

東京医科歯科大学大学院医歯学総合研究科委員会博士（医学・歯学・学術・数理医科学）に係る学位論文審査及び試験内規

※The Japanese version is the authoritative version, and this English translation is intended for reference purposes only. Should any discrepancies or doubts arise between the two versions, the Japanese version will prevail.

Internal Rules Regarding the Examination of Theses and Regarding Exams in the Doctoral Program (Medicine, Dentistry, Science, Mathematical Medical Science) at Tokyo Medical and Dental University Graduate School of Medical and Dental Sciences

Established by the Dean of the Graduate School of Medical and Dental Sciences on April 1, 2004

Article 1 Aims

These internal rules set forth necessary matters pertaining to the examination of doctoral theses, and to exams for doctoral programs (in medicine, dentistry, science and mathematical medical science), at Tokyo Medical and Dental University (the “**University**”) Graduate School of Medical and Dental Sciences in accordance with Article 20 of the Tokyo Medical and Dental University Degree Rules (Rules No. 56 of 2004).

Article 2 Requirements for Submitting a Thesis

2.1 Persons must correspond to one of the descriptions in the following subparagraphs in order to be qualified to submit a thesis

- (1) A student enrolled at the University who has been enrolled in the doctoral program stipulated in Article 2-1(i) of the TMDU Graduate School Rules (the “**School Rules**”; No. ___ of 2004) for at least three years and acquired the requisite credits stipulated in Article 20-3 of the School Rules
- (2) A person who has fulfilled the research requirements in the table below whose character and judgment are beyond reproach.

Highest Academic Qualification		Years of Research or Equivalent			
Graduate of faculty of medicine, dentistry, veterinary medicine, or pharmacy (6 year course)	Basic	6 years undergraduate		5 years of research	
	Clinical	6 years undergraduate		6 years of research	
Completion of graduate school doctoral program in science		4 years undergraduate	2 year masters	3 year doctorate	2 years of research
Completion of graduate school masters' degree program in science		4 years undergraduate	2 year masters	5 years of research	

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Graduation from 4-year undergraduate course (or non-science graduate school course)	4 years undergraduate	8 years of research
Note: At least 2 years of research must have been performed while at the University, unless the applicant's highest academic qualification is graduation from a 4-year undergraduate course (or non-science graduate school course), in which case he or she needs to have performed at least 4 years of research under the professor of the University who recommended him or her.		

2.2 The activities listed in the following subparagraphs constitute research experience for the purposes of subparagraph (2) of the preceding paragraph:

- (1) Time engaged in research in the capacity of a full-time professor at a university;
- (2) Time spent in graduate school or in the faculty of the applicant's major (includes full-time research students and seminar students), if the applicant discontinued graduate school;
- (3) Time engaged in research in the capacity of a full-time professor in a research organization (other than a university) as stipulated in Article 2 of the Regulations on Scientific Research Grants (Ministry of Education, Science and Culture public notice No. 110 of March 30, 1965);
- (4) Time spent in any of the following institutions that is deemed by the University to be at least equal to the activities in the preceding subparagraphs:
 - a) Time employed as a doctor (or trainee doctor) or member of medical staff at a university hospital;
 - b) Time employed as a trainee doctor, member of medical staff, or general staff doctor at a hospital (other than a university hospital) that is a research organization as stipulated in Article 2 of the Regulations on Scientific Research Grants (Ministry of Education, Science and Culture public notice No. 110 of March 30, 1965);
 - c) Time spent as a contract researcher or visiting researcher at the University;
 - d) Time engaged in research in the capacity of a member of the University's medical technology staff;
 - e) Time spent in an overseas research organization.
- (5) Time otherwise judged to be at least equal to the activities set forth in the preceding subparagraphs by the Strategic Meeting on Education and the Research Council.

Article 3 Thesis

3.1 A thesis is defined to be an original academic article that includes an introduction, a subject/method, results, a discussion, an abstract/conclusion, and references, generally produced by a single author; it is provided, however, that a thesis can be co-authored if all the conditions set forth in the subparagraphs below are satisfied and the thesis is written in a English language.

東京医科歯科大学大学院医歯学総合研究科委員会博士（医学・歯学・学術・数理医科学）に係る学位論文審査及び試験内規

- (1) The applicant is the first author named;
 - (2) Documentation from the academic advisor or recommending professor (Form 9) attesting that the applicant has performed a significant role in the preparation of the thesis;
 - (3) Consent forms (Form 10) from all co-authors in which they give their consent to the paper being submitted as a thesis.
- 3.2 The thesis shall be submitted by way of submission to a refereed academic journal, generally one that is published in printed form; it is provided, however, that if any person satisfying the criteria in Article 2-1(i) who attaches a certificate of publication is able to provide a copy of the thesis as of the time he or she received this certificate, instead.
- 3.3 Notwithstanding the provisions of the preceding paragraph, students enrolled in the MD-PhD course may submit their dissertation in the form of a thesis written in English.

(Preliminary Examination)

Article 3-2

When submitting a thesis in accordance with the Article 3.3, the applicant must apply for a preliminary examination. The details of the Preliminary Examination shall be stipulated separately.

Article 4 Documents and Examination Fees to be Submitted with a Thesis

- 4.1 The documents listed in the subparagraphs below shall be attached to the thesis; it is provided, however, that other academic articles can also be attached as reference materials:
- (1) If the applicant is a student of the TMDU Graduate School (hereinafter refers to any person who satisfies the criteria in Article 2-1(i)):
 - a) application form (Form 1);
 - b) resume (Form 3);
 - c) thesis contents (Form 5);
 - d) thesis abstract (no more than 4,000 characters);
 - e) table completed by Board of Examiners candidates (Form 7)
 - (2) If the applicant is requesting a degree on the basis of submitting a thesis (hereinafter refers to any person who satisfies the criteria in Article 2-1(ii)):
 - a) application form (Form 2);
 - b) resume (Form 3);
 - c) graduation certificate;
 - d) certificate of research completed (Form 4) (If the applicant has completed a masters course or a doctoral course, documentary proof of that course can be used in place of a certificate of research completed, for the period in question.)
 - e) thesis contents (Form 5);
 - f) letter of recommendation from recommending professor (Form 6);
 - g) table completed by Board of Examiners candidate (Form 7)

東京医科歯科大学大学院医歯学総合研究科委員会博士（医学・歯学・学術・数理医科学）に係る学位論文審査及び試験内規

- 4.2 In addition to the documentation described in paragraph 1(ii), any applicant seeking a degree by way of thesis submission must pay an examination fee of ¥57,000 at the same time as submitting his or her thesis.

Article 5 Examination of Qualifications

- 5.1 Any person wishing to submit a thesis shall have the committee established by the Dental Graduate Course Steering Committee and the Medical Graduate Course Steering Committee that examines matters pertaining to degrees examine in advance, inter alia, his or her qualification to submit a degree thesis, and the form of the thesis.
- 5.2 In the case described in the preceding paragraph, any person claiming time spent engaged in research at a research organization other than TMDU (includes overseas organizations) or the time described in Article 2-2(iv)(c) or (d) as research experience shall also submit proof of enrolment during said time or a certificate of enrolment and a record of achievements (Form 8), etc., in addition to the documentation stipulated in paragraph 1(ii) of the preceding article.

Article 6 Order of Examination of Thesis

Theses shall be examined in the order they are received.

Article 7 Examination of Thesis

- 7.1 Decisions on the examination of theses submitted by doctoral students (medicine, dentistry, science and mathematical medical science) in the Graduate School of Medical and Dental Sciences shall be made on the basis of the results of the process conducted by the Dental Graduate Course Steering Committee and the Medical Graduate Course Steering Committee.
- 7.2 The respective graduate course steering committees shall examine the theses designated below:
- (1) Medical graduate course steering committee: doctorate (medicine), doctorate (science) and doctorate (mathematical medical science)
 - (2) Dental graduate course steering committee: doctorate (dentistry), doctorate (science) and doctorate (mathematical medical science)
- 7.3 When an applicant whose academic advisor is from a department under the jurisdiction of the Medical Graduate Course Steering Committee submits a degree thesis for a doctorate (dentistry), or an applicant whose academic advisor is from a department under the jurisdiction of the Dental Graduate Course Steering Committee submits a degree thesis for a doctorate (medicine), the steering committee with jurisdiction for the academic advisor's department shall deliberate on whether the content of the research is fitting for the specialization of the degree being applied for before requesting the graduate course steering committee examining the degree in question to perform examination.

東京医科歯科大学大学院医歯学総合研究科委員会博士（医学・歯学・学術・数理医科学）に係る学位論文審査及び試験内規

Article 8 Board of Examiners

- 8.1 The Board of Examiners shall be comprised of one chief examiner and two deputy examiners.
- 8.2 The chief examiner shall be selected from among the professors in TMDU's Graduate School of Medical and Dental Sciences; is provided, however, that the recommending professor, professors in the same department as the submitter of the thesis, and co-authors of the thesis cannot become chief examiner.
- 8.3 The deputy examiners shall be selected from among the professors, assistant professors, and full-time lecturers of the University and affiliated graduate schools in the field, and at least one shall be a professor of the University or an affiliated professor. It is provided, however, that the supervising professor, professors in the same department as the submitter of the degree thesis, and co-authors of the degree thesis cannot become deputy examiners.
- 8.4 At least one of the deputy examiners shall be a full-time lecturer at the University.
- 8.5 Up to two additional deputy examiners can be assigned in addition to those stipulated in paragraph 1, if necessary.
- 8.6 The Medical and Dental Graduate Course Steering Committees shall establish the Board of Examiners after deliberating on the candidates for the Board of Examiners selected by the committee that deliberates on specialist matters relating to degrees.
- 8.7 The Board of Examiners shall examine theses.
- 8.8 The examination referred to in the preceding paragraph shall take the form of a public seminar in which the thesis submitter and the Board of Examiners all gather at once.
- 8.9 If it deems necessary, the Board of Examiners is able to request the submission of translations, specimens, and the like, and is also able to call persons who are not board members to attend to undergo questioning.
- 8.10 In the case of doctorates (science) and doctorate (mathematical medical science), the Board of Examiners shall examine whether the research performed constitutes all-encompassing research at the level of a doctorate (medicine) or doctorate (dentistry) degree.

Article 9 Final Exam

- 9.1 Once the Board of Examiners has completed its examination of the thesis of a TMDU graduate school student, it shall conduct a final oral or written exam on related subjects, based on the thesis.
- 9.2 The dates, topics, and questions, and other aspects of the final exam shall be determined by the Board of Examiners.

Article 10 Exam and Exam Questions

- 10.1 Once the Board of Examiners has completed its examination of the thesis of an applicant for degree by thesis submission, it shall conduct a final oral or written exam on related subjects, based on the thesis, and shall also conduct oral or written questioning on the applicant's specialization to confirm that the applicant possesses at least equal academic ability as someone who has completed a TMDU graduate school

東京医科歯科大学大学院医歯学総合研究科委員会博士（医学・歯学・学術・数理医科学）に係る学位論文審査及び試験内規

course. The questioning will include foreign language questions, unless the graduate course committee judges that special circumstances warrant otherwise.

10.2 The schedule, topics, and questions, etc., of the exam and the schedule and other aspects of the questioning shall be determined by the Board of Examiners.

Article 11 Report of the Board of Examiners

11.1 Within one year of its establishment, the Board of Examiners shall conduct its examination of the degree thesis and the final exam/exam and questioning and submit its examination report to the Dean of the graduate course.

11.2 The documentation listed in the following subparagraphs shall be attached to the examination report:

- (i) abstract of thesis (no more than 4,000 characters)
- (ii) summary of examination of thesis (no more than 2,000 characters)
- (iii) summary of results of the final exam or final exam and questioning

11.3 A summary of the methods and conclusions of the final exam shall be included in the summary of the results of the final exam described in subparagraph (iii) of the preceding paragraph, and a summary of the methods and outcomes of the exam and questioning described in said subparagraph shall be included in the summary of the outcomes of the exam and questioning.

Article 12 Deliberation by Course Steering Committee

12.1 After receiving the examination report pursuant to the preceding article, the Dean of the graduate course shall convene a meeting of the graduate course steering committee that deliberates the degree in question to deliberate whether or not a degree can be awarded.

12.2 The Dean of the graduate course shall distribute the documentation set forth in the following subparagraphs to the members of the school steering committee that deliberates the degree in question at least seven days in advance.

- (1) a summary of the thesis
- (2) a summary of the examination of the degree thesis (bearing the names of the person in charge)
- (3) a summary of the outcome of the final exam or the exam and questioning (bearing the names of the person in charge)
- (4) Resume
- (5) Thesis contents
- (6) The thesis

12.3 The deliberation in paragraph 1 requires the attendance of two thirds of the members of the graduate course steering committee (excluding members who are overseas or on a leave of absence).

12.4 A resolution to confer a degree requires a vote in favor by at least two thirds of the committee members in attendance, cast by secret ballot.

東京医科歯科大学大学院医歯学総合研究科委員会博士（医学・歯学・学術・数理医科学）に係る学位論文審査及び試験内規

12.5 Examination by the graduate course steering committee shall generally be performed on the basis of the thesis submitted under Article 3-2; it is provided, however, that provided a certificate of publication and a declaration (Form 11) have been submitted, examination may also be performed on the basis of published dissertation.

Article 13 Completion of Three Year Course

The handling of cases described in the proviso to Article 20-3 of the School Rules shall be set forth separately.

Article 14 Appropriate Measures

In cases where these internal rules cannot be applied to the examination of a thesis or to exams related thereto, appropriate measures shall be taken, subject to the meeting of the graduate course steering committee.

Supplementary Rule

1. These internal rules will take effect on April 1, 2004.
2. The provisions of Article 2-2, as amended, shall apply from April 1, 2005; until that time, the previous provisions shall prevail.

Supplementary Rule (enacted on September 19, 2007)

These internal rules will take effect on September 19, 2007

Supplementary Rule (enacted on April 20, 2011)

These internal rules will take effect on April 20, 2011 and apply from April 1, 2011.

Supplementary Rule (enacted on March 30, 2012)

These internal rules will take effect on April 1, 2012.

Supplementary Rule (enacted on January 16, 2014)

These internal rules will take effect on April 1, 2014.

Notwithstanding this amendment, persons who were already enrolled in the University graduate school on March 31, 2014 shall be governed by the previous rules.

Supplementary Rule (enacted on September 17, 2014)

These internal rules shall take effect on October 30, 2014.

Supplementary Rule (enacted on September 2, 2015)

These internal rules shall take effect on September 2, 2015.

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歯学・学術・数理医科学）に係る学位論文審査及び試験内規**

Supplementary Rule (enacted on September 26, 2016)

These internal rules shall take effect on October 1, 2016.

Supplementary Rule (enacted on September 19, 2018)

These internal rules will take effect on September 19, 2018 and apply from April 1, 2018.

Supplementary Rule (enacted on July 17, 2019)

These internal rules shall take effect on September 1, 2019.

Supplementary Rule (enacted on September 30, 2021)

These internal rules will take effect on September 30, 2021 and apply from April 1, 2021.

※Please check the Japanese version of the Regulations for the Enclosure.