

【To All Students, Parents and Guardians】

Classes for the Second Semester of 2020 Academic Year

September 7, 2020

The classes for the second semester will be basically conducted as Online Classes (lectured courses, on demand type mainly) and some for Face-to face Classes. Please read through this and attached documents carefully and be ready for the starting of the second semester.

1. Regarding the Classes for the Second Semester of 2020 Academic Year

We conducted all the classes for the first semester remotely and limited to enter the campus very strictly. It was such a difficult time for highly motivated students since they could not only be taken away from lectures, experiments, and practical training, but also talking with faculty and friends, extra-curricular activities, and learning from the local and professional people. The spread of the COVID-19 infection forced the world and us to face an unprecedented situation, such as closing all campuses, full remoted classes, and also the question, what is it to study at a university? We, faculty and staff of the Tokyo University of Agriculture (Tokyo NODAI), had again deeply thought about the meaning of practical learning, Tokyo NODAI principle. For those students, who had studied hard for the first semester in the circumstance of difficulties, discontentment, and fears for the future, we pay our most respect to you.

We should not feel safe in this COVID-19 spreading situation yet, but at least we have come to learn some specific measures to prevent the infection. Therefore, based on those measures, Tokyo NODAI has decided partly to open the campus and to conduct some Face-to-face Classes to respond for the learning and researching enthusiasm of students and faculty, and to pursue our practical learning.

To start reopening campuses to students, we will take sufficient measures against the COVID-19 on each campus. There are some restrictions and rules such as wearing a mask, sanitizing hands, seating at designated spots, refraining from talking during eating. Those rules make our campus life far from its ordinary style.

However, this is the only first step to offer our students a higher quality education while maintaining their safety and health. If there are some students who cannot take Face-to-face Classes for any reason, we arrange it not to be their disadvantage by responding to each case.

We also request all students to follow the guidelines attached to prevent the infections. To protect yourself, your friends, your family, our campus, and the society, please continue to live responsibly.

Keiko Natsuaki
Vice president for the Academic Affairs
Tokyo University of Agriculture

2. How to Conduct the Classes

- Lecture-based classes will be Online Classes (on-demand type).
- For first-year undergraduate students, some of the lectures will be Face-to-face Classes.
- Some of the experiments, practical training, and comprehensive exercise courses will be Face-to-face Classes combined with Online Classes.

3. Face-to-face Classes/ Online Classes

Face-to-face Classes (combined with Online Classes)

- Some of the experiment, practical training, and comprehensive exercise courses for undergraduate students
- Some of the lectures for the first-year undergraduate students (some faculty will have Face-to-face Classes for the second-year undergraduate students too)
- Some of the intensive classes (including supplementary tuition for the first semester), Basic Information Technology, Curator and Librarian Training Course, and Teacher Training Course

*Each department/ faculty conducts Face-to-face Classes once or twice a week.

* The courses conducted as Face-to-face Classes will be announced on the Student Portal Website.

Online Classes

- Those not included in the Face-to-face Classes above.

4. Changes of the timetable

- The timetable has been changed due to the starting of Face-to-face Classes. Please check the latest timetable on the Student Portal Website.
- Please check the latest syllabi for the Second Semester as well since they have been changed due to the conduct of Online Classes.

5. Schedule of the Second Semester

Please check the attached “Academic Calendar of the Second Semester”

*When any change occurs to the schedule due to the situation of COVID-19, the university will announce it on the Student Portal Website.

6. Precautions to Attend the Face-to-face Classes

*Please carefully read thoroughly the attached “Student Life from the Second Semester” and follow the guidance below.

- Keep wearing a mask a face shield on campus.
- Sanitize your hands frequently.
- Have a seat by yourself at one desk (It depends on the capacity of the classroom.)
- Each seat is numbered. Follow the guidance of each campus on how to be seated.
- Ventilate rooms frequently.
- A lecture lasts 80 minutes (usually 90 minutes), the left 10 minutes will be for air ventilation. Online

Classes and assignments will cover the shortage of lecture time.

- Follow the guidance of the instructor when you attend the experiments, practical training, and field trips.
- Follow the guidance of faculty and staff on campus to prevent the infection.
- Refrain from gathering and eating together with others, both on and off-campus.

*If you attend a Face-to-face lectured course either as an auditor from other departments or faculties, a re-taker of the course, or an upper-grade student, you will attend it online to avoid "Three Cs" (closed spaces, crowded places, and close-contact settings).

7. Online Classes

The basic procedure of Online Classes will be the same as the first semester. Changes will be announced on the Student Portal Website.

Cautions for Online Classes (on-demand type)

The merit of the Online Classes is that you can study at your convenience and watch the class repeatedly for your study and research. Although, whether you can study regularly and constantly depends on yourself. For the second semester, you might have some Face-to-face Classes adding to Online Classes. Therefore, please keep the followings in your mind to be compatible with both classes.

- 1) Submit the attendance for each Online Class as guided by the instructor
- 2) Participate in the Online Classes autonomously
- 3) Keep your constant study for Online Classes as you do for the Face-to-face Classes.

Cautions for Online Classes materials

All materials made by instructors are only for the use of Tokyo NODAI students. It is prohibited to pass them to others, share them on SNS, or upload on the web. Please do not make these illegal acts of infringement on the right of publicity or material copyright.

8. If you cannot attend Face-to-face Classes

- The university takes all measures to prevent the infection. However, if you cannot take Face-to-face Classes for any reason, we arrange it not to be your disadvantage by responding to each case, such as distributing Online Classes (Live-Streamed/ Pre-recorded) or course materials.
- Notification method of not attending Face-to-face Classes will be announced on the Student Portal Website.

9. Use of the university facilities

You can use university facilities and classrooms for downloading class materials and viewing Online Classes. Each campus will announce it on the Student Portal Website.

10. Registering courses

- You can add, remove, or change the registered courses for the second semester.
- The precautions of registration will be announced on the Student Portal Website.

*Please be careful not to miss the course registration period.

11. Others

- How to purchase textbooks

Each campus will announce it on the Student Portal Website.

- Contacts

<https://www.nodai.ac.jp/contact/>

*When you e-mail to each contact, please use your NODAI mail account (StudentID@nodai.ac.jp), and do not forget to write your name, Student ID No., your department, and your grade (year).