

Request to submit a Pledge for security export control through the University's self-learning software, manaba.

From the perspective of controlling to prevent leakage of sensitive technology in the University, the Office of Conflict of Interest and Security Export Control follows the recommendation of the Ministry of Economy, Trade and Industry to obtain written pledges of compliance with the Foreign Exchange and Foreign Trade Act at each stage of admission, completion, etc. of graduate students and others.

Therefore, please follow the steps below to submit a pledge.

Target	Graduate student (including withdrawal), Research Student, Exchange student and Exchange Research student ※At the time of admission and completion	
Course/Code#	Pledge (enrollment)/22169	Pledge (graduation)/22170
Reference	https://coi-sec.tsukuba.ac.jp/2022-1006/	



1 Access the University's e-learning system "manaba".

<https://manaba.tsukuba.ac.jp/>
Enter your UTID-13 (the 13 digit barcode number on the back of your Student ID card) or UTID-NAME("s" and the last 7 digits of your student ID number, eg.202239876→s2239876) and password to login.



Go to Manaba

2 If you log in successfully, "My Page" is displayed.

Click "Search and register for courses" in the "About Self Registration" section on the right side of My Page.
Enter the Course code (22169) or (22170)
Click "Search"
Click "Pledge (*)", "Course Registration" is displayed.
Click "Register".

Search for Courses

Please specify the course you wish to join. Only the courses allow self registration.
Records per page 10

When multiple search conditions are specified, courses that match all

Course Code

Course title

Teacher

Search

3 Click "My page"

After you have completed your course registration, "Pledge (*)" will appear on your My Page.

Course Registration

You are about to complete self registration to the course(s) below. Please confirm the course information displayed is correct before clicking the Register button. After the self registration period, courses that you do not finalize registration for via the Stu add/drop deadline.

Course Code	Course
xx22170	Pledge (graduation)

Register

4 Click "Pledge (*)"

Click "Surveys"
Choose a Pledge either in English or in Japanese.
Submit one of them. (One is enough)

My Page Courses

xx22170 Pledge (graduation)

Tests Surveys (2) Assignments Projects Grades

Surveys

Title	Status
[AY2022] Pledge (graduation or leaving)	In progress Not submitted
[AY2022] 誓約書 (修了等)	In progress Not submitted

Caution !

After submission, do not click "Drop this course"
If you delete the course from your course registration list after completing the course, it will no longer be reflected in your course data.

My Page Courses

xx22170 Pledge (graduation)

Tests Surveys (2) Assignments Projects

The self registration period is currently in effect. After the self registration period, the registration for via the Student Information System.

Drop this course

Don't press

Contact: Office of Conflict of Interest and Security Export Control
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