

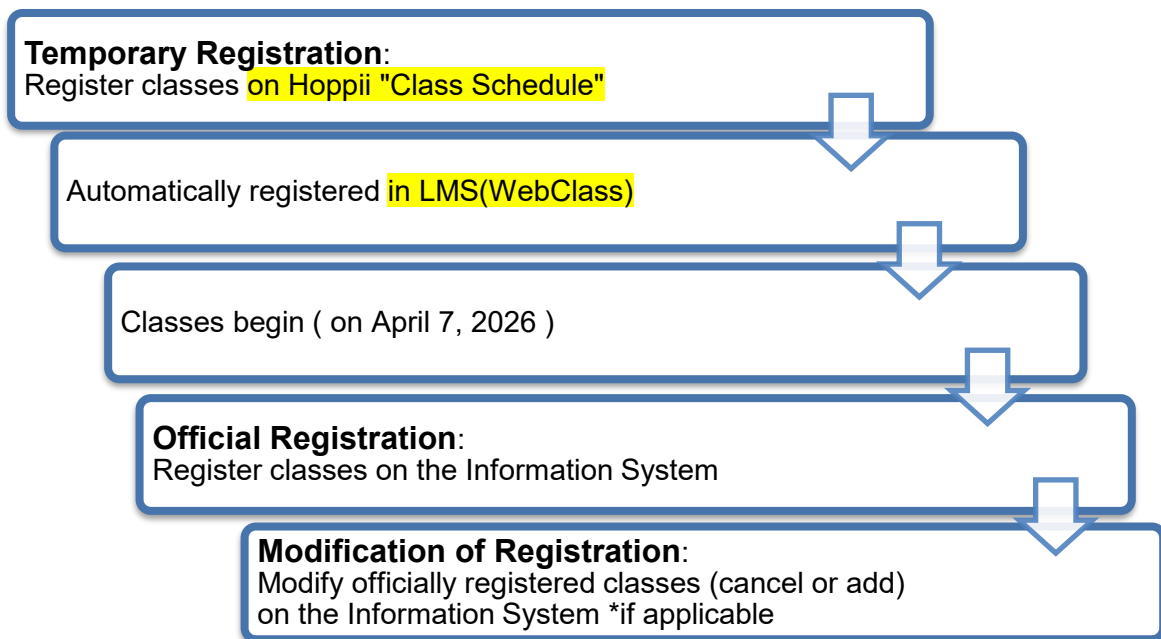
Web Class Registration Guide

<Ichigaya Campus>

2026 Academic Year / Spring

< How to Complete Class Registration >

First, check the “WEB Syllabus”.



< Schedule >

No.	To Do	Period	System to Use
1	Temporary Registration	Up to the day before each class starts* <small>* 2 days prior to the start of classes for Liberal Arts Courses</small>	Hoppii “Class Schedule” ↓ Automatically registered in “LMS(WebClass)”
2	Official Registration	April 15 (Wed) ~ April 20 (Mon)	Information System
3	Modification of Registration	May 7 (Thu) ~ May 8 (Fri)	Information System

There are two steps to register your classes; **Temporary Registration** on Hoppii “Class Schedule” and **Official Registration** on the Information System.

Your class registration is not completed until you finish the Official Registration.

< What to Prepare and Check BEFORE class registration >

- Student Handbook
- Web Syllabus
- Account ID/Password
- Grade Notification (except freshmen)

1. Temporary Registration

Period	Up to the day before each class starts* * 2 days prior to the start of classes for Liberal Arts Courses
System to Use	Hoppii “Class Schedule”
Site URL	https://hoppii2025.hosei.ac.jp/

During the Temporary Registration, register classes on Hoppii “Class Schedule” as follows:

1. Log in Hoppii

Access the above URL:

◆To enter Hoppii, you are asked to enter your user ID and password

ようこそ、LMS2025ポータルへ。

携帯サイトはこちら

ようこそ、法政ポータル (Hoppii) へ。
学習支援システムもこちらからご利用ください。

① LOGIN

② ユーザID (USER ID)
パスワード (Password)

ログイン(Login)

このログイン画面は2017年8月7日に画面を変更しました。
ブラウザのCookieを有効にしてください。
Cookieの具体的な設定方法は、こちらを御覧ください。
※ログイン後、ブラウザを終了すると、再ログインが必要となりますのでご注意ください。
金学ネットワークシステムのご利用で不具合が起きたら、こちら「ユーザー支援Webサイト」へ。
URL: <http://netsys.hosei.ac.jp/>
パスワードをお忘れの場合はこちら「ユーザー支援WebサイトFAQ、Q&A」を御覧ください。
http://netsys.hosei.ac.jp/faq/faq_Change_PW.html

- ① Click “LOGIN” button.
- ② Enter “USER ID” and “Password”.

◆ To switch the language Japanese to English on Hoppii

The screenshot shows the '個人設定' (Personal Settings) page. At the top, a navigation bar contains 'ホームトップ' (Home Top), '個人設定' (Personal Settings), 'Web掲示板' (Web Bulletin Board), 'メッセージ' (Message), 'スケジュール' (Schedule), '時間表 (登録済はこちら)' (Timetable (Registered Here)), '学習支援システム(WebClass)' (Learning Support System (WebClass)), and 'マニュアル' (Manual). The '個人設定' button is circled in red and labeled with a circled '1'. Below the navigation bar, the page title is '個人設定' and a note says '* 印は必須項目です'. The form includes fields for '氏名 (カナ)', '学生証番号', and '所属情報'. A section for 'メール転送設定' (Email Forwarding Settings) contains a note and a 'Web掲示板' button. Below this, there are checkboxes for 'Web掲示板', 'メッセージ', and 'スケジュール (休講・補講など)'. The '言語設定' (Language Settings) section has a dropdown menu currently set to '日本語', which is circled in red and labeled with a circled '2'. Below it, the 'デザインの選択' (Design Selection) section shows four design thumbnails, each with a 'プレビュー' (Preview) button. The first 'プレビュー' button is circled in red and labeled with a circled '3'. At the bottom of the form, there are 'キャンセル' (Cancel) and '設定保存' (Save Settings) buttons, with the latter circled in red and labeled with a circled '4'. A 'このページのトップ' (Top of this page) link is in the bottom right corner.

- ① Click “個人設定” button.
- ② Click and choose “言語設定” (“日本語”→“英語”)
- ③ Choose one of the designs. (デザインの選択)
- ④ Click “設定保存” button.

2. Complete Temporary Registration

The Temporary Registration is important. Once classes are temporarily registered on Hoppii, they will **automatically** be registered in the LMS(WebClass) as well. Class reference materials and announcements will be uploaded to the LMS(WebClass). This may include information about capacity limits and the holding of a lottery after attendance at the first class etc..

◆To register classes temporarily

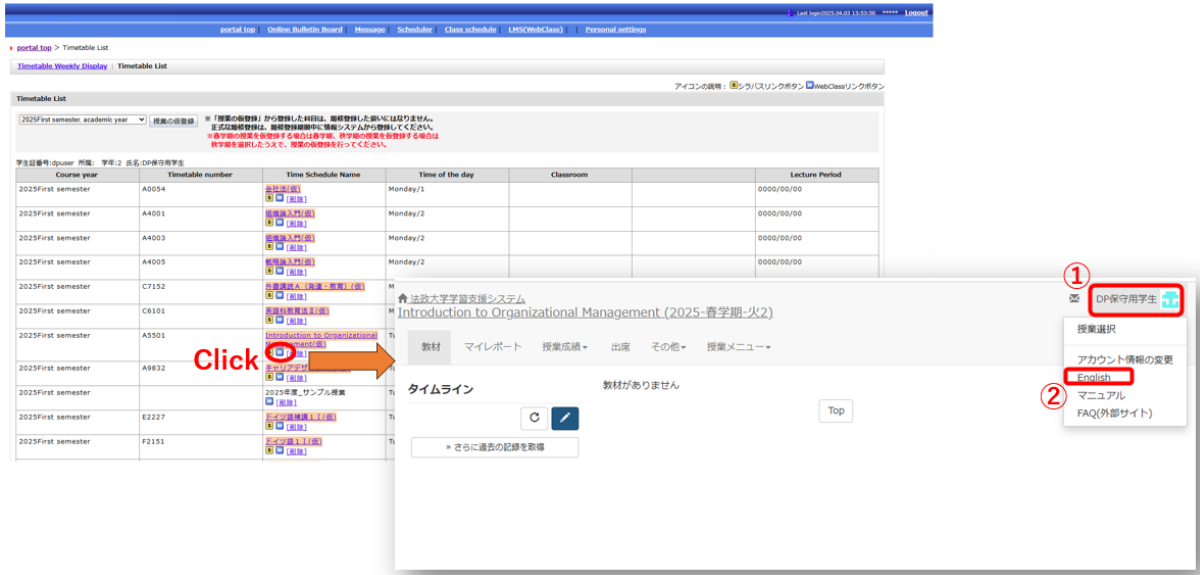
The screenshot shows the Hoppii portal interface. At the top, the navigation bar includes 'portal_top', 'Online Bulletin Board', 'Message', 'Schedules', 'Class schedule', 'LMS(WebClass)', and 'Personal settings'. The 'Class schedule' link is highlighted with a red box and a circled '1'. Below, the 'Timetable List' section shows a table with columns: Course year, Timetable number, Time Schedule Name, Time of the day, Classroom, and Lecture Period. A red box and circled '2' highlight the '授業の仮登録' (Temporary registration) link. Below the table, two pop-up windows are shown. The first window shows a form with a text input field containing 'A5501' (circled '3') and a '授業表示' (Display class) button (circled '4'). The second window shows the class details: 'Introduction to Organizational Management' by '戒谷 祥' (circled '5'), with a '登録する' (Register) button (circled '6').

Course year	Timetable number	Time Schedule Name	Time of the day	Classroom	Lecture Period
2025First semester	A0054	会社法(仮)	Monday/1		0000/00/00
2025First semester	A4001	組織論入門(仮)	Monday/2		0000/00/00
2025First semester	A4003	組織論入門(仮)	Monday/2		0000/00/00

- ① Click "Class schedule".
- ② Click "授業の仮登録". (Temporary registration)
- ③ Enter a Class Code in the space of "授業コード".
- ④ Click "授業表示".
- ⑤ The class will be displayed.
- ⑥ Click the "登録する" button. (Register temporarily)

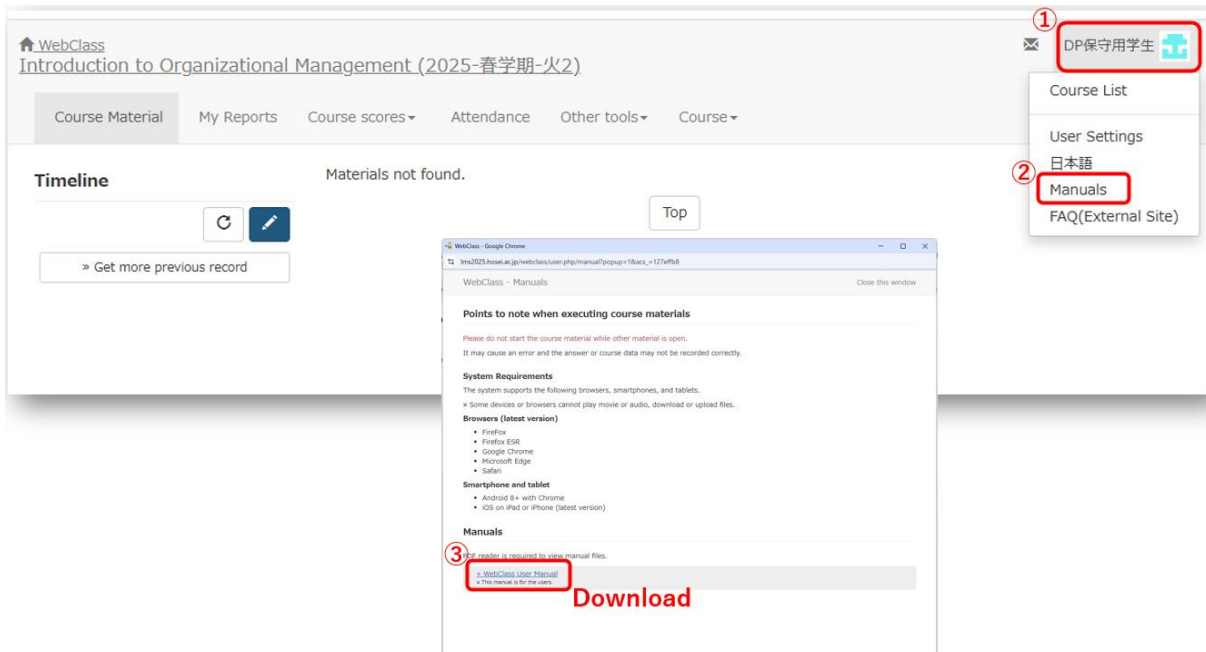
◆To check the reference materials and announcements for classes for which you have temporarily registered, click **W** button of each class to move to LMS(Webclass).

◆To switch the language Japanese to English on LMS(WebClass)



- ① Click your account name.
- ② Choose “English”.

◆To view the manual files of LMS(Webclass)



- ① Click your account name.
- ② Choose “Manuals”.
- ③ Download “WebClass User Manual”.

2. Official Registration

Period	11:00 A.M. on Wednesday, April 15, 2026 ~ 11:59 P.M. on Monday, April 20, 2026 <ul style="list-style-type: none"> - Not available between 8:00 A.M. and 11:00 A.M due to system maintenance. - Print out or save “<u>Course Enrollment Notification</u>” PDF for the confirmation. - When an error occurs during the registration procedure, make sure to correct it or contact the office WELL BEFORE the end of the registration period. - Official Registration entries on the Information System will be linked to the LMS(WebClass) every morning during the Official Registration period. There may be time delays.
System to Use	Information System
Site URL	https://www.as.hosei.ac.jp/kyomu/index.jsp

1. Access “Information System” (above URL) and log in.

法政大学
HOSEI University

IT Solution for Campus

ユーザーIDとパスワードを入力し、[ログイン]ボタンをクリックしてください。
Input your USER ID and Password, then click the login[ログイン] button.

ユーザーID / USER ID *半角英数字で入力

パスワード / Password *半角英数字で入力

ログイン リセット

→ユーザーID、パスワードを忘れた方 / If you do not have your ID, Password

※ご注意
セキュリティの関係上、30分以上操作されない場合は、自動的にログアウトいたしますのでご注意ください。 / If you do not operate more than 30 minutes, the computer will be logged out for security reasons.
サービス内容(時間割)・履修登録・休講情報等)に関するお問合せは所属学部・研究科窓口までご連絡ください。 / Please contact the office for more information regarding Course Timetable, Registration, Class Cancellation.

The assigned USER ID and Password are required to login to “Information System”.

2. Click "Registration Application" to register the classes.

法政大学
HOSEI University

法政大学情報ポータル

メインメニュー

- 授業時間割・試験照会
- 休講 状況照会
- 補講 状況照会
- 抽選授業履修申請
- **履修申請**
- 履修取消
- 成績通知書印刷
- キャリア就職
- 奨学金申請

お知らせ

1 / 1ページ | ページ 1 | GO | 表示件数 20

項番	区分	種別	件名
1	学部	【重要】/Important	【ILAC科目・市...
2	学部	【連絡】/News	◎ボランティアセ...
3	学部	【連絡】/News	◎ボランティアセ...
4	全体		「経団連グロー...

リンク

Click "履修申請" (Registration Application)

3. Choose the classes to attend.

法政大学
HOSEI University

履修申請 / Registration Application 申請状況画面 / Application Status Screen

申請 / Register

Webシラバス
Web Syllabus

学生情報 / Student Information

学生証番号 / Student ID	9929999	学生氏名 / Student Name	法政学生 (Hosei gakusei)
学生区分 / Student Category	学部生	所属区分 / Affiliation Category	第一部
学部・研究科 / Faculty / Graduate School	法学部 / Law	学科・専攻 / Department / Major	法律学科 / Law
住所・電話番号(固定)(携帯) / Address / Phone Number	〒189-0014 東京都東京都千代田区富士見2-17-1法政マンション121号		

履修オプション情報 / Class Option Information

外国語 英語

2016年度 / Year 春学期 / Spring Semester 履修申請状況 / Application for Registration (前回履修申請の結果「連続見込 / Anticipated completion」となりました。判定日時 / Decision Date and Time: 2017年01月25日 16時39分23秒 / January 25, 2017 16:59:25)

破線付きテキストにカーソルを合わせると、全文を確認できます。 / If you move the cursor over the text with the dashed line, you can see the full text.
 !にカーソルを合わせると、履修エラー内容を確認できます。 / If you move the cursor over the "!", you can confirm the details of the error.

科目の操作 / Class Operation

アイコンの種類 / Icon Classification

科目の履修状態 / Class Registration Statuses

申請科目 / Applied Classes

履修科目 / Registered Classes

履修済科目 / Completed Classes

原控科目 / Registered Classes

時期 / Period	期 / Term	月 / Monday	火 / Tuesday	水 / Wednesday	木 / Thursday	金 / Friday	土 / Saturday
1時限 / Period	通年 / Year Round	+	+	+	+	+	+
	春学期 / Spring Semester						
	春学期前半 / First Half of Spring Semester						
	春学期後半 / Second Half of Spring Semester						
	秋学期 / Fall Semester						
	秋学期前半 / First Half of Fall Semester						
	秋学期後半 / Second Half of Fall Semester						

Click "Add Class" Click "Delete Class"

Click "Applied Classes" to make changes.
You can make changes by the end of the official registration period.

Check the day and period of the class which you want to register and click +. Available classes will be listed.

法政大学
Hosei University

ログイン日時: 2017年01月31日 14時57分39秒 法政学生(学生) ログアウト / Log out

履修申請 / Registration Application 配当科目選択画面 / Course Selection Screen (ARD010PCT02) ヘルプ/Help

申請状況画面 / Application Status Screen 配当科目選択画面 / Course Selection Screen

学生情報 / Student Information

学生証番号 / Student ID: 9929999 学生氏名 / Student Name: 法政学生 (Hosei gakusei)

学生区分 / Student Category: 第一部 学生状態 / Student Status: 通常 / Normal クラス / Group: A

学部・研究科 / Faculty: 法学部 / Law 専攻 / Major: 法律学科 / Law コース / Sub-Field: SSIコース / Sports Science Institute

住所・電話番号(固定・携帯) / Address / Phone Number: 〒189-0014 東京都東京都千代田区富士見2-17-1 法政マンション121号 (03-9999-9999) (03-9999-9999)

※住所、電話番号に変更があれば速やかに大学で変更手続きを行ってください。
※Please contact the office immediately in the case of a change in address or phone number

配当科目 / Classes

2016年度 / Year 秋学期 / Fall Semester 日次選択 / Men. List screen に選択できる授業 / Selectable Course in

1 / 1 ページ ページ 1 GO 表示件数 50 GO

項番 / No.	開講期 / Term	授業コード / Class Code	科目名称 / Class Title	担任グループ名称 / Required Class Group	教員氏名 / Instructor Name	キャンパス / Campus	単位数 / Credit(s)	授業分類 / Class Classification	授業管理部署 / Administrative Department	コマ数 隔週 / Every Other Week
1	秋学期授 all	P2226	法学Ⅱ	基礎科目2群	法政 職員 Hosei syokuin	市ヶ谷 Ichigaya	2.0	市ヶ谷	LA	
2	秋学期授 all	A0618	北アメリカの政治と社会	自由科目(他学科科目)	法政 職員 Hosei syokuin	市ヶ谷 Ichigaya	4.0	市ヶ谷	一法国	
3	秋学期授 all	A0298	財政学Ⅱ	自由科目(他学科科目)	法政 職員 Hosei syokuin	市ヶ谷 Ichigaya	2.0	市ヶ谷	一法政	
4	秋学期授 all	F9104	Elementary Health and Physical Education	自由科目(公開科目)	法政 職員 Hosei syokuin	市ヶ谷 Ichigaya	2.0	市ヶ谷	LA	

選択 / Select 戻る / Back

印刷 / Print メインメニューへ戻る / Main Menu

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Displayed Results

Please select a class which you want to register and click "Select."

The classes which you have registered are shown on Application Status Screen.

Please click " + " and do the same to register other classes.

Note:

- Please check the class code, instructor's name, day of week and period carefully.
- There may be some classes with the same title.
- The class title could be omitted.

4. Click "Register" to complete the Official Registration after all desired classes are chosen.

通年 / Year Round	春学期 / Spring Semester	春学期前半 / First Half of Spring Semester	春学期後半 / Second Half of Spring Semester	秋学期 / Fall Semester	秋学期前半 / First Half of Fall Semester	秋学期後半 / Second Half of Fall Semester

集中・その他 Intensive / Other

項番 / No.	機能 / Function	期 / Term	科目名称 / Class Title	担当教員 / Instructor	キャンパス / Campus	単位 / Credit(s)	集中講義期間 / Intensive Class Period	エラー / Error

Webシラバス Web Syllabus

履修登録科目確認通知書 / Course Enrollment Notification

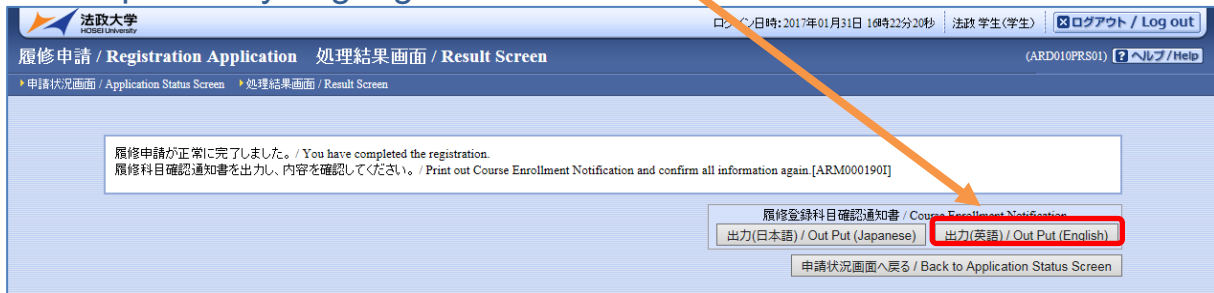
出力(日本語) / Out Put (Japanese) 出力(英語) / Out Put (English)

印刷 / Print メインメニューへ戻る / Main Menu

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Note: It is possible to change the registered classes within the modification period. After changing classes, do not forget to click "Register." See "Modification of Registration" for details.

5. Click “Out Put” to print out the “Course Enrollment Notification” and keep it until you get grade.



Please make sure that:

- The classes shown on the form are the ones you registered;
- No errors have occurred.

After officially registering on the Information System, registered classes will be linked to the LMS(WebClass).



You need to click “申請 / Register” button to complete the class registration procedure.

Printing out your “Course Enrollment Notification” is important. If there are any questions about class registration, consult with the GBP Office of Academic Affairs **WELL BEFORE** the end of the official registration period.

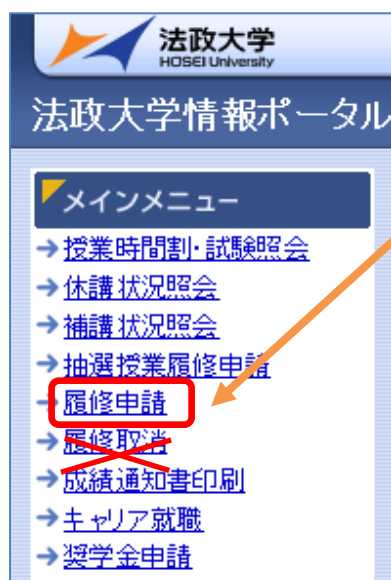
Your Class Registration is completed!

3. Modification of Registration

Students can modify class registration during the modification period in each semester.

Period	11:00 A.M. on Thursday, May 7, 2026 ~ 11:59 P.M. on Friday, May 8, 2026 <ul style="list-style-type: none">- Not available between 8:00 A.M. and 11:00 A.M. due to system maintenance.- Need to modify on the Information System. Modified information on the Information System will be linked to the LMS(WebClass) once a week. There may be time delays. It is recommended to register the same classes on the LMS(Webclass) as well.
System to Use	Information System
Site URL	https://www.as.hosei.ac.jp/kyomu/index.jsp

During the modification period, you can change your class registration in the same way of the official registration.



Click “履修申請” (Registration Application),

NOT “履修取消” (Registration Cancellation).

Note: You cannot change your class registration (cancel or add classes) for any reasons after the modification period.

< Contact for Hosei University Web Registration >

SCOPE Office, 1st Floor, Ouchiyama Bldg., Ichigaya Campus

Email: jkankyo@hosei.ac.jp