

An Outline of Academic Advising at TUJ

New Student Advising – to prepare you for your first semester

New Student Orientation Week Events:

Attend the Orientation
Take the placement tests
Attend the freshman/Core workshop (Freshman Only)
Attend advising sessions

After completing the steps listed above, self-registration access via OwlNet is given (however, non-mat students need to register with the Registration Advisor).

Optional individual advising is available for transfer students. Students with questions regarding the results of their transfer credit evaluation and students who are transferring more than 80 semester hours may sign up for individual advising.

Please contact Admissions <admissions@tuj.ac.jp> by email to confirm that your final transcript has been received.

Note: Make sure to submit your final transcript by the end of September for fall semester, January for spring semester, and June for summer semester.

- See an Academic Advisor in the AAC – individual appointments are available. This is strongly suggested if you have transfer credit or have completed 45 or more credits and have never received a summary sheet for your major.
- See your Major Advisor (individual appointments) during the designated Major Advising period. Once you are ready to declare a major, please see your major advisor to learn more about requirements, course content, upcoming courses, and post-graduation career options. However, questions other than those are best answered by an Academic Advisor, as your Academic Advisor reviews overall degree requirements (core, major, college).

Reminder: Please file a major declaration form (available in the AAC) prior to completing 50 credits.

Pre-Graduation Review: Confirm the remaining credits to graduate

When you have completed more than 80 credits and are intending to graduate within 2 semesters (45 credits if you are pursuing the AA degree), please make an appointment to see the AAC Academic Advisor before Priority Registration.

Graduation Review: Final check prior to your last semester

After you submit your graduation application by TUJ's deadline, an Academic Advisor will confirm that you have met all of the University's core, major and college requirements.