

# **How to withdraw an application**

# BEFORE YOU READ THIS GUIDELINE...

## NOTE:

**You can only withdraw your application during the application period.** If you would like to withdraw your proposal after the application period, please contact the Joint Research Section.

On the last page, you will find our contact information.

The screenshot shows a user interface with a green header bar containing navigation links: 'Change Password', 'My Profile', 'Contact Us', and 'Single Sign-on Setting'. On the right side of the header, it displays 'Timeout Count: 03:56' and 'Login User: [user icon]'. The main content area is titled 'My Page' and is divided into three sections:

- 新規申請 / New applications:** A table with columns: 年度 (Year), 分類 (Classification), 代表者 (Leader), タイトル (Title), 役割 (Role), 状態 (Status), and 最終更新日 (Update). Three rows of data are shown for the year 2021. The first row has 'edit', 'submitted', and 'withdraw' buttons. The second row has 'edit', 'submitted', and 'withdraw' buttons. The third row has 'edit', 'submit', and 'withdraw' buttons. A red box highlights the 'edit', 'submitted', and 'withdraw' buttons of the first row.
- 採択済課題 / Approved applications:** A table with columns: 年度 (Year), 分類 (Classification), 代表者 (Leader), タイトル (Title), 役割 (Role), 追加 / 出張申請 (Additional/Travel), 報告書 (Report), and 継続申請 (Continue). This section is currently empty.
- 昨年度採択済課題 / Completed applications last year:** A table with columns: 年度 (Year), 分類 (Classification), 代表者 (Leader), タイトル (Title), 役割 (Role), 報告書 (Report), and 継続申請 (Continue). One row is shown for the year 2020 with 'upload' and 'continue' buttons.

At the bottom left of the 'New applications' section, there is a 'Start:' label and a 'new application' button.

Once the application period is over, **edit** / **submit** / **withdraw** buttons will not be clickable, and you will not be able to edit, submit, or withdraw your application.

# Withdrawing an application form

The screenshot shows the 'My Page' interface with a green navigation bar at the top containing links for 'Change Password', 'My Profile', 'Contact Us', and 'Single Sign-on Setting'. A 'Timeout Count: 03:56' and 'Login User:' are also visible. The main content area is titled 'My Page' and features three sections:

- 新規申請/New applications:** A table with columns for Year, Classification, Leader, Title, Role, Status, and Last Update. It lists three 2021 applications, each with 'edit', 'submitted', and 'withdraw' buttons. The 'withdraw' button for the third application is highlighted with a red box.
- Start:** A button labeled 'new application'.
- 採択済課題/Approved applications:** A table with columns for Year, Classification, Leader, Title, Role, Additional/Travel, Report, and Continue.
- 昨年度採択済課題/Completed applications last year:** A table with columns for Year, Classification, Leader, Title, Role, Report, and Continue, showing one 2020 application with 'upload' and 'continue' buttons.

After logging in to NOUS, go to My Page, select the proposal from "新規申請/New applications", and click **withdraw** to withdraw on the right.

**!** If you are unable to click on **withdraw** please contact the Joint Research Section, as you are unable to withdraw your application by yourself. Our contact information can be found on the last page.

Change Password My Profile Contact Us Single Sign-on Setting Timeout Count: 03:56 Login User: [User Icon]

### My Page

新規申請/New applications:

年度 Year	分類 Classification	代表者 Leader	タイトル Title	役割 Role	状態 Status	最終更新日 Update
2021	採択済課題	[User Icon]	[Title]	代表者	edit submitted withdraw	申請書: 2021-05-20 09:26
2021	採択済課題	[User Icon]	[Title]	代表者	edit submitted withdraw	申請書: 2021-05-20 10:10

Start: [new application](#)

採択済課題/Approved applications:

年度 Year	分類 Classification	代表者 Leader	タイトル Title	役割 Role	追加/出張申請 Additional/Travel	報告書 Report	継続申請 Continue
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昨年度採択済課題/Completed applications last year:

年度 Year	分類 Classification	代表者 Leader	タイトル Title	役割 Role	報告書 Report	継続申請 Continue
2020	[Classification]	[User Icon]	[Title]	代表者	upload	continue

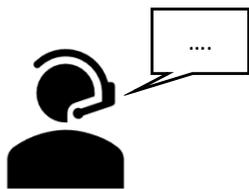
The withdrawn application form will be removed from the from "新規申請 /New applications".



**If you have mistakenly withdrawn your application form, please contact the Joint Research Section, as you will not be able to restore it yourself.**

The process of withdrawing an application form is completed.

# Inquiry



If you have any questions about NOUS, please do not hesitate to contact to us.

## Address

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