

# **MCRP Work flow from application to start of utilization**

**December 15, 2025**

Work performed by the project leader

Works performed by all the project members

# From proposal submission to approval

(2-1)

Call for MCRP proposals  
(Late December)

Proposal must be submitted online through the  
indico system.

(2-2)

## ◆ Work performed by the project leader

1. Obtain an account for the MCRP Application System (Indico) ※1,2
2. For those who wish to use Pegasus/Sirius, obtain the UTID-13 ※3
3. Submit a project application on Indico
4. Register yourself as a project member via Member Registration on Indico
5. Notify the project members of the application ID (registration number) and email
6. Confirm the registration status of all project members

※1 Each person may have only one Indico account. Do not obtain more than one. It remains valid in subsequent years, so if you have obtained one in the past, use that account.

※2 Being able to receive email is an absolute requirement for the application. If the email address associated with your account becomes invalid, update it from “My profile”.

※3 Each person may have only one UTID-13. Do not obtain more than one. It is not required if you will only use Miyabi system. It remains valid in subsequent years, so if you have obtained one in the past, use that ID. For application procedures, refer to “Procedures After Approval” under the Interdisciplinary Joint Use section on the Center’s website. Members of the University of Tsukuba must use the UTID-13 for University of Tsukuba members.

(2-3)

## ◆ Works performed by the project members

1. Register as a project member from the Member registration on Indico. ※4

※4 An Indico account and login are not required. You will need the application ID (registration number) of the participating project and the project representative’s email address.

(2-4)

Notification of (dis)approval  
(Late March)

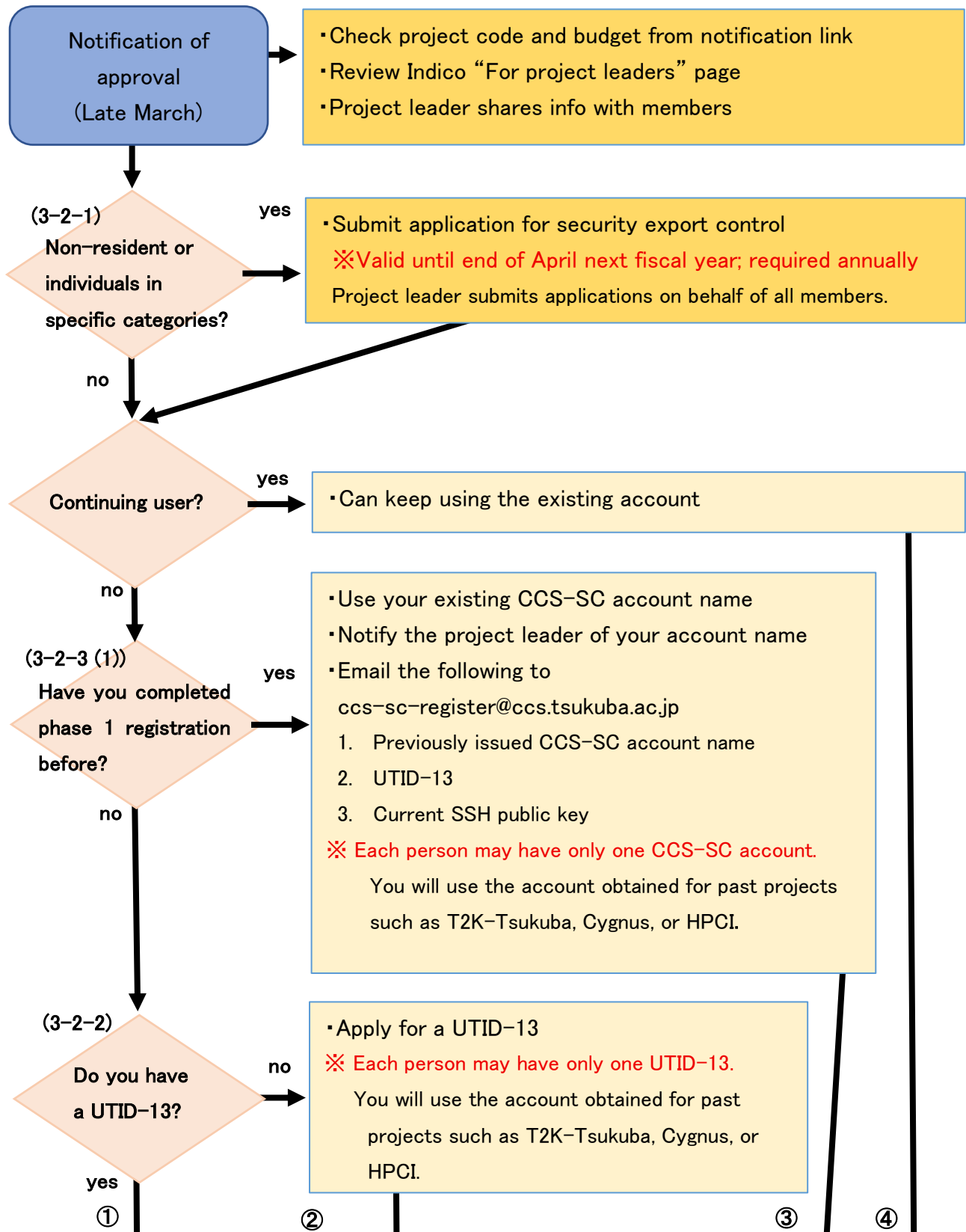
- Check the result of the review, the project code, budget, and other details using the link provided in the notification.
- If accepted, follow the instructions on the “For project leaders” page in Indico and complete the necessary procedures for account registration. ※5
- Share this information with your project members as well.

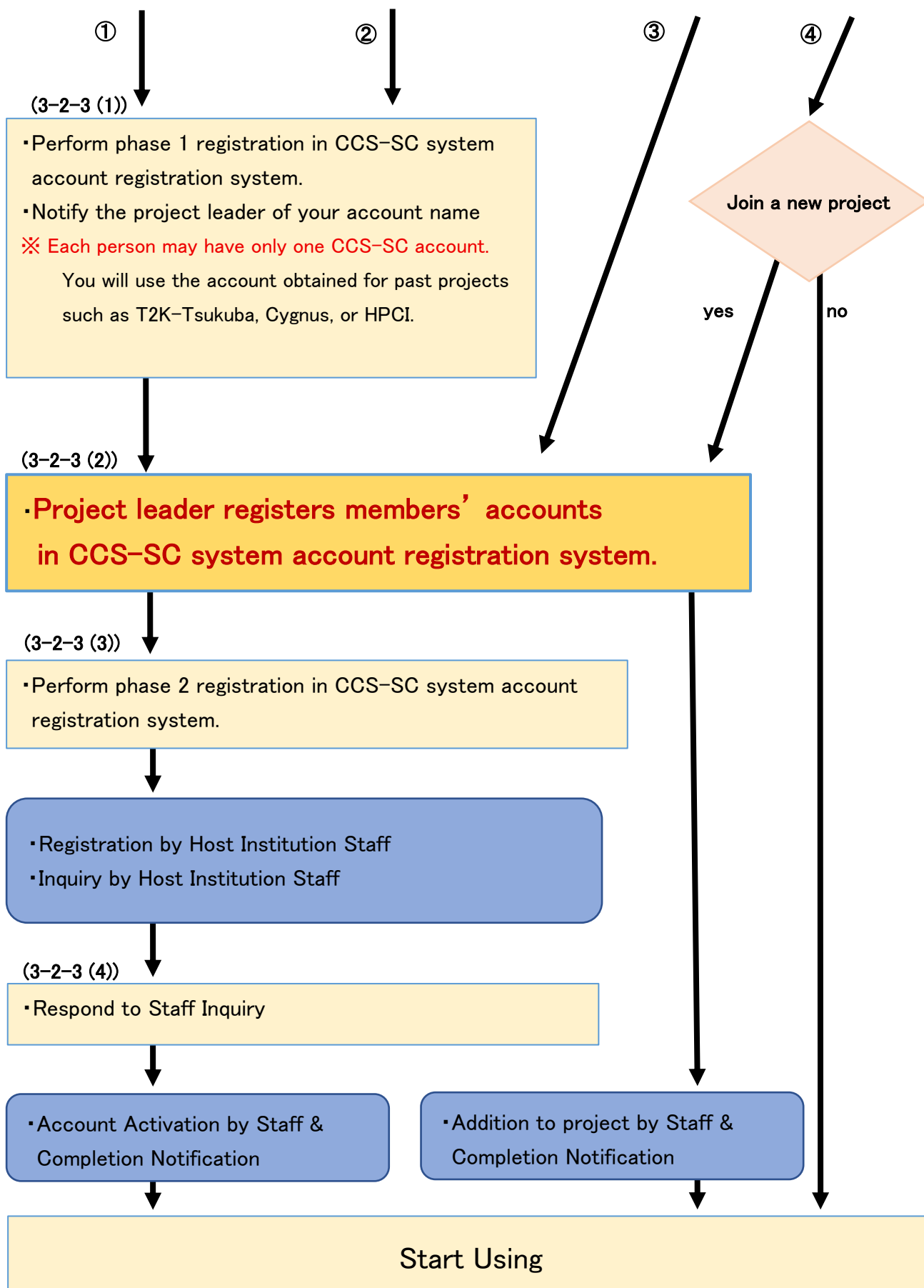
※5 Accounts are not issued automatically in principle.

(3-2)

## Process for Registering a CCS-SC System Account

(Pegasus System、Sirius System)

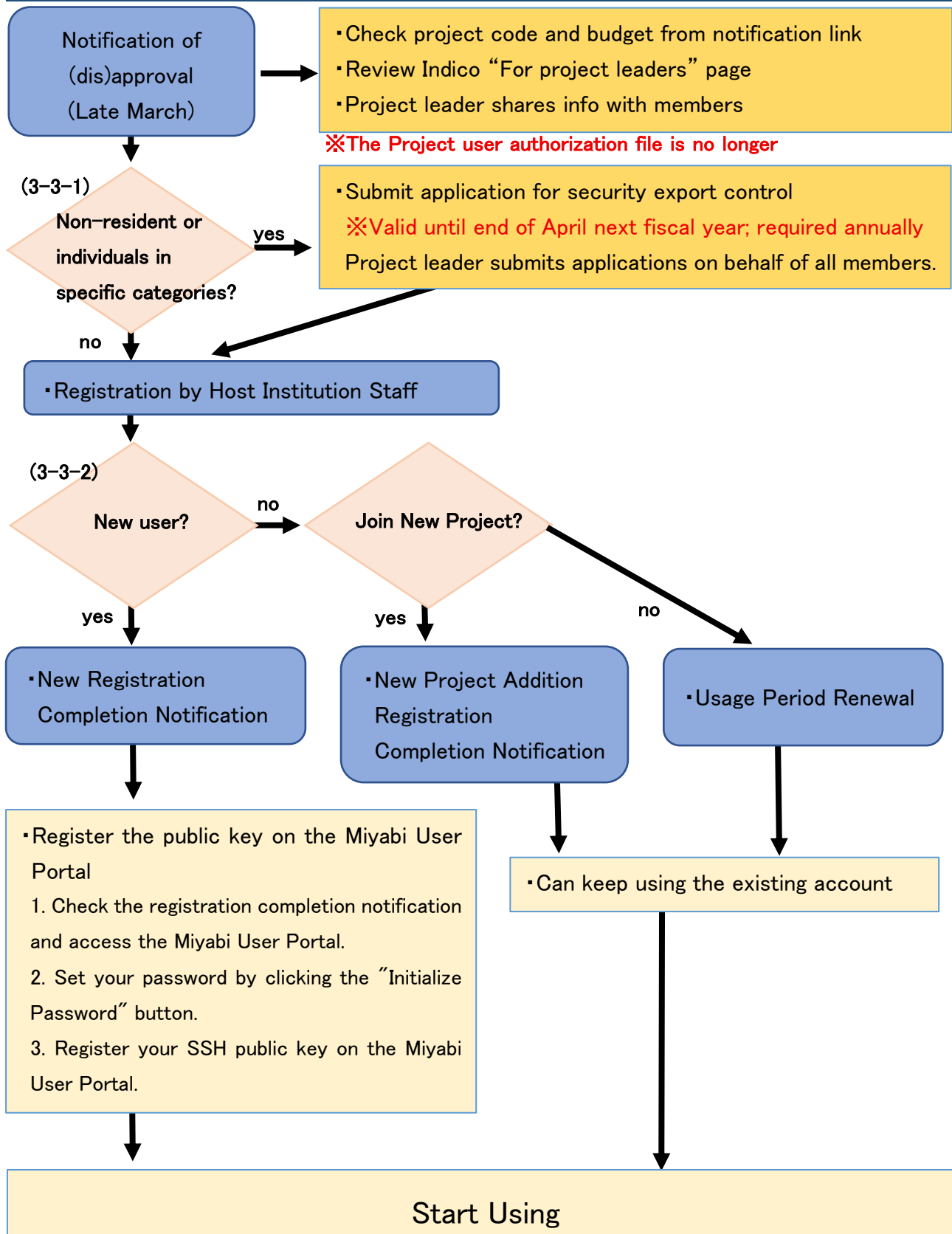




(3-3)

## Process for Registering an Account in the JCAHPC system

(Miyabi-G System、Miyabi-C System)



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# 1. Introduction

This document explains the process from the start of the call for proposals through acceptance, as well as the procedures from receiving the acceptance notice to completing account registration for each target system and being able to start using the resources.

For information on available resources and eligibility requirements, refer to the Call for Proposals.

For instructions on how to submit an application using the application system, consult the Application Procedure Manual.

After acceptance, information on how to log in to the system, configure two-factor authentication, submit jobs, and other usage procedures can be found in each system's User Guide and related documentation.

## 2. From proposal submission to approval

### 2-1. Call for MCRP proposals

The call for proposals for the Multidisciplinary Cooperative Research Program (MCRP) usually begins in late December each year. Applications are accepted online through the MCRP Application System (indico).

### 2-2. Actions by the Project Leader

1. Obtain an account for the MCRP Application System (Indico)

**Each person may have only one Indico account.** Do not obtain more than one. The account remains valid in subsequent years. If you have already obtained an account in the past, use that account.

**Being able to receive email is an absolute requirement for the application.** If the email address associated with your account becomes invalid, update it from “My profile”.

2. For those who wish to use Pegasus/Sirius, obtain the UTID-13

If you only wish to use the Miyabi system, this is not required.

**Each person may have only one UTID-13.** Do not obtain more than one. The account remains valid in subsequent years. If you have already obtained an account in the past, use that account.

For application procedures, refer to “Procedures After Approval” under the Interdisciplinary Joint Use section on our Center’s website. Members of the University of Tsukuba must use the UTID-13 for University of Tsukuba members.

3. Submit a project application on Indico

Refer to the “User Guide” on Indico when submitting your application.

4. Register yourself as a project member via Member Registration on Indico

The project representative must also be registered as a member through “Member registration.”

5. Notify the project members of the application ID (registration number) and your email

It will be required when project members complete their Member registration.

6. Check the membership registration status of all project members.

### 2-3. Actions by the Project Member



1. Register as a project member from the Member registration on Indico.

An Indico account and login are not required. You will need the application ID (registration number) of the participating project and the project representative's email address.

Confirm the application ID and email address with the project representative.

## 2-4. Review and Selection Notification

The call for proposals usually closes in late January. After that, reviews and budget allocations are conducted from February to mid-March, and selection notifications are sent out in late March. Wait for the results.

Use the link in the notification to check whether your proposal was accepted, as well as the assigned project code, budget, and other details.

Note that in the University of Tsukuba system, **supercomputer accounts are not issued automatically** in principle. You will need to follow several procedures as instructed. (Continuing users can generally keep using their existing accounts, except in special cases such as non-resident users.)

### 3. Process Until the Start of Use

#### 3-1. Overview

Once you have confirmed your acceptance in the selection notification sent in late March, check the “For project leaders” page in the application system. PDF instruction files describing the procedures required to issue accounts for each system—both the University of Tsukuba’s own system and the Joint Center for Advanced High Performance Computing (JCAHPC) system operated jointly with the University of Tokyo—are posted under their respective system names. The project representative should share the contents of these instructions with all project members. You may proceed according to each PDF as soon as you receive the acceptance notification.

Note that the procedures for issuing accounts for the University of Tsukuba’s Center for Computational Sciences (CCS) systems and for the JCAHPC systems differ. Account registrations for each system will progress separately in different threads.

- For the CCS–SC System at the University of Tsukuba

Account creation begins when project members (including the project representative) register the required information through the web form. (This registration is not required for continuing users whose group has not changed.) To register the required information via the web form, it is also necessary to obtain a UTID-13 in advance.

- For the Joint Center for Advanced HPC (JCAHPC) system

Account names are assigned mechanically and cannot be chosen by the user. For continuing users, the accounts from the previous year are carried over.

If you are only using this system, obtaining a UTID-13 is not required.

- For Non-Residents or Those Falling under Specific Categories

Regardless of which system is used, non-residents or users who fall under specific categories are required to complete the Application for Security Export Control. **The validity of the security export control procedures lasts until the end of April of the following fiscal year, so the procedures must be completed every year.**

## 3-2. For the CCS-SC System at the University of Tsukuba

This fiscal year, the Pegasus system and the Sirius system are included.

Supercomputers operated by the Center for Computational Sciences are collectively referred to as the CCS-SC system (Center for Computational Sciences (CCS) Super Computer system). This includes past systems such as T2K Tsukuba, which have already been decommissioned.

By managing user account information through the CCS-SC Registration System, user data is retained and can be carried over even when systems are replaced, independent of the specific system being used.

### 3-2-1. Application for Security Export Control

Applications are required for non-residents and those who fall under specific categories. Supercomputers are subject to export restrictions and technology transfer regulations under the Foreign Exchange and Foreign Trade Act, and therefore an application for security export control is necessary. Since applications cannot be submitted with an expiration date more than two or three years in the future, even if the acceptance is confirmed later, an application is required every year.

For details on how to apply, refer to the CCS website.

<https://www.ccs.tsukuba.ac.jp/kyodoriyou/gakusai/saitakugo/>

### 3-2-2. Obtaining UTID-13

This applies to individuals who do not yet have a UTID-13. UTID-13 is a system that allows users to access multiple University of Tsukuba systems with a single password. The CCS-SC Registration System is also integrated with UTID-13.

To register account information in the CCS-SC Registration System, obtaining a UTID-13 is required. UTID-13 is an ID uniquely assigned to each user.

For the application procedure, refer to the CCS website.

<https://www.ccs.tsukuba.ac.jp/kyodoriyou/gakusai/saitakugo/>

※1. Members of the University of Tsukuba already have a UTID-13 for members, so a new one is not required.

※2. The UTID-13 starting with "007" issued by CCS will not expire unless the holder informs us that it is no longer needed. If you have obtained it in the past, it remains valid in subsequent fiscal years. If you have forgotten the ID or password you obtained previously, contact us.

MCRP Support Desk: [project-register@ccs.tsukuba.ac.jp](mailto:project-register@ccs.tsukuba.ac.jp)

### 3-2-3. Registration on the CCS-SC System Account Registration System

Once the registration on the CCS-SC System User Registration System is completed, an account will be created. Since it uses a common database shared with previous versions of the CCS-SC system, there may be steps that can be skipped if you have registered before. Proceed with the registration while referring to the details outlined in the CCS-SC System User Registration System.

CCS-SC System Account Registration System

<https://cert.ccs.tsukuba.ac.jp/account/cgi/ccs-sc-regist.cgi>

#### (1). Phase 1 Registration (Users Using the CCS-SC System for the First Time)

This step involves determining the CCS-SC account name and is required for users who have never registered in the “CCS-SC System Account Registration System” before (i.e., those who have never completed the “Phase 1 Registration”) are eligible. Note that it will take one full night for the account name and Unified Authentication ID to be linked after completing Phase 1 registration. Once your CCS-SC account name has been determined, inform the project leader of the account name on or after the following day.

For continuing users and users who have used any of the CCS-SC systems in the past, Phase 1 Registration has already been completed previously, so you cannot register again. In such cases, you will use your already registered CCS-SC account name. If you have used the system in the past but are not a continuing user from the previous fiscal year, contact the CCS-SC System Account team with your previously registered CCS-SC account name and SSH public key to request registration. Additionally, contact the project representative to request the addition of your account to the project.

If a continuous user is joining a new project different from the current one, they should also contact the project representative to request the addition to the project.

If the unified authentication ID has changed since your previous registration, contact the CCS-SC System Account team with the details, including your current unified authentication ID.

CCS-SC System Account Team: [ccs-sc-register@ccs.tsukuba.ac.jp](mailto:ccs-sc-register@ccs.tsukuba.ac.jp)

#### (2). Project Leader User Registration for Project Members

The project leader should add the CCS-SC account names provided by the project members to their project. If the account is not added, the user will not be able to proceed to the next phase of registration (Phase 2 registration).

**In addition to when project members complete Phase 1 registration, update the CCS-SC System User Registration System to add or remove project members whenever there are changes to the project team. Account creation or deletion will be based on the information registered here.** If members who have left the project are not removed, they will be able to continue using their account. **Additionally, if new members are selected, they will not be reflected in the system until they are added here.**

### (3). Phase 2 Registration (Users Using the CCS-SC System for the First Time)

You can proceed after the phase 1 registration has been completed and at least one night has passed, and after the project representative has added you to the project. You will be asked to register information such as your name and affiliated institution. If you have previously completed the phase 2 registration as a continuing user, this step is not required. However, if your affiliation or contact information has changed since your previous registration, inform the CCS-SC system account administrator of the changes along with your current affiliation.

CCS-SC System Account Team: [ccs-sc-register@ccs.tsukuba.ac.jp](mailto:ccs-sc-register@ccs.tsukuba.ac.jp)

### (4). Final Confirmation from the CCS-SC System Account Team

Once the procedures up to (3) are completed, the CCS-SC System Account Team will contact you to confirm the following:

- Whether there is a passphrase for the public key you registered
- A final check to ensure that you do not fall under any specific categories

Once you respond to these inquiries, the final registration to the system will be completed. Wait for the account registration completion notification from the CCS-SC System Account Team.

### 3-3. For the Joint Center for Advanced HPC (JCAHPC) system

This fiscal year, the Miyabi system is included.

Unlike the University of Tsukuba's unique system, in this system, the account name is assigned automatically, and you cannot choose it yourself. In the case of renewal, the account from the previous year will be carried over.

If you are only using this system, obtaining a UTID-13 is not required.

The Project user authorization file that was required to be submitted until last year is no longer necessary.

#### 3-3-1. Application for Security Export Control

Applications are required for non-residents and those who fall under specific categories. Supercomputers are subject to export restrictions and technology transfer regulations under the Foreign Exchange and Foreign Trade Act, and therefore an application for security export control is necessary. Since applications cannot be submitted with an expiration date more than two or three years in the future, even if the acceptance is confirmed later, an application is required every year.

For details on how to apply, refer to the CCS website.

<https://www.ccs.tsukuba.ac.jp/kyodoriyou/gakusai/saitakugo/>

#### 3-3-2. Miyabi User Portal and Starting to Use Miyabi

For new users, it is necessary to register an SSH public key on the Miyabi User Portal site in order to use the system. Access the portal site URL provided in the new account registration completion email through your browser, and set your portal site password by clicking the Initialize Password button. Afterward, upload the public key required for logging into the Miyabi system to the portal site.

For returning users, no additional steps are required. You can continue using your existing account.