

AY2024 Master's Thesis/Research Project Submission
Master's Program in Intercultural Communication,
Graduate School of Intercultural Communication

Submission time and date (period)			Submit to
Spring semester submission	2024/06/25	9:00 ~	"Canvas LMS"
	2024/06/27	to 15:00	
Fall semester submission	2025/01/14	9:00 ~	"Canvas LMS"
	2025/01/15	to 15:00	

*Submissions will not be accepted after 15:00 on the final day.

*Registration forms will not be accepted for any reason after the submission period above.

Precautions

1 Number of copies submitted

1 copy

2 Submission method

Please combine the thesis data into one PDF file and submit to "Canvas LMS".

* Please note that the university will not be responsible for any damage to data.

* Please read ["Web submission of Master's thesis/Research project"](#)

* In principle, revisions to the master's thesis/research project once submitted are not allowed. However, if you are asked by your supervisor to make technical corrections that do not affect the content of your thesis, you must submit the corrected thesis/research project and errata to your supervisor. Details will be provided by the Graduate School. Technical corrections cannot be made at the discretion of the submitter.

3 Format

- (1) Structure in the following order: Inside cover, Japanese abstract/ English abstract, table of contents, text, reference list, and appendix (if any).
- (2) Clearly state “AY2024 Master’s Thesis/Report,” the title of the thesis, the graduate school and program, student ID number, and name on the cover.
- (3) Clearly state “AY2024 Master’s Thesis/Report,” the title of the thesis, academic advisor, the graduate school and program, student ID number, and name on the inside cover.

Cover sample

202 *年度修士論文/報告書

< --- 論文題目 --- >

立教大学大学院異文化コミュニケーション研究科
異文化コミュニケーション専攻博士課程前期課程

学生番号 < 学生番号 >
< 学生氏名 >

Inside cover sample

202 *年度修士論文/報告書

< --- 論文題目 --- >
< Title of Thesis/Report >

指導教員 < 指導教員名 >

立教大学大学院異文化コミュニケーション研究科
異文化コミュニケーション専攻博士課程前期課程

学生番号 < 学生番号 >
< 学生氏名 >

Spine sample

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Cover sample

Rikkyo University

< Title of Thesis/Report >

Student Number < Student No. >
< Student Name >

A Thesis
Submitted in Partial Fulfillment of the Requirements for
the Degree of Master of Arts
in Intercultural Communication

202X
Graduate School of Intercultural Communication

Inside cover sample

Rikkyo University

< Title of Thesis/Report >
< --- 論文題目 --- >

Student Number < Student No. >
< Student Name >

Professor < Supervisor's Name >

A Thesis
Submitted in Partial Fulfillment of the Requirements for
the Degree of Master of Arts
in Intercultural Communication

202X
Graduate School of Intercultural Communication

Spine sample

202X Master's Thesis/Report < student name >

*All students who have been approved for completion as a result of the degree review must submit one copy in the following format.

The date, time and place of submission will be announced separately.

- (1) The copies shall be printed single-sided and bind each copy on the left edge.
- (2) Each copy should be perfect-bound and wrapped around with colored woodfree paper (thick type).
- (3) Structure in the following order: Inside cover, Japanese abstract/ English abstract, table of contents, text, reference list, and appendix (if any).
- (4) Clearly state “AY2024 Master’s Thesis/Report,” the title of the thesis, the graduate school and program, student ID number, and name on the cover.
- (5) Clearly state “AY2024 Master’s Thesis/Report,” the title of the thesis, academic advisor, the graduate school and program, student ID number, and name on the inside cover.
- (6) Clearly state “AY2024 Master’s Thesis/Report” and name on the spine.

4 Other formats (research project)

A work produced for a research project shall be submitted in the following method. Please note that the university will not be responsible for any damage to data.

- (1) Combine the data into one ZIP file and submit to “Canvas LMS”.

5 Other formats

(Language used, character or word count, size, printing, etc.)

- (1) The language used must be Japanese or English.
- (2) Japanese should be about 40,000 characters, and English should be about 16,000 words. If the thesis is written in Japanese, an abstract in Japanese (2,000 characters or less) should be attached; if the thesis is written in English, an abstract in English (800 words or less) should be attached.
- (3) It should be written horizontally in A4 size using a word processor (not handwritten).

Margins: 30 mm above, 20 mm below, 35 mm left, and 25 mm right

Note: the large left margin is large for binding.

Japanese: 40 characters × 30 lines per page

English: 27 lines per page

- (4) In principle, the font size should be between 10.5 and 12 pts.

*You may be instructed to print the paper at the discretion of the review faculty member.

*Follow the instructions of your academic advisors for other details.

6 Review fee

(1) For students enrolled at the Graduate School for 3 or more years (5 or more semesters) and submitting a master's thesis/research project, please refer to Article 2.2 of "立教大学大学院学位論文審査手数料規則".

7 Review and final exam

(1) In principle, three faculty members in addition to the master's thesis lead academic advisor and sub-academic advisor will participate in the review and final exam for those who have submitted a master's thesis/research project.

(2) Master's thesis/research project review and final exam (oral exam)

Spring semester submission: Mid-July 2024

*Details will be announced in mid-June 2024 on the Graduate School of Intercultural Communication bulletin board.

Fall semester submission: Late January 2025 to early February

*Details will be announced in mid-January 2025 on the Graduate School of Intercultural Communication bulletin board.

(3) Master's thesis/research project review guidelines

Master's thesis/research project that is finally submitted, after submission of the master's thesis/research project title form, an interim report, preliminary submission, and preliminary review, a thesis or research project that is of sufficient quality and quantity to confer the degree may pass the review and final exam. The items to be reviewed are as follows.

Master's thesis

1. The research theme is clear and original.
2. The content and methods of the research are appropriate.
3. The paper must be properly organized and the thesis must be clear.
4. Information from other sources is clearly and correctly cited.
5. Ethical issues have been addressed throughout the course of the research.

Research project

1. The theme of the research project is clearly related to the fields of research this graduate school focuses on.
2. The student adequately understands the background and current status of the theme.
3. The methods of the research project are appropriate.
4. The results submitted are effective in developing and improving the student's chosen field of research.
5. Ethical issues have been addressed throughout the course of the research project.

Academic Affairs Office, Ikebukuro Campus