How to submit your annual report via NOUS
Please log into NOUS and go to your My Page.

Please log into NOUS from here. (https://nous.nins.jp/user/signin)

The guideline in English to log into NOUS is given below. (https://www.nibb.ac.jp/collabo/invite/nous.html)
There are four contents in My Page:
• New applications
• Approved applications
• Completed applications last year
• Expired applications

“New Applications”: list of the applications not being reviewed

“Approved applications”: list of the approved Collaborative Research Projects for Fiscal Year 2020 and 2021

“Completed applications last year”: list of the completed Collaborative Research Projects for Fiscal Year 2019 and 2020

“Expired applications”: list of the past projects and all of the rejected applications
Your Collaborative Research Projects conducted in Fiscal Year 2021 will be listed in [Completed applications last year].
Please click [OK] to confirm.
Click the Browse ([ファイルを選択] in Japanese) button below and select your report*.

*Please note:
• make sure the file is word.
• name the file your Project number. (The Project number is listed in the notification of examination results.)
Click the [Send] button.

*You can upload the file as many times as you like until the due date.
Please click [OK] for confirmation.
Check that the date of submission is visible and the report’s STATUS has changed to “Uploaded”
A confirmation email will be sent to you once the submission has been completed*.
You can download all available reports by clicking the [Upload] button.

The process of submitting your annual report via NOUS is completed.
If you have any questions about NOUS, please do not hesitate to contact us.

Address
Joint Research Section, International Relations and Research Cooperation Division, Okazaki Administration Center, National Institutes of National Sciences (NINS)
38 Nishigonaka Myodaiji, Okazaki, Aichi, 444-8585

TEL  0564-55-7133
MAIL r7133@orion.ac.jp