

Section 5

General Information

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5-1. Notices from APU

General messages to students will be posted on Campus Terminal, the Graduate School website and the bulletin board located in the 1st floor of Building B. Please check daily for important notices.

Campus Terminal

URL: <https://portal2.apu.ac.jp/campusp/login.do>



Information

Messages concerning University events and other general notices will be posted here.

Syllabus

Information on subjects, instructors, course outline and objective, etc.

Academic

This link accesses the Graduate School and Academic Office Websites, manaba, etc.

The screenshot shows the APU Campus Terminal website. At the top, there are navigation tabs for 'HOME', 'School Affairs Posting', and 'Syllabus'. Below the tabs, there are three main sections:

- Information:** A list of 10 new messages with dates and titles, such as 'NEW Wanted! New-student orientation leaders (FLAG) for Spring 2016 / 2016年春新入生オリエンテーション学生スタッフ(FLAG)'. A callout box explains that this section contains general university events and notices.
- Course Messages:** A table showing messages for 'Hospitality Management EA' on 11/21 (Sat). A callout box explains that this section contains notices of class cancellations, make-up classes, and classroom changes.
- Action Required:** A section for individual messages from the University. A callout box explains that this section contains important messages that may also be sent by email.

On the right side of the page, there is a sidebar with a 'Last Login' section and a 'Menu' section. The 'Menu' section includes links for 'Messages', 'APU Gmail', 'Mailing List', 'Change Password', 'Bookmark', 'Link', 'Campus Terminal Manual', 'Campusmate Web (APU)', 'Library', 'Academic', 'Research', 'Student Services', 'Career', and 'Others(Student)'. A callout box points to the 'Academic' link, explaining that it accesses the Graduate School and Academic Office Websites, manaba, etc.

Graduate School Website

URL: <http://www.apu.ac.jp/gradinfo/>



Graduate School website which offers up-to-date information and important announcements for graduate students. Details on thesis / report examination regulations, graduate class schedules, and other important information can also be found here.

5-2. Operation of Classes

The Academic Year and Class Schedules

The APU academic year begins in April. Each year is divided into two semesters, and each semester is comprised of two quarters and a session. Lecture subjects are generally held over the span of a quarter, or on a 1-2 week basis during session periods. Seminar and language subjects are held for the duration of the semester. Irregular class schedules (see below) will be displayed on the Campus Terminal and bulletin board. For other events and deadlines, refer to the Academic Calendar on p. 102-103 and the Graduate School website.

Academic Year					
Spring Semester			Fall Semester		
1st Quarter	2nd Quarter	Summer Session	1st Quarter	2nd Quarter	Winter Session
April - May	June - July	Aug - Sept	Oct - Nov	Dec - Jan	Feb - Mar

- Each lecture subject consists of 15 classes, including a final examination. Therefore, a subject held over a 2-month quarter will consist of approximately 2 classes per week.
- Classes may also be scheduled on Saturdays and holidays.
- Registration and grade announcements are semester-based, with grades for all subjects, including 1st Quarter, released at the end of the semester.

Class Timetable

Regular Class Timetable

Period	Quarter / Semester	Mon	Tue	Wed	Thu	Fri
1	8:45 – 10:20	A (1)	F (1)	Seminar Classes	L (1)	F (2)
2	10:35 – 12:10	A (2)	G (1)		L (2)	G (2)
3	12:25 – 14:00	B (1)	H (1)		B (2)	H (2)
4	14:15 – 15:50	C (1)	I (1)		C (2)	M (1)
5	16:05 – 17:40	D (1)	I (2)		D (2)	M (2)
6	17:55 – 19 :30	E (1)	J (1)		E (2)	J (2)

Make-up Day and Winter / Summer Session Timetable

Period	Make-up Day Classes (Saturday)	Session
1	8:45 – 10:20	9:00 – 10:35
2	10:35 – 12:10	10:50 – 12:25
3	13:00 – 14:35	13:15 – 14:50
4	14:50 – 16:25	15:05 – 16:40
5	16:40 – 18:15	16:55 – 18:30
6	18:30 – 20:05	—

- Classes are scheduled from Monday to Friday. Each class is 95 minutes in length.
- Classes that are held twice a week: either 1) during consecutive periods on the same day; or 2) on different days during the same period.
Example A: 1) Mondays, 1st and 2nd periods
Example B: 2) Mondays and Thursdays, 3rd period
- Class schedules will be available on the Graduate School website and outside the Academic Office at the start of the semester. Class schedules and curricula are subject to change. Refer to the Graduate School website for the latest information.

The Credit System

Each subject is assigned a credit value based on study hours necessary for completion. Credits are only awarded if a student receives a passing grade for the course.

Subject Type	Total Number of Classes per Subject		Credits Awarded upon Completion
All Lecture Subjects	15 classes	Per Quarter / Session	2
Seminar Subjects	15 (including individual supervision)	Per Semester	2
Presentations: Research Presentation*	15 classes	Per Semester	2
Research Papers: Research Paper*	15 classes	Per Semester	4
Tutorials*	15 classes	Per Semester	2
Japanese Language Subjects**	30 classes	Per Semester	2

*Refer to subjects in the Doctoral program.

**Japanese Language classes are counted towards the completion requirements differently depending on the program. Please refer to the relevant section for details.

Class Lettering

Each lecture subject is followed by lettering, indicating the semester it is offered and the school to which the subject belongs. However, seminars are lettered differently. While the first letter refers to the semester, the second letter refers to an associated supervisor.

		Lecture Subjects		Seminar Subjects	
S	Spring Semester	A	GSAM Subject	The second letter refers to an associated supervisor	
F	Fall Semester	M	GSM Subject		

5-3. Class Cancellations, Changes and Emergency Contact Information

Information regarding class cancellations, make-up classes and classroom changes will be made available on the Campus Terminal. Please be sure to check these announcements before attending classes.

Class Cancellation

If an instructor does not appear after the class starts, please promptly inform the Academic Office. A class will be cancelled if the instructor does not arrive at the classroom within 20 minutes of the beginning of the class. Classes will also be cancelled if public transportation stops due to typhoon, snow, or a strike.

Procedures for Classes during Severe Weather and / or Suspension of Public Transportation

Classes may be cancelled in either one of the following circumstances. These measures will also apply during the final examination period. Please check the announcements on Campus Terminal frequently during such times as the Division of Academic Affairs will make decisions in response to changing circumstances.

1. When a storm alert (*boufu keiho*) or other weather-related emergency warning is issued for Beppu.
2. When both Oita Kotsu Bus and Kamenoi Bus completely stop their service to and from APU.

Class cancellation announcements will be made as follows:

Time of Decision	Time of Notice	Action
6:30 am	Approx. 6:45 am	Periods 1 and 2 will be cancelled
10:30 am	Approx. 10:45 am	Period 3 onwards will be cancelled
After 10:30 am	As decided	Further decisions will be made as appropriate

Class Cancellation Information

Information regarding the cancellation of classes may be accessed on Campus Terminal.

Campus Terminal may also be accessed by mobile phone.

- Campus Terminal (PC): <https://portal2.apu.ac.jp/campus/login.do>
- Campus Terminal (Mobile): <https://portal2.apu.ac.jp/campus/sptop.do>



Make-up Classes

As a rule, if a class is cancelled, a make-up class will be held. In certain circumstances, make-up classes may be held before the actual cancelled class. Make-up classes are usually scheduled on a Saturday. Make-up class timetables will be posted on Campus Terminal on the Tuesday prior to the make-up day. As classrooms and class times for make-up classes may differ from those of the regular class, be sure to check the latest posted information on Campus Terminal.

Classroom Changes

Information on temporary or permanent classroom changes will be posted on Campus Terminal.

Emergency Contact Information While on Campus

For emergencies or to report lost or stolen items, etc., please visit the **Central Security Office** located in the 1st floor of Building A.

5-4. Class Absences and Tardiness

APU does not have a system of officially recognized absences. Please inform your instructors if you need to be absent from classes due to unavoidable circumstances such as illness or the death of a family member. Each instructor will determine how to handle your absence in these classes. However, there are different procedures depending on the duration of your absence. Please read the information on the Academic Office website for details and application instructions.

<http://en.apu.ac.jp/academic/page/content0016.html/?c=17>



Tardiness

In the event that you experience a public transportation scheduling delay or disruption, the relevant transportation company will issue a "delay certificate" (*chien shoumeisho*) if requested. Show this certificate to your instructor and they will determine how to handle your tardiness.

5-5. Course Selection and Registration

Syllabus

The syllabus system can be accessed from the Campus Terminal. Please see p. 74 for details.

Course Registration Overview

In order to take classes, students register for courses during “Course Registration Periods” held before each semester begins. After classes begin, there are additional “Correction Periods” in which current classes may be dropped, and classes which have not yet started may be added or dropped. Please review the course syllabus and consider carefully before registering for courses.

Period	Available Subjects	Target Students	Registration Changes Possible			
			Semester Courses	1st Quarter Courses	2nd Quarter Courses	Session Courses
Registration Period A	All subjects	Current students ONLY	Add Drop	Add Drop	Add Drop	Add Drop
Registration Period B	All subjects	Newly enrolled, re-enrolled, reinstated students, Current Students	Add Drop	Add Drop	Add Drop	Add Drop
Semester and 1st Quarter Classes Begin						
Correction Period 1	All subjects	All students	Drop	Drop	Add / Drop	Add / Drop
2nd Quarter Classes Begin						
Correction Period 2	All subjects	All students	--	--	Drop	Add / Drop
Session Classes Begin						

*Please refer to the orientation handouts or the Graduate School website for the registration schedule of the semester.

Course Registration System

Students are able to register online via the “Campusmate” system, accessible through Campus Terminal. Every morning, between the hours of 03:00 am and 05:00 am (Japan Standard Time), Campusmate will be offline for maintenance.

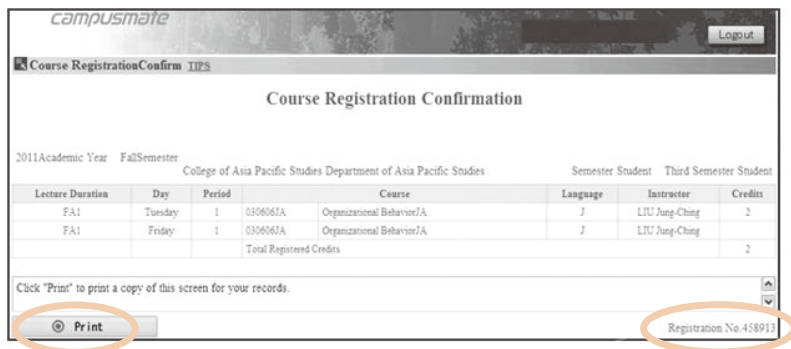
<https://cmate2.apu.ac.jp/campusapu/login.do>



IMPORTANT REGISTRATION NOTES:

Students bear full responsibility for any errors made during course registration. As no special consideration will be given for such errors, please use extra caution during registration to ensure no mistakes are made.

1. Do not log into multiple screens with the same account at the same time. This can lead to system errors, preventing registration. The University will bear no responsibility for any problems a student may experience in this case.
2. If you access Campusmate via any browser other than Internet Explorer (IE) it is possible an error may occur. The University takes no responsibility for registration problems caused by such errors.
3. When you register or cancel subjects online, please be sure to click the Apply button to register your changes.
4. Upon completion, please make sure to save or print the Course Registration Confirmation Sheet which includes your “Registration No”. Without this number on the Course Registration Confirmation Sheet, we cannot respond to inquiries about system errors. Be sure to record the date the course Registration Confirmation Sheet was printed / saved.
5. If you log out or close the registration screen prior to completing course registration, you will lose all changes. You must first complete your course registration, log out, and then log in again to confirm your course registration is correct. Mistakes in registration are your own responsibility.
6. Please do not share your password with anyone else. The University recommends regularly changing your password.
7. You may conduct course registration off campus. However, as accessing the system from outside the campus network may be slow or unreliable, the University recommends the use of on-campus terminals for course registration. You are responsible for any adverse result that comes from using these systems.



Please retain a copy of your Course Registration Confirmation with "Registration No"
 If you encounter any trouble, the University cannot assist you without a copy of this document with
 "Registration No.". Be sure to record the date and time that you saved/printed the Registration
 Confirmation Sheet.

Additional Notes

1. Be sure you understand the completion requirements and curriculum for your program.
2. Check the class schedule online to ensure the subjects you wish to take are available and do not overlap. Registration for subjects held during the same time period is not possible.
3. Registration over the maximum credit limit is not allowed; students are encouraged to take required subjects early, to allow more time to focus on the Master's Thesis / Report / Case writing in the final semesters.
4. Registration for semester (seminar) and 1st Quarter subjects can only be conducted during the Course Registration Period. Students CANNOT add semester (seminar) and 1st Quarter subjects after the Course Registration Periods have closed.
5. Subjects for which credits have been received cannot be re-registered; however failed subjects may be retaken.
6. **Master's students in their final semester** should not register for subjects held during the Session Period, as graduation assessment takes place during this time.
7. APU cannot be responsible for any problems resulting from registration negligence on the part of the student. If you experience any registration problems, contact the Academic Office before the end of the registration / correction period. Amendments are not possible outside the designated registration and correction periods.

Cancellation of Subjects

Subjects which no students register for will be cancelled.

Registration Advising

Advising for course registration is always available. When requesting assistance with course registration, please refer to the following guidelines. This will ensure that the Graduate School is able to provide timely and accurate support.

You can visit the Academic Office during office hours or email the Graduate School for registration assistance. Please note that registration assistance is not provided via phone, as we cannot confirm a student's identity. Furthermore, due to possible delays in a reply to email inquiries, in case of an emergency, please come directly to the Academic Office for assistance.

Academic Office Hours	Monday, Wednesday through Friday	10:00 – 16:30
	Tuesday	11:30 – 16:30
Graduate School Email Address	ac-grad@apu.ac.jp	

Required Documents

1. An up-to-date printout / screenshot of your Course Registration Confirmation Screen from Campusmate
2. An up-to-date printout / screenshot of your Grade Confirmation Screen (including subject list and credit completion information)
3. Any other necessary documents for advising

Before you visit the Academic Office or send your inquiry via email, please carefully consider the topics you would like to talk about and read the Graduate Academic Handbook for relevant information and rules. Please also confirm your own credit completion or registration status using Campusmate.

5-6. Examinations, Final Reports and Other Written Assignments

Examinations

In addition to a range of mid-term examinations and reports to assess students' ability, most subjects require students to sit final examinations at the end of each term. The examination period usually lasts for several days, with examination times released approximately two weeks prior to the examination date. The examination schedule is announced on the bulletin board, as well as on the Academic Office website. Please check the links below for details.

Final Examinations:

<http://en.apu.ac.jp/academic/page/content0022.html/?c=17>



Make-up Examinations:

<http://en.apu.ac.jp/academic/page/content0023.html/?c=17>



Final Reports

Some subjects require students to submit a final report at the end of the term instead of sitting an examination. The final reports are usually submitted during strictly fixed periods.

Points to Remember When Submitting Final Reports

The final report submission periods and locations will be announced on the bulletin board, as well as on the Academic Office website. Please make a habit of checking the bulletin board on a regular basis. Since there is a fixed submission period, there are no make-up options for reports. Be sure you submit your report by the stated deadline. If you cannot submit the report in person, a proxy may submit your report on your behalf.

Other Written Assignments

“Other Written Assignments” refers to any items for assessment created by students to be submitted or presented as part of the student’s performance evaluation within APU. This may include final reports, answer sheets, presentation materials, resumes, Master’s Theses, Research and Independent Final Reports, Case Studies and all other media resources.

5-7. Grading and Assessment

Grading System model for the Graduate School of Asia Pacific Studies and Graduate School of Management:

Evaluation	Grade (%)	Pass / Fail
A+	90% or higher	Pass
A	80 ~ 89%	
B	70 ~ 79%	
C	60 ~ 69%	
F	59% or lower	Fail
T	Transfer	—

Calculating Grade Point Average (GPA)

Semester and cumulative GPA will be available via Campusmate when semester grades are released. Only cumulative GPA will be noted on the Transcript of Academic Record, etc.

Semester GPA: It is calculated using only the grades of the present semester. It is not included on official transcripts and is reset every semester.

$$\frac{[(\text{Number of A+ credits} \times 4) + (\text{Number of A credits} \times 3) + (\text{Number of B credits} \times 2) + (\text{Number of C credits} \times 1) + (\text{Number of F credits} \times 0)]}{\text{Registered credits for a given semester (excluding P / T)}}$$

Cumulative GPA: It is calculated during the entire period of studies (from semester one (1) through the last semester) and is printed out on all official transcripts.

$$\frac{[(\text{Number of A+ credits} \times 4) + (\text{Number of A credits} \times 3) + (\text{Number of B credits} \times 2) + (\text{Number of C credits} \times 1)]}{\text{Total completed credits (excluding P / T)}}$$

* **Note:** Credits from letter graded Optional Subjects will NOT be calculated in the semester and cumulative GPAs.

Students Receiving a Failing Grade

An “F” (Fail) grade shall be printed on the student grade report and calculated into the GPA for the semester in question, but will not appear in official transcripts or student grade reports issued in semesters thereafter. “F” grades will not be calculated into the cumulative GPA. Students have the opportunity to retake a failed subject; however, subjects that have received a passing grade cannot be re-registered.

Release of Grades

A grade report for the semester, including the 1st Quarter, 2nd Quarter and Session Period, will be available to those who request one by the application deadline. Check the Academic Office website for distribution dates and information on how to apply for a printed grade report. Students can also view their grades via the Campus Terminal.

Student grades are released at the end of each semester. The exact dates are indicated in the Academic Calendar and on the Graduate School website. After grades are released, students may confirm their grades via Campusmate. Grades cannot be released before these dates and students are not permitted to contact faculty members directly regarding grades.

Grade Reports

Grade reports will be distributed to students who applied for them beforehand within a three-day period after grades have been announced. Please note that official academic transcripts (which may be purchased from the Automatic Certificate Dispenser) and student grade reports may vary in content. See below for details.

Grade Evaluation	Official Academic Transcript	Student Grade Report
All grades except “F”	Will be printed. *Grades cannot be cancelled once received.	Will be printed. *Grades cannot be cancelled once received.
“F” grades	Will NOT be printed	Will be printed

Grade Report Inquiries and Evaluation Comments

Students may make inquiries regarding their grade reports within a three-day period from the day students grades are announced by noon of the last day of the three-day period, in the circumstances shown below. Further details are available on the Academic Office website.

AY2020 Ritsumeikan Asia Pacific University Academic Calendar

Year	Date	Day	Event	Class	
2020	4	1	Wed	Spring Semester	
		2	Thu		
		3	Fri		
		4	Sat		
		5	Sun		
		6	Mon		
		7	Tue		
		8	Wed		
		9	Thu		
		10	Fri		GSAD: Doctoral Dissertation Submission
		11	Sat		
		12	Sun		
		13	Mon		
		14	Tue		
		15	Wed		
		16	Thu		
		17	Fri		
		18	Sat		
		19	Sun		
		20	Mon		
		21	Tue		
		22	Wed		Start of Classes, Spring Semester 1st Quarter GSAM: First Seminar Meeting
		23	Thu		
		24	Fri		
		25	Sat		
		26	Sun		
		27	Mon		
		28	Tue		
		29	Wed	Shōwa Day*	Classes as usual
		30	Thu		
		1	Fri		GSM: Research Subject Summary Submission
2	Sat				
3	Sun	Under Law on National Holidays			
4	Mon	Greenery Day*	Classes as usual		
5	Tue	Children's Day*	Classes as usual		
6	Wed	Substitute Holiday*	Classes as usual		
7	Thu				
8	Fri				
9	Sat		Make-up Classes 1		
10	Sun				
11	Mon				
12	Tue				
13	Wed		GSAM: 1st Quarter Joint Research Presentations		
14	Thu				
15	Fri				
16	Sat				
17	Sun				
18	Mon				
19	Tue				
20	Wed				
21	Thu				
22	Fri				
23	Sat		Make-up Classes 2		
24	Sun				
25	Mon				
26	Tue				
27	Wed		GSAD: Graduate Research in Progress Seminars (GRIPS)		
28	Thu				
29	Fri		GSM: Research Project Submission		
30	Sat				
31	Sun				
1	Mon				
2	Tue				
3	Wed				
4	Thu				
5	Fri				
6	Sat		Make-up Classes 3		
7	Sun				
8	Mon				
9	Tue				
10	Wed		Final Exams, 1st Quarter Spring Semester		
11	Thu		Final Exams, 1st Quarter Spring Semester		
12	Fri		Final Exams, 1st Quarter Spring Semester (Back-up Examination date)		
13	Sat				
14	Sun				
15	Mon		Start of Classes, Spring Semester 2nd Quarter GSAM: Master's Thesis/Research Report Submission		
16	Tue				
17	Wed		1st Quarter Make-up Examinations		
18	Thu				
19	Fri				
20	Sat				
21	Sun				
22	Mon				
23	Tue				
24	Wed				
25	Thu		GSM: Notification of Examination Results		
26	Fri				
27	Sat		Make-up Classes 1		
28	Sun				
29	Mon				
30	Tue		GSAM: Research Proposal Submission		

Class Column: ● School Day or Examination Day ○ Make-up classes None: No Classes

Year	Date	Day	Event	Class		
2020	7	1	Wed		●	
		2	Thu			●
		3	Fri		GSM: Report Selection of Seminar Supervisor GSAM: Notification of the Examination Results GSAD: Candidacy Application Submission	●
		4	Sat			
		5	Sun			
		6	Mon			●
		7	Tue			●
		8	Wed		GSAM: 2nd Quarter Joint Research Presentation	●
		9	Thu			●
		10	Fri		GSAD: Extension of Period of Enrollment	●
		11	Sat		Make-up Classes 2	○
		12	Sun			
		13	Mon			●
		14	Tue			●
		15	Wed		GSM: Research Project Re-submission	●
		16	Thu			●
		17	Fri			●
		18	Sat			
		19	Sun			
		20	Mon			●
		21	Tue			●
		22	Wed		GSAM: Master's Thesis/Research Report Re-submission	●
		23	Thu	Marine Day*	Classes as usual	●
		24	Fri	Sports Day*	Classes as usual	●
		25	Sat			
		26	Sun			
		27	Mon			●
		28	Tue			●
		29	Wed			●
		30	Thu			●
		31	Fri		GSM: Notification of the Final Results	●
1	Sat		Make-up Classes 3	○		
2	Sun					
3	Mon		Final Exams, 2nd Quarter Spring Semester	●		
4	Tue		Final Exams, 2nd Quarter Spring Semester	●		
5	Wed		GSAM: Notification of the Final Results GSAM: Announcement of Research Proposal Examination Results Final Exams, 2nd Quarter Spring Semester (Back-up Examination date)	●		
6	Thu		Final Exams, 2nd Quarter Spring Semester	●		
7	Fri		Final Exams, 2nd Quarter Spring Semester	●		
8	Sat		Back-up Examination date	○		
9	Sun					
10	Mon	Mountain Day*				
11	Tue					
12	Wed					
13	Thu					
14	Fri					
15	Sat					
16	Sun					
17	Mon					
18	Tue					
19	Wed					
20	Thu					
21	Fri					
22	Sat					
23	Sun					
24	Mon					
25	Tue					
26	Wed					
27	Thu					
28	Fri					
29	Sat					
30	Sun					
31	Mon					
1	Tue					
2	Wed		Graduation Results Announced			
3	Thu		Application Period for Division/Specialization Certificates			
4	Fri					
5	Sat					
6	Sun					
7	Mon					
8	Tue					
9	Wed					
10	Thu					
11	Fri					
12	Sat					
13	Sun					
14	Mon		Spring Semester Results Released			
15	Tue					
16	Wed					
17	Thu					
18	Fri		Graduation Ceremony			
19	Sat					
20	Sun					
Fall Semester						
21	Mon	Respect for the Aged Day*				
22	Tue	Autumnal Equinox Day*				
23	Wed					
24	Thu					
25	Fri		Entrance Ceremony			
26	Sat					
27	Sun					
28	Mon					
29	Tue					
30	Wed					

Year	Date	Day	Event	Class	
2020	10	1	Thu		
		2	Fri		
		3	Sat		
		4	Sun		
		5	Mon	Start of Classes, Fall Semester 1st Quarter	●
		6	Tue		●
		7	Wed	GSAM: First Seminar Meeting	●
		8	Thu		●
		9	Fri	GSAD: Doctoral Dissertation Submission	●
		10	Sat		
		11	Sun		●
		12	Mon		●
		13	Tue		●
		14	Wed		●
		15	Thu		●
		16	Fri		●
		17	Sat	Make-up Classes 1	○
		18	Sun		
		19	Mon		●
		20	Tue	GSM: Research Project Summary Submission	●
		21	Wed		●
		22	Thu		●
		23	Fri		●
		24	Sat		
		25	Sun		
		26	Mon		●
		27	Tue		●
		28	Wed		●
		29	Thu		●
		30	Fri		●
		31	Sat	TENKUSAI	
	11	1	Sun	TENKUSAI	
		2	Mon		●
		3	Tue	Culture Day*	●
		4	Wed	Classes as usual GSAD: Graduate Research in Progress Seminars (GRIPS)	●
		5	Thu		●
		6	Fri		●
		7	Sat	Make-up Classes 2	○
		8	Sun		
		9	Mon		●
		10	Tue		●
		11	Wed	GSAM: 1st Quarter Joint Research Presentations	●
		12	Thu		●
		13	Fri		●
		14	Sat		
		15	Sun		
		16	Mon		●
		17	Tue		●
		18	Wed		●
		19	Thu		●
		20	Fri		●
		21	Sat	Make-up Classes 3	○
		22	Sun		
		23	Mon	Labor Thanksgiving Day* Final Exams, 1st Quarter Fall Semester	●
		24	Tue	Final Exams, 1st Quarter Fall Semester	●
		25	Wed	Final Exams, 1st Quarter Fall Semester (Back-up Examination date)	●
		26	Thu	No Classes	
		27	Fri	No Classes	
		28	Sat		
		29	Sun		
		30	Mon	Start of Classes, Fall Semester 2nd Quarter GSM: Research Projects Submission	●
	12	1	Tue		●
		2	Wed		●
		3	Thu		●
		4	Fri	GSAM: Master's Thesis/Research Report Submission	●
		5	Sat		
		6	Sun		●
		7	Mon		●
		8	Tue		●
		9	Wed	1st Quarter Make-up Examinations	●
		10	Thu		●
		11	Fri		●
		12	Sat	Classes as usual (Jan. 11 Mon classes)	●
		13	Sun		
		14	Mon		●
		15	Tue		●
		16	Wed		●
		17	Thu		●
		18	Fri	GSM: Notification of Examination Results	●
		19	Sat	Make-up Classes 1	○
		20	Sun		
		21	Mon		●
		22	Tue		●
		23	Wed		●
		24	Thu		●
		25	Fri	GSAM: Notification of Examination Results	●
		26	Sat		
		27	Sun		
		28	Mon		
		29	Tue		
		30	Wed		
		31	Thu		

Year	Date	Day	Event	Class	
2021	1	1	Fri	New Year's Day*	
		2	Sat		
		3	Sun		
		4	Mon		
		5	Tue		
		6	Wed		
		7	Thu		●
		8	Fri	GSAD: Candidacy Application Submission GSAD: Extension of Period of Enrollment Make-up Classes 2	●
		9	Sat		○
		10	Sun		
		11	Mon	Coming of Age Day* No Classes	
		12	Tue		●
		13	Wed	GSAM: 2nd Quarter Joint Research Presentations	●
		14	Thu		●
		15	Fri	GSAM: Master's Thesis/Research Report Re-submission GSM: Research Project Re-submission	●
		16	Sat		
		17	Sun		
		18	Mon		●
		19	Tue		●
		20	Wed		●
		21	Thu		●
		22	Fri		●
		23	Sat		
		24	Sun		
		25	Mon		●
		26	Tue		●
		27	Wed		●
		28	Thu		●
		29	Fri	GSAM: Notification of Final Results GSM: Notification of Final Results	●
		30	Sat	Make-up Classes 3	○
		31	Sun	Back-up Classes	○
	2	1	Mon	Final Exams, 2nd Quarter Fall Semester	●
		2	Tue	Final Exams, 2nd Quarter Fall Semester	●
		3	Wed	Final Exams, 2nd Quarter Fall Semester (Back-up Examination date)	●
		4	Thu	Final Exams, 2nd Quarter Fall Semester	●
		5	Fri	Final Exams, 2nd Quarter Fall Semester	●
		6	Sat	Back-up Examination date	○
		7	Sun	Back-up Examination date	○
		8	Mon	Winter Session	●
		9	Tue	Winter Session	●
		10	Wed	Winter Session GSAM: Announcement of Research Proposal Examination Results	●
		11	Thu	Announcement of the Outcome of the Exam Winter Session / Classes as usual	●
		12	Fri	Winter Session	●
		13	Sat		
		14	Sun		
		15	Mon	2nd Quarter Make-up Examinations	●
		16	Tue	2nd Quarter Make-up Examinations	●
		17	Wed		
		18	Thu		
		19	Fri		
		20	Sat		
		21	Sun		
		22	Mon		
		23	Tue	Emperor's Birthday Holiday*	
		24	Wed		
		25	Thu		
		26	Fri		
		27	Sat		
		28	Sun		
	3	1	Mon		
		2	Tue		
		3	Wed	Graduation Results Announced Application Period for Division/Specialization Certificates	
		4	Thu		
		5	Fri		
		6	Sat		
		7	Sun		
		8	Mon		
		9	Tue		
		10	Wed		
		11	Thu		
		12	Fri		
		13	Sat		
		14	Sun		
		15	Mon	Fall Semester Results Released	
		16	Tue		
		17	Wed		
		18	Thu	Graduation Ceremony	
		19	Fri		
		20	Sat	Vernal Equinox Day*	
		21	Sun		
		22	Mon		
		23	Tue		
		24	Wed		
		25	Thu		
		26	Fri		
		27	Sat		
		28	Sun		
		29	Mon		
		30	Tue		
		31	Wed		

*If a final exam is postponed due to the decision to halt public transportation due to a typhoon, snow, labor strike, etc., then the final exam will be rescheduled for a "Back-up Examination" date which will either be the Saturday during the final exam period or the Wednesday (during a class period that does not have previously scheduled exams) following the end of the final exam period. Students should not schedule trips or make plans to return home during this period due to the possibility that exams may be rescheduled. Please refer to the Academic Office webpage for further details.