

Administrative Notice  
February 2025

Graduate School of Informatics  
Osaka Metropolitan University  
Master's and Doctoral Program Students

Academic Affairs Office,  
Graduate School of Informatics

## **Notice of New Student Orientation and Supervisor Assignment**

Congratulations on your admission.

The Graduate School of Informatics will hold an orientation for new students as outlined below. Please make sure to contact the relevant department if you are unable to attend due to unavoidable circumstances.

Details:

■ Date and Time:

April 4, 2025 (Friday)

9:15 AM - Registration

9:30 AM - Orientation begins

(Please refer to the attached orientation schedule.)

■ Location:

Osaka Metropolitan University, Nakamozu Campus, B1 Building, 2nd Floor, East Large Lecture Room, etc.

(Nakamozu Campus Address: 1-1 Gakuen-cho, Naka-ku, Sakai City, Osaka)

■ Important Notes:

\*On the day of the event, you will receive various documents, including the Graduate School Handbook. There will also be a departmental orientation, so please make sure to attend. Information regarding the assignment of supervisors and lab placements will be provided during the departmental orientation.

\*Please read the attached document, "Regarding Participation in the New Student Orientation," carefully before attending the orientation.

[Contact]  
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## 2025 Academic Year Graduate School of Informatics New Student Orientation Schedule

●**Date & Time:** April 4, 2025 (Friday)

Starts at 9:30 AM (Registration: 9:15 AM onwards)

●**Location:** Osaka Metropolitan University, Nakamozu Campus, B1 Building, 2nd Floor, East Large Lecture Room

(Registration: Seat assignments will be provided, and documents for the day will be distributed at the designated seats.)

●**Schedule** \*9:15 AM: Registration begins

Time	Activity	Person in Charge	Location
9:30 AM	New Student Assembly		East Large Lecture Room (B1 Building)
9:30–9:35 AM	Distribution of documents	Chair of Academic Affairs, Graduate School	
9:35–9:40 AM	Orientation Guidelines	Chair of Academic Affairs, Graduate School	
9:40–9:45 AM	Welcome Address by the Dean	Dean of the Graduate School	
9:45–10:10 AM	Student Life and Learning	Chair of Academic Affairs, Graduate School	
10:10–10:30 AM	Course Registration	Academic Affairs Office	
10:30–10:40 AM	International Exchange & Study Abroad	Vice Dean of the Graduate School	
10:40–10:50 AM	Q&A Session	Everyone	
10:50 AM–	Move to Departmental Orientation Rooms & Break		
11:00 AM–	Department-Specific Curriculum Orientation & Schedule Overview	Faculty Member of the Core Informatics Program, Academic Affairs Committee	East Large Lecture Room (B1 Building)
		Faculty Member of the Interdisciplinary Informatics Program, Academic Affairs Committee	Room 3, B1 Building
11:30 AM (Estimated)	Dismissal		

The curriculum orientation will be conducted in person. If you have any symptoms suggesting a contagious disease such as COVID-19 or other "school-preventable infectious diseases," please refrain from attending and contact the following Inquiry Contact in advance or on the day of the event.

For more information regarding how the university handles cases of infectious diseases (such as seasonal influenza, COVID-19, etc.), please refer to the university website at:

Home > Education & Student Life > Classes & Course Registration > Academic Calendar & Class Information.

[Contact]

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■Osaka Metropolitan University Website  
[Academic Calendar & Class Information]



## Regarding Participation in the New Student Orientation

In preparation for the New Student Orientation, please review the following required orientation videos and related procedures for the use of information services and complete any necessary preparations.

### ■Required Orientation Videos and documents:

Prior to attending the curriculum orientation, important information related to your student life and necessary for your future studies will be made available on the university's website "New Student Navi (学生 Navi)." These videos and documents should be viewed and reviewed by the specified date.

Video/document	Viewing Deadline
Curriculum Orientation by Graduate School	By April 4th (New Student Orientation)
Course Registration (Guide for course registration, timetable, etc.) *Note: Access to the course registration guide requires obtaining an OMUID and completing two-factor authentication.	
Academic System Information (Student Portal UNIPA, link to external syllabus, manuals)	
Class support system (Moodle) *Note: Access to manuals requires obtaining an OMUID and completing two-factor authentication.	
Faculty Orientation (For those interested)	
Announcement of classes and events by the Advanced Talent Development Center (For those interested)	
Educational Support System Tira-Misu (Portfolio)	By April 8th (Start of Classes)
Library Information	

### ■Procedures Related to the Use of Information Services:

Before the start of the curriculum orientation on April 4th, please complete the following tasks:	<input type="checkbox"/> Confirm your student ID number. <input type="checkbox"/> Complete the necessary steps to start using the university's information services. <input type="checkbox"/> Confirm how to receive OMU emails.
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oTo access various university systems for student life, course registration, and online classes, completing the information services setup is required.

Detailed instructions will be available on the Information Infrastructure Center website around

March 10th, so please make sure to check it. Complete the setup before the curriculum orientation on April 4th.

○The information services setup will be available from the following dates:

- If you completed the enrollment procedure by February 28th: Starting March 25th.
- Otherwise: Starting March 30th.

\*If you cannot complete the setup after consulting the manual or FAQ, please visit the support desk listed on the "If You Have Trouble" page of the Information Infrastructure Center website. When you visit, please bring the following items:

- Your smartphone (or laptop).
- Personal email address (an email address that can be accessed from your smartphone/laptop, such as Gmail or carrier-specific email).
- Pre-install the "Google Authenticator" app (or "Google Authentication System") on your smartphone.

\*For Internal Advancement Students:

- If you are advancing within the same public university (e.g., from master's to doctoral programs), you do not need to complete the information services setup. Your OMUID and OMU email address will remain the same after your advancement.
- After your advancement, please check your new student ID number from April onward via the "UNIPA My Page > Academic Information Inquiry" section.
- However, if you are advancing from Osaka Prefecture University or Osaka City University to the Graduate School of Informatics at Osaka Metropolitan University, your OMUID will change after advancement, and you will need to complete the information services setup.

#### ■Important Notes:

○Missing the curriculum orientation may hinder important course registration procedures, so be sure to attend. If you cannot attend, please contact the designated contact point in advance or on the day of the event.

○The curriculum orientation will be conducted in person. If you have symptoms suggesting a communicable disease (e.g., COVID-19), please refrain from attending and contact the designated contact point in advance or on the day of the event. For handling communicable diseases at the university (e.g., seasonal influenza, COVID-19), please refer to the university website under "Home > Education & Student Life > Classes & Enrollment > Academic Calendar & Class-Related Matters."



#### ■Contact:

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