

How to apply for X-ray Safety Education Course

The X-ray Safety Education Course will be conducted via e-learning using **TACT**. Please review the following instructions carefully before applying.

【Application and Enrollment Procedure】

1. Download the application form from the website and fill in the required information. Please ensure that you provide your Staff ID or Student ID, as it is necessary for enrollment of registration and identity verification.
2. Obtain the necessary approval. The application requires the signature and seal of your Laboratory Supervisor (Representative).
3. Submit via email. After filling out and stamping the form, convert it to a PDF or JPEG file and attach it to an email.

Important: You must use your THERS Mail address. All communications from the Center, including TACT instructions, will be sent to this address.

〔Email Application Example〕

To: kanric@t.mail.nagoya-u.ac.jp
Subject: X-ray Safety Education Course Application
Body: I am applying for the X-ray safety education course as per the attached document.
Affiliation:
Position:
Name:

Attachment: X-ray Safety Education Course Application Form

4. **Confirmation:** Implementation guidelines will be sent via email within 3 days of application (excluding weekends/holidays). If you do not receive it after 4 days, contact the office immediately.

《Notes and Precautions》

- **Individual Application:** Applications must be made by the individual; bulk or proxy applications are not accepted.
- **Eligibility:** Limited to university members (those with an account who can use TACT). If you cannot use TACT, please contact us.
- **Spam Prevention:** Emails from non-THERS Mail address or without subjects may be treated as spam. Please clearly state that it is the X-ray safety education course application.

Contact for Inquiries

Radiation Safety Office, Radioisotope Research Center (Higashiyama)

Email: kanric@t.mail.nagoya-u.ac.jp

(Note: Inquiries regarding pass/fail status cannot be answered.)

《Reference 1: Education Content》

- This education is conducted via **e-learning (TACT)**. The "X-ray Safety Education Course" will only be accessible during the implementation period.
- Log in to TACT during the period, watch the lectures, and take the exam. You will complete the course once you achieve a score of **100%**. If you do not pass, retake the exam until you do.

[Content, Video File Names, Duration, and Exam]

	Subject	Video file & Duration		Exam
1	Safe Handling of X-ray Equipment	1-SafeHandling.mp4	1h	<ul style="list-style-type: none"> • Comprehension Check • Keyword check
2	Effects on the human body	2-Bioeffect.mp4	0.5h	
3	Laws and Ordinances Concerning X-ray Protection	3-Law.mp4	1h	
Total			2.5h	

- Exam time is not included in the lecture duration. Content will not be available after the period ends, so please finish early.
- The course is available at night, but inquiries will be answered the following morning or later.

《Reference 2: After Completion》

- Completion certificates will be sent via internal campus mail within a few weeks.
- After completion, you must register as an X-ray worker through your department's procedures.
 - Procedures vary by department; please consult your departmental contact.
 - Also, in the case that you need to register before the certificate is issued, please consult your departmental contact.