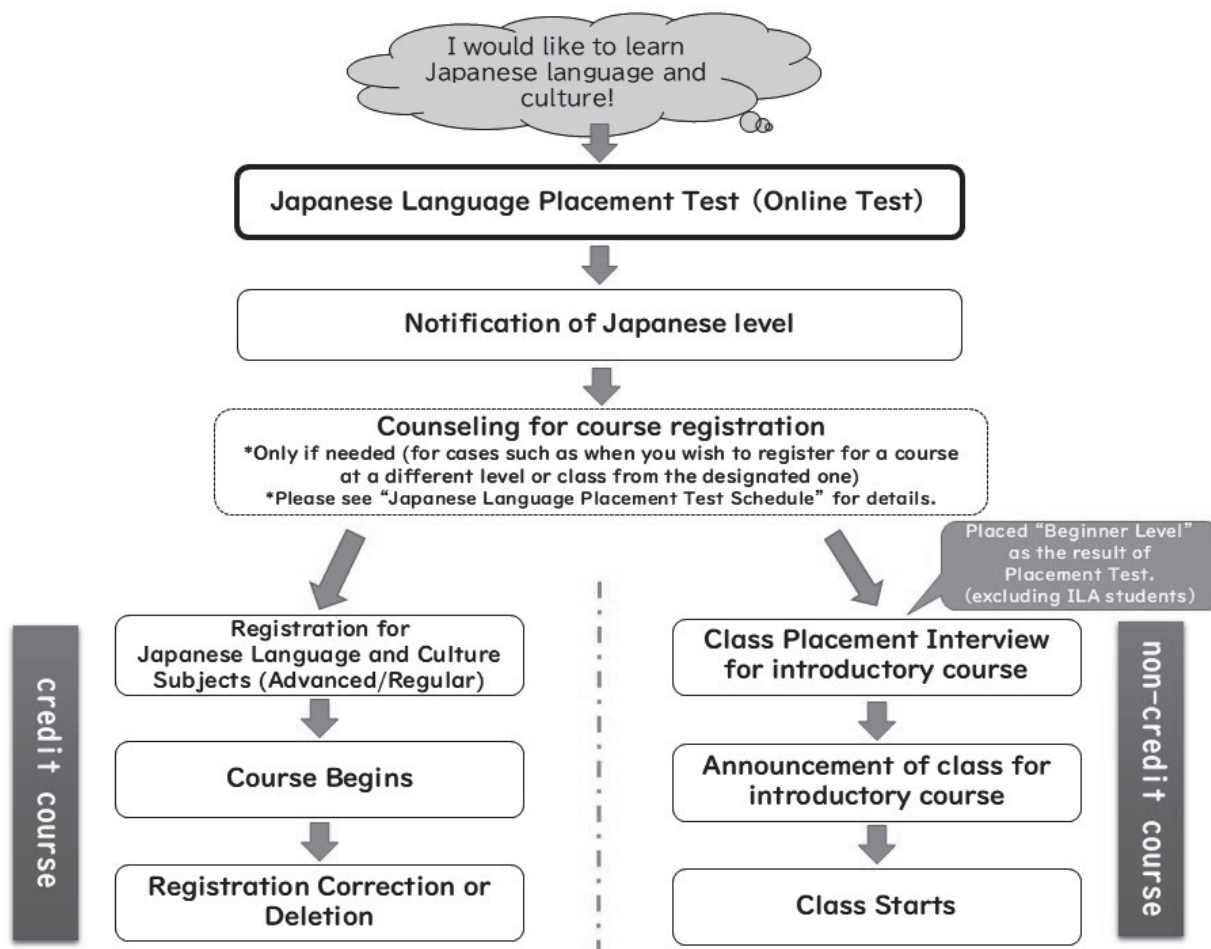


2. Registration Flow and Important Notes

You are required to take Japanese Language Placement Test Every Spring Semester if you wish to **register for the “Japanese Language and Culture Subjects” or take the “Japanese Language Introductory Course (non-credit course)”**. You will not be allowed to register for the “Japanese Language and Culture Subjects” or take the “Japanese Language Introductory Course” if you have not taken the Placement Test.



※ You cannot carry over the Japanese Level of the previous years.

※ “Japanese Language Introductory Course” cannot be registered on DUET since it is extracurricular. For registration procedures, please refer to the Japanese Level Notification email.

(1) Japanese Language Placement Test

- It is an online test to determine student’s Japanese learning level.
- The placement test consists only of an online test. There will be no oral exam. However, there may be cases where consultation at counseling for course registration is required to finalize the Japanese learning level.
- Please see p11 of this book for details about the test schedule.
- **We will not accept any inquiry regarding the test format, examination questions and past examination questions.**
- New students entering in fall semester can take the placement test in fall semester only in their enrollment year and must take it in spring semester after the second year.

(2) Students required to take the Japanese Language Placement Test

① Other than ILA students:

International Students (regular students and special students) enrolled in Doshisha University and who wish to register for the “Japanese Language and Culture Subjects” or take the “Japanese Language Introductory Course (non-credit course)”.

② ILA students:

Students who wish to register for either “Japanese Language and Culture Subjects” or “Basic Japanese”.



Q: Do I have to take Japanese Language Placement Test each year?

A: Yes. Students are required to take the test every year if they wish to register for the Japanese Language and Culture Subjects or take the Japanese Language Introductory Course. Japanese learning level is designated for each academic year.

(3) 2026 Japanese Language Placement Test Schedule

Spring Semester

Day / Time (JST)	Schedule	Details
Mar. 3 Tue. 10:00 ~ Mar. 6 Fri. 9:00	Japanese Language Placement Test [Online Test]	New students : On Pre-Enrollment Information Webpage Current Students : Details are notified by DUET message on 3/1.
Mar.24 Tue. 10:00 ~ Mar.26 Thu. 9:00	Japanese Language Placement Test [Online Test] (Make-Up Test) For students who were unable to take the test on the regular schedule	Application Deadline: 3/23 (Mon) 17:00 Information about how to apply is announced on New Students: Pre-Enrollment Information Webpage Current Students: DUET message sent on 3/6 Further information will be sent to those who have applied on 3/23 (Mon) 18:00.
Current Students : Mar.13 Fri. 13:00~ New Students/Current Students (who took Make-Up Test) : Apr. 1 Wed. 10:00~	Notification of Japanese level	Office of the Center for Global Education and Japanese Studies will send an email to your Doshisha email account to notify your Japanese learning level.
(Spring Semester) [Imadegawa] Apr. 3 Fri. 13:00~15:00 Apr. 8 Wed. 13:00~15:00 [Kyotanabe] Apr. 3 Fri. 13:00~15:00 Apr. 8 Wed. 13:00~15:00 (Fall Semester) Please see "Fall Semester registration schedule" (Scheduled to be released late July on university web site)	Counseling for course registration※	Will be conducted face to face. *Please enter the room by closing time. *No reservation required. [Imadegawa] K49(Kofukan 4F) [Kyotanabe] TC1-208(Chishinkan1 2F)

Fall Semester

- For new students entering in the fall semester, details of the Japanese language Placement Test will be provided in the orientation materials.
- As a general rule, current students are not allowed to take the placement test in the fall semester. If you were unable to take the placement test in the spring semester and wish to register for the "Japanese Language and Culture Subjects" or take the "Japanese Language Introductory Course (non-credit course)" in the fall semester, you should apply for fall semester placement test as follows.

The detailed information of the fall semester placement test will be sent on September 7th to Doshisha account email of those who have applied.

<Application URL> <https://forms.office.com/r/B7zAqzxNe5>

<Application period> April 1 Wed. 10:00, 2026 ~ September 6 Sun. 23:59, 2026 (JST)

※ **You cannot register Japanese language courses at a Japanese level different from those designated by the test.** However, **you may have to take Japanese subjects at a different level** due to the overlap in the timetable with your faculty /graduate school's compulsory subject. In such cases, or for any concerns you might have with registration, **please consult at the "Counseling for course registration."** **If you register for a subject at a different level and fail to attend the counseling session, your registration will be treated as a registration error.** You will be required to correct this error during the registration error correction period, but if you fail to do so during this period, the subject flagged with registration error will be deleted.

(4) Course Registration and Registration Error Correction

- You can register Japanese Language and Culture Subjects on your own using the DUET system. Students who are unable to register on DUET – such as graduate students or special students – should complete the necessary procedure at their faculty/graduate school office.
- All courses other than the Advanced registration courses listed in this guide are General registration courses.
- Please check the university website or contact your faculty/graduate school office for information about the advanced registration period and general registration period.
- **You must register courses based on the designated Japanese level/class** (class is designated only in levels I-III at Imadegawa campus.) determined by the result of the test.
In case you register for the subject with different level/class and fail to attend the counseling, your registration will be treated as registration error.
- For courses with registration error, you should either correct the registration to the designated level or delete the course from your registration during the error correction period through your faculty/graduate school's office. If you do not do either one, all courses with registration error will be deleted.

How to find out Japanese Level from subject name

(Japanese Language Subjects)

The Roman numerals used in the subject names indicate the level.

Ex. : Japanese Language 1 (Vocabulary VIII) . . . Level VIII (8)

: Japanese Language 2 (Grammar VII) . . . Level VII (7)

(Lecture Courses in Japanese Studies and International Studies)

Please refer to the Course List in this guide.

You can find the Level in “Japanese Level” column.

- **You cannot register courses at different Japanese levels / classes within the same semester without permission.**



Q: I have been notified that my Japanese Level was “VIII” as the result of the test. I would like to register for “Grammar” and “Vocabulary” this semester, but I am not good at “Grammar”, so I would like to lower the level for grammar and register for Level VI at my own discretion. Would it be all right??

A: Be sure to register courses with the designated Japanese level. In addition, students are not allowed to register Japanese language courses at different levels in the same semester without permission. If you wish to register for more than one Japanese language course at different levels in the same semester, please be sure to attend counseling for course registration and consult the instructor. **In case you register the subject with a different level / class and fail to attend the counseling, your registration will be treated as registration error, which needs to be corrected during the designated period. If you fail to correct this error, the subject with registration error will be deleted.**

- **Please register Japanese language and culture subjects at the designated Japanese level determined by the result of the test for the academic year. You are not allowed to register for Japanese language courses at different levels in the same academic year without permission.** However, the level of the Japanese language subjects offered at the Imadegawa Campus (Levels I-III 101 class) will change within the same academic year.



Q:I have been notified that my Japanese Level was “VI” as the result of the test. So, I registered Japanese Language subjects at the designated level, VI, in the spring semester. However, I feel level VI is too easy, so I decided to register for the higher VII level courses in the fall semester. Would this be all right?

A:Be sure to register only for the VI level courses within the academic year. Students cannot register for different levels of Japanese language courses in the same academic year without permission. Students must register for courses at the designated level. **If there is a specific reason to register for a Japanese course in the fall semester that is at a different level from the spring semester, please be sure to consult at “Counseling for course registration” for the fall semester. If you register a subject(s) with a different level / class and fail to attend counseling, your registration will be treated as registration error and will require correction during the designated period. If you fail to correct the error, the subject with registration error will be deleted.**



Q:I have been notified that my Japanese Level was “VI”, but on the DUET registration screen, I see a lot of courses for other levels. Does this mean that I can register for courses at other levels?

A:NO. You must register for courses at the designated level determined by the result of the test. If the timetable of the designated Japanese subject overlaps with **your faculty /graduate school's compulsory subject**, or if you have any concerns regarding the course registration, **please be sure to consult at the “Counseling for course registration.”** If you register a subject at a different level and fail to attend counseling, **your registration will be treated as registration error**; this will require correction during the designated period. Failure to correct the error will result in deletion of the subject registration.